

*Santa Ana Unified School District  
Board of Education*

**Board Meeting Agenda**

**Tuesday, March 28, 2017  
6:00 p.m.**

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



**Valerie Amezcua  
Vice President**

**John Palacio  
President**

**Cecilia "Ceci" Iglesias  
Clerk**

**Alfonso Alvarez, Ed.D.  
Member**

**Stefanie P. Phillips, Ed.D.  
Secretary /  
Superintendent**

**Rigo Rodriguez, Ph.D.  
Member**

**If special assistance is needed to participate in the Board meeting, please contact the 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***

***We assure well-rounded learning experiences, which prepare our students for success in college and career.  
We engage, inspire, and challenge all of our students to become productive citizens, ethical leaders, and positive contributors to our community, country and a global society.***

# 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  
MARCH 28, 2017

## AGENDA

### CALL TO ORDER

### 5:00 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 Government Code Section 54957.6:

#### CONFERENCE WITH LABOR NEGOTIATOR:

SAEA, CSEA, SASPOA, CWA  
Bargaining Units  
Mark A. McKinney,  
District Negotiator

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

#### CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: SUSJ-008427

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.

- Century – Nallely Perez; Godinez Fundamental – Teddy Moreno; Lorin Grisnet Academy – Lidia Garcia; Middle College – Alberto Cruz; Santa Ana – Cesar Baranda

## RECOGNITIONS / ACKNOWLEDGMENTS

- 2017 Association of California School Administrators (ACSA) Region 17 Every Student Succeeding Award
- CIF Sports Recognitions
- Certificated Employee of the Month for March 2017, Antonio Magana
- Classified Employee of the Month for March 2017, Cuca Fernandez

## 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 Board Study Session Minutes - February 28, 2017, Special Board Meeting Minutes - March 7, 2017, and Regular Board Meeting Minutes - March 14, 2017
- 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 Master Contract and/or Individual Service Agreement with Nonpublic School and Agency for Student with Disabilities for 2016-17 School Year
- 1.5 Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2016-17 School Year
- 1.6 Approval of Increase for Behavior Consultation Services by Leigh Perales for 2016-17 School Year
- 1.7 Approval of Increase for Mental Health Services by Tara Lowe for 2016-17 School Year
- 1.8 Ratification of Purchase Order Summary and Listing of all Purchase Orders, for the Period of March 1, 2017 through March 14, 2017
- 1.9 Ratification of Expenditure Summary and Warrants Issued Over \$25,000 for the Period of March 1, 2017 through March 14, 2017
- 1.10 Approval to Amend the Agreement with School Services of California

- 1.11 Approval of Deductive Change Order No. 1 for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools
- 1.12 Acceptance of Completion of Contract for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools
- 1.13 Approval of Deductive Change Order No. 1 for Bid Package No. 3802 – Bleacher Replacement at Century High School Under the State Emergency Repair Program
- 1.14 Acceptance of Completion of Contract for Bid Package No. 3802 – Bleacher Replacement at Century High School Under the State Emergency Repair Program
- 1.15 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:

#### REGULAR AGENDA - ACTION ITEMS

- 2.0 Approval of Submission of Refunding Application for Head Start Funding for 2017-18 Program Year
- 3.0 Adoption of Resolution No. 16/17-3175 – Designation of Applicant’s Agent Resolution for Non-State Agencies for Disaster Assistance
- 4.0 Authorization to Amend the Agreement with Orbach, Huff, Suarez & Henderson, LLP
- 5.0 Approval of Change Order No. 1 for Bid Package No. 1 – Classroom Buildings at Valley High School

#### NEW AND REVISION OF EXISTING BOARD POLICIES

The Board may direct the revision of any regulation which it finds inconsistent with Board policy. (*Board Bylaw 9312*)

- 6.0 Board Policy (BP) 0410 – Nondiscrimination in District Programs and Activities (New: For Adoption)
- 7.0 Board Policy (BP) 3514.2 Integrated Pest Management (New: For Adoption)
- 8.0 Board Policy (BP) 3544 – District Owned Vehicles (New: For Adoption)
- 9.0 Board Policy (BP) 4030 – Nondiscrimination in Employment (Revised: For Adoption)
- 10.0 Board Policy (BP) 4119.11/4219.11/4319.11 – Sexual Harassment (Revised: For Adoption)
- 11.0 Board Policy (BP) 4154/4254/4354 – Employee Health & Welfare Benefits (New: For Adoption)

**NEW AND REVISION OF EXISTING BOARD POLICIES – First Reading / No Action Required**

The Board may direct the revision of any regulation which it finds inconsistent with Board policy. (*Board Bylaw 9312*)

- 12.0 Board Policy (BP) 4313.2 – Promotion/Demotion/Reassignment (Revised: First Reading)
- 13.0 Board Policy (BP) 5145.3 – Nondiscrimination/Harassment (Revised: First Reading)
- 14.0 Board Policy (BP) 5145.7 – Sexual Harassment (Revised: First Reading)
- 15.0 Board policy (BP) 6145 – Extracurricular and Co-curricular Activities (Revised: First Reading)
- 16.0 Board Policy (BP) 6164.2 – Guidance/Counseling Services, Supplemental School Counseling Program (Revised: First Reading)

**BOARD REPORTS**

**ADJOURNMENT**

**FUTURE MEETING** - The next Regular Meeting of the Board of Education will be held on Tuesday, April 18, 2017, at 6:00 p.m.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** 2017 Association of California School Administrators (ACSA) Region 17 Every Student Succeeding Award

**ITEM:** Recognition

**SUBMITTED BY:** Doreen Lohnes, Assistant Superintendent, Special Education/SELPA

**PREPARED BY:** Doreen Lohnes, Assistant Superintendent, Special Education/SELPA

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**BACKGROUND INFORMATION:**

The purpose of this agenda item is to recognize Josue Luis, 5<sup>th</sup> grade student at Martin Elementary School, for receiving the 2017 Association of California School Administrators (ACSA) Region 17 Every Student Succeeding Award.

**RATIONALE:**

This award honors students at all grade levels who have succeeded, against all odds, beyond expectations, or won the hearts of the administrators and other educators who helped them to achieve their goals.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Recognize Josue Luis, 5th grade student at Martin Elementary School, for receiving the 2017 Association of California School Administrators (ACSA) Region 17 Every Student Succeeding Award.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** CIF Sports Recognitions

**ITEM:** Recognition

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

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

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**BACKGROUND INFORMATION:**

The purpose of this agenda item is to recognize the success of four teams who took league championships in Boy's Soccer and Wrestling.

**RATIONALE:**

The Board recognizes outstanding high school student athletes and coaches who have achieved exceptional standing in their field of sport.

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

Recognize the Boy's Soccer and Wrestling teams and/or individuals, including the outstanding coaching staff from Godinez Fundamental, Saddleback, and Santa Ana high schools for the winter season during 2016-17 school year.

DH:lr

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Certificated Employee of the Month for March 2017, Antonio Magana**

**ITEM:**                   **Recognition**

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

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

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**BACKGROUND INFORMATION:**

The purpose of this agenda item is to recognize the Certificated Employee of the Month for March 2017.

**RATIONALE:**

A selection committee, consisting of certificated employees, has reviewed nominees and selected the Certificated Employee of the Month for March 2017. The members have selected Antonio Magana, Teacher at Martin Elementary School.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Recognize Antonio Magana as Certificated Employee of the Month for March 2017.

  
MAM:nr:ea

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Classified Employee of the Month for March 2017, Cuca Fernandez

**ITEM:** Recognition

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

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

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**BACKGROUND INFORMATION:**

The purpose of this agenda item is to recognize the Classified Employee of the Month for March 2017.

**RATIONALE:**

A selection committee, consisting of classified employees, has reviewed nominees and selected the Classified Employee of the Month for March 2017. The members have selected Cuca Fernandez, Site Clerk at Madison Elementary School.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Recognize Cuca Fernandez as Classified Employee of the Month for March 2017.

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

MINUTES

STUDY SESSION  
SANTA ANA BOARD OF EDUCATION

February 28, 2017

CALL TO ORDER

The meeting was called to order at 5:14 p.m. by Board President Palacio. Other members in attendance were Ms. Amezcua, Ms. Iglesias, Dr. Alvarez, and Dr. Rodriguez.

Cabinet members present were Dr. Phillips, Dr. Haglund, Dr. Heatley, Mr. McKinney, Ms. Lohnes, Ms. Pueblos, Dr. Jimenez, Ms. Douglas, and Mr. Williams.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Board Clerk Iglesias.

PRESENTATION

PreK-12 Academic Programs and Pathways

Dr. Phillips welcomed all, opened the Study Session, and introduced Dr. Haglund, Deputy Superintendent, Chief Academic Officer. Dr. Haglund emphasized on Teaching and Learning and stressed that all SAUSD students will have equitable access to a high quality curricular and instructional program that is accessible from school and home. Dr. Jimenez, Assistant Superintendent, K12 Teaching and Learning, Ms. Lohnes, Assistant Superintendent, Special Education, and Ms. Pueblos, Assistant Superintendent, K-12 School Performance and Culture provided highlights of various PreK-12 academic programs and pathways. After discussion related to structures and metrics, Dr. Phillips closed the presentation.

**ADJOURNMENT**

There being no further business to come before the Board, the Board meeting was adjourned at 8:21 p.m. by Board President Palacio.

The next Regular Meeting will be held on Tuesday, March 14, 2017, at 6:00 p.m.

ATTEST:

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Stefanie P. Phillips, Ed.D.  
Secretary  
Santa Ana Board of Education

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

MINUTES

SPECIAL MEETING  
SANTA ANA BOARD OF EDUCATION

March 7, 2017

CALL TO ORDER

The meeting was called to order at 5:38 p.m. by Board President Palacio. Other members in attendance were Ms. Amezcua, Ms. Iglesias, Dr. Alvarez, 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 5:38 p.m. to consider Personnel matters and negotiations.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 7:31 p.m.

Cabinet members present were Dr. Phillips, Dr. Haglund, Dr. Heatley, Mr. McKinney, Ms. Pueblos, Dr. Jimenez, and Ms. Douglas. Ms. Lohnes and Mr. Williams were absent.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Board Vice President Amezcua.

PUBLIC PRESENTATIONS

Paul Zive addressed the Board related to school staffing.

**1.0 APPROVAL OF CONSENT CALENDAR**

It was moved by Ms. Amezcua, seconded by Dr. Alvarez, and carried 5-0, to approve the Consent Calendar as follows:

- 1.1 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

**REGULAR AGENDA - ACTION ITEMS**

- 2.0 ADOPTION OF RESOLUTION NO. 16/17-3169 - PRELIMINARY RESOLUTION REDUCTION OR ELIMINATION OF PARTICULAR KINDS OF SERVICES (PKS) PERFORMED BY CERTIFICATED EMPLOYEES FOR 2017-2018 SCHOOL YEAR

Dr. Phillips provided a brief presentation to the Board related to budget and staffing. After Board discussion, item was moved by Dr. Rodriguez, seconded by Dr. Alvarez, and carried 4-1, Ms. Iglesias dissenting, to adopt Resolution No. 16/17-3169 - Preliminary Resolution Reduction or Elimination of Particular Kinds of Services Performed by Certificated Employees for the 2017-18 School Year with a modification to increase numbers for flexibility; 40 Program Specialists, 40 Curriculum Specialists, and 46 Teachers on Special Assignment (TOSAS).

- 3.0 ADOPTION OF RESOLUTION NO. 16/17-3170 - RELEASE FROM EMPLOYMENT AND NONREELECT TEMPORARY CERTIFICATED EMPLOYEES FOR 2017-2018 SCHOOL YEAR

It was moved by Ms. Amezcua, seconded by Mr. Palacio, and carried 5-0, to accept the Santa Ana Educators' Association (SAEA) Initial Bargaining Proposal to adopt resolution No. 16/17-3170 - Resolution to Release from Employment and Nonreelect Temporary Certificated Employees for the 2017-18 School Year.

**ADJOURNMENT**

There being no further business to come before the Board, the Board meeting was adjourned at 8:23 p.m. by Board President Palacio.

The next Regular Meeting will be held on Tuesday, March 14, 2017, at 6:00 p.m.

ATTEST:

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Stefanie P. Phillips, Ed.D.  
Secretary  
Santa Ana Board of Education

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

MINUTES

REGULAR MEETING  
SANTA ANA BOARD OF EDUCATION

March 14, 2017

CALL TO ORDER

The meeting was called to order at 5:04 p.m. by Board President Palacio. Ms. Amezcua participated in the call to order and only the closed session portion of meeting by phone. Other members in attendance were Dr. Alvarez 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 5:04 p.m. to consider student expulsions, negotiations, anticipated litigation, and existing litigation.

Ms. Iglesias arrived at 5:08 p.m.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:31 p.m.

Cabinet members present were Dr. Phillips, Dr. Haglund, Dr. Heatley, Mr. McKinney, Ms. Douglas, Dr. Jimenez, Ms. Pueblos, and Mr. Williams. Ms. Lohnes was absent.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Rachell Garcia-Noyola 8<sup>th</sup> grade student at Mendez Fundamental Intermediate School.

**REPORT OF ACTION TAKEN IN CLOSED SESSION**

By a vote of 5-0, the Board took action to approve Workers' Compensation Stipulated Award for former classified employee, as named in Closed Session, Claim No. SUSJ-008573 in the amount of \$70,470.

Moved:	Palacio	_____	Amezcu	<u> X </u>	Iglesias	_____	Alvarez	_____	Rodriguez	_____
Seconded:	Palacio	_____	Amezcu	_____	Iglesias	_____	Alvarez	_____	Rodriguez	<u> X </u>
Ayes:	Palacio	<u> X </u>	Amezcu	<u> X </u>	Iglesias	<u> X </u>	Alvarez	<u> X </u>	Rodriguez	<u> X </u>
Noes:	Palacio	_____	Amezcu	_____	Iglesias	_____	Alvarez	_____	Rodriguez	_____
Final Vote:	Ayes	<u> 5 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	_____		

By a vote of 5-0, the Board took action to approve the settlement agreement of permanent classified employee, as named in Closed Session, Employee ID# 15560, which includes the terms provided above, effective March 15, 2017.

Moved:	Palacio	<u> X </u>	Amezcu	_____	Iglesias	_____	Alvarez	_____	Rodriguez	_____
Seconded:	Palacio	_____	Amezcu	_____	Iglesias	_____	Alvarez	<u> X </u>	Rodriguez	_____
Ayes:	Palacio	<u> X </u>	Amezcu	<u> X </u>	Iglesias	<u> X </u>	Alvarez	<u> X </u>	Rodriguez	<u> X </u>
Noes:	Palacio	_____	Amezcu	_____	Iglesias	_____	Alvarez	_____	Rodriguez	_____
Final Vote:	Ayes	<u> 5 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	_____		

**HIGH SCHOOL STUDENT AMBASSADORS**

REACH Academy - Michael Hernandez; Saddleback - Stephanie Duarte; Segerstrom - Genesis Cortez; Santa Ana Valley - Alexander Duarte

Michael, Stephanie, Genesis, and Alexander provided highlights to the Board of current events, information, and activities at their respective high schools.

**SUPERINTENDENT'S REPORT**

Superintendent Phillips opened by congratulating the Boys Varsity Soccer Team at Godinez Fundamental High School for becoming the 2017 State CIF Regional Division 2 Soccer Champions. Dr. Phillips also gave special recognition to Madison Elementary School for having the highest student participation last week, almost 4,000 students were served breakfast during National School Breakfast Week. She mentioned the Special Board Meeting in which the Board had to make a difficult but necessary decision to notice certificated staff that their services may be impacted for next school year, and reiterated that the notices do not necessarily mean layoffs. The notices provide the Board with maximum flexibility as staff reviews, determines other possible areas for potential reductions and make adjustments. She stated that the District has diligently been sharing the great things about schools, programs, and resources at a series of Neighborhood Canvassing days. Dr. Phillips announced as part of the partnership with Santa Ana College a College Promise Breakfast will be held at Santa Ana High School, Friday, March 17. She concluded her report by inviting everyone to the Annual Artspiration that will be held on Thursday, March 23 at 5:00 p.m. - 8:00 p.m. at the Bowers Museum.

PUBLIC PRESENTATIONS

David De Leon addressed the Board related to the campaign contribution limits. Barbara Pearson addressed the Board related to reduction in force. Marla Bock addressed the Board related the DHH Resources Fair.

**1.0 APPROVAL OF CONSENT CALENDAR**

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

- 1.1 Approval of Regular Board Meeting Minutes - February 15, 2017
- 1.2 Orange County Department of Education Second Quarterly Report on Williams Settlement Legislation for Fiscal Year 2016-17
- 1.3 Acceptance of Gifts in Accordance with Board Policy 3290 - Gifts, Grants, and Bequests
- 1.4 Approval of Student Expulsions 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

331864 - Century  
For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after March 14, 2018.

417735 - Villa  
For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after March 14, 2018.

365457 - Villa  
For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after March 14, 2018.
- 1.5 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
- 1.6 Approval of Submission of Part II of Consolidated Application and Reporting System to California State Department of Education for 2016-17 School Year
- 1.7 Acceptance of Turnaround Arts: California Community Engagement Grant Funds by Willard Intermediate School for March 15 through June 1, 2017
- 1.8 Approval of Agreement with Elite Educational Institute for March 15 through April 30, 2017
- 1.9 Approval of Amendment to Agreement with Catapult Learning West LLC for September 14, 2016 through June 16, 2017

- 1.10 Approval of Two Intermediate School Courses
  - 1.10.1 Approval of Applications Certification II (Google/Microsoft) Course for Intermediate School Students Grades 6-8
  - 1.10.2 Approval of Foundations of Film Course for Intermediate School Students Grades 7-8
- 1.11 Approval of Membership for American Orff-Schulwerk Association for March 15 through June 30, 2017
- 1.12 Acceptance of Quality Rating and Improvement System Block Grant No. 43873 for 2016-17 Program Year
- 1.13 Ratification of Purchase Order Summary and Listing of all Purchase Orders, for the Period of January 25, 2017 through February 28, 2017
- 1.14 Ratification of Expenditure Summary and Warrants Issued Over \$25,000 for the Period of January 25, 2017 through February 28, 2017
- 1.15 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

PRESENTATION

Update on University of California, Irvine Saturday Academy of Law Program

Dr. Jimenez, Assistant Superintendent, K-12 Teaching and Learning introduced Grace Lee, Director of Community Programs with UCI School of Law. She provided the Board with an update and information on the UCI Saturday Academy of Law offered to 9<sup>th</sup> grade SAUSD students.

**REGULAR AGENDA - ACTION ITEMS**

2.0 APPROVAL OF CERTIFICATION OF SECOND INTERIM FINANCIAL STATUS (POSITIVE)

Ms. Douglas, Assistant Superintendent, Business Services provided the Board with a brief presentation on the 2016-17 Second Interim Budget Report. After Board discussion the item was approved as follows:

It was moved by Dr. Rodriguez, seconded by Dr. Alvarez, and carried 3-1, Ms. Iglesias dissenting, to approve a positive certification of the Second Interim Financial Status Report.

3.0 RATIFICATION OF RETAINER AGREEMENT WITH CONSTANTINE CANNON LLP

It was moved by Ms. Iglesias, seconded by Dr. Alvarez, and carried 4-0, to ratify the Retainer Agreement with Constantine Cannon LLP.

4.0 RATIFICATION OF CONSENT TO FINANCIAL ARRANGEMENT BETWEEN LAWYERS FOR CONSTANTINE CANNON LLP AND SUSMAN GODFREY LLP

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to ratify the Consent to Financial Arrangement between Lawyers for Constantine Cannon LLP and Susman Godfrey LLP.

5.0 AUTHORIZATION TO AWARD A CONTRACT TO FIRST CARBON SOLUTIONS FOR CALIFORNIA DEPARTMENT OF EDUCATION ENVIRONMENTAL COMPLIANCE FOR THE PORTABLE-TO-PERMANENT PROJECT AT CARVER ELEMENTARY SCHOOL

It was moved by Dr. Rodriguez, seconded by Dr. Alvarez, and carried 3-1, Ms. Iglesias dissenting, to authorize staff to award a contract to First Carbon Solutions for California Department of Education (CDE) Environmental Compliance for the portable-to permanent project at Carver Elementary School.

6.0 AUTHORIZATION TO AWARD A CONTRACT TO LENTZ MORRISSEY ARCHITECTURE INC. TO DESIGN A PORTABLE-TO-PERMANENT PROJECT AT CARVER ELEMENTARY SCHOOL

It was moved by Dr. Rodriguez, seconded by Dr. Alvarez, and carried 3-1, to Ms. Iglesias dissenting, to authorize staff to award a contract to Lentz Morrissey Architecture Inc. to design a portable-to-permanent project at Carver Elementary School.

7.0 Adoption of Resolution No. 16/17-3167 - National Deaf History Month

It was moved by Ms. Iglesias, seconded by Dr. Alvarez, and carried 4-0, to adopt Resolution No. 16/17-3167 - National Deaf History Month.

8.0 ADOPTION OF RESOLUTION NO. 16/17-3168 - PROCLAIMING MARCH, 2017 AS YOUTH ART MONTH

It was moved by Ms. Iglesias, seconded by Dr. Alvarez, and carried 4-0, to adopt Resolution No. 16/17-3168 - proclaiming March, 2017 as Youth Art Month.

9.0 APPROVAL TO RESCHEDULE REGULAR BOARD MEETING OF APRIL 11 TO APRIL 18, 2017

It was moved by Ms. Iglesias, seconded by Dr. Rodriguez, and carried 4-0, to approve to reschedule the Regular Board meeting of April 11 to April 18, 2017.

NEW AND REVISION OF EXISTING BOARD POLICIES

The Board may direct the revision of any regulation which it finds inconsistent with Board policy.  
(Board Bylaw 9312)

10.0 BOARD POLICY (BP) 3511 ENERGY AND WATER CONSERVATION (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 3511 - Energy and Water Conservation.

11.0 BOARD POLICY (BP) 3511.1 INTEGRATED WASTE MANAGEMENT (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 3511.1 - Integrated Waste Management.

12.0 BOARD POLICY (BP) 3514 ENVIRONMENTAL SAFETY (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 3514 - Environmental Safety.

13.0 BOARD POLICY (BP) 3514.1 - HAZARDOUS SUBSTANCES (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy 3514 - Hazardous Substances.

14.0 BOARD POLICY (BP) 3515 - CAMPUS SECURITY (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 3515 - Campus Security.

15.0 BOARD POLICY (BP) 4112.2 - CERTIFICATION (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 4112.2 - Certification.

16.0 BOARD POLICY (BP) 4115 - EVALUATION/SUPERVISION (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 4115 - Evaluation/Supervision.

17.0 BOARD POLICY (BP) 4315 - EVALUATION/SUPERVISION (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 4315 - Evaluation.

18.0 BOARD POLICY (BP) 6161.1 - SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (REVISED: FOR ADOPTION)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to approve Board Policy (BP) 6161.1 - Selection and Evaluation of Instructional Materials for adoption.

- 19.0 BOARD POLICY (BP) 7100.1 AS-BUILT CONSTRUCTION DRAWINGS (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 7100.1 - As-built Construction Drawings.

- 20.0 BOARD POLICY (BP) 7110 FACILITIES MASTER PLAN (Revised: For Adoption)

It was moved by Dr. Alvarez, seconded by Dr. Rodriguez, and carried 4-0, to adopt the revised Board Policy (BP) 7110 - Facilities Master Plan.

**NEW AND REVISION OF EXISTING BOARD POLICIES - For First Reading / No Action Required**

The Board may direct the revision of any regulation which it finds inconsistent with Board policy.  
(Board Bylaw 9312)

- 21.0 BOARD POLICY (BP) 0410 - NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES (New: First Reading)

Presented for first reading; No action required.

- 22.0 BOARD POLICY (BP) 3514.2 INTEGRATED PEST MANAGEMENT (New: First Reading)

Presented for first reading; No action required.

- 23.0 BOARD POLICY (BP) 3544 - DISTRICT-OWNED VEHICLES (New: First Reading)

Presented for first reading; No action required.

- 24.0 BOARD POLICY (BP) 4030 - NONDISCRIMINATION IN EMPLOYMENT (Revised: First Reading)

Presented for first reading; No action required.

- 25.0 BOARD POLICY (BP) 4119.11/4219.11/4319.11 - SEXUAL HARASSMENT (Revised: First Reading)

Presented for first reading; No action required.

- 26.0 BOARD POLICY (BP) 4154/4254/4354 - EMPLOYEE HEALTH & WELFARE BENEFITS (New: First Reading)

Presented for first reading; No action required.

**BOARD AND STAFF REPORTS/ACTIVITIES**

Dr. Rodriguez

- Attended the Valley High School WASC Accreditation visitation;
- Participated in National Read Across America Day at Monroe Elementary and Santiago K-8.

Dr. Alvarez

- Visited Chavez High School;
- Participated in the National Read Across America Day at Monroe Elementary School;
- Attended the Speech and Debate competition.

Ms. Iglesias

- Attended the Speech and Debate at Santa Ana High School;
- Participated in the National Read Across America Day at Monte Vista Elementary School.

Mr. Palacio

- Attended Boca de Oro;
- Participated in the National Read Across America Day;
- Participated in the Neighborhood Canvassing;
- Attended the Sound of Music at Godinez High School;
- Attended the soccer tournament at Godinez High School;
- Attended the Speech and Debate at Santa Ana High School;
- Attended the AVID Showcase at Thorpe Fundamental Elementary.

**ADJOURNMENT**

There being no further business to come before the Board, the Board meeting was adjourned at 10:35 p.m. in memory of Margaret Marangi, Jim McMullen, Julie Phan, Roberto Ocegüera, Sebastián Gonzales, and Edna Hernandez-Pedroza by Board President Palacio.

The next Regular Meeting will be held on Tuesday, March 28, 2017, at 6:00 p.m.

ATTEST:

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Stefanie P. Phillips, Ed.D.  
Secretary  
Santa Ana Board of Education

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>RETIREMENTS 2016-17</b>					
Engle, Robert	Teacher	Godinez	June 22, 2017		Retirement - 14 years
Oliver, Harry	NJROTC	Santa Ana	June 22, 2017		Retirement - 20 years
Owings, Roxanna	Coordinator of Special Projects	Special Projects/Wellness	June 30, 2017		Retirement - 36 years
<b>RESIGNATIONS 2016-17</b>					
Ellis, Melissa	Nurse	Pupil Support Services	February 27, 2017		Other - 2 months
George, Megan	Teacher	Greenville	June 22, 2017		Personal - 2 years
Godoy Garcia, Rogelio	Teacher	Carr	June 22, 2017		Personal - 1 year
Golojuh, Judy	Program Specialist	K-12 Curriculum Instruction/Staff Development	June 30, 2017		Personal - 2 years
Jarrott, Janette	Teacher	Martin	June 22, 2017		Personal - 2 years
Kanode, Cathy	Teacher	Jackson	June 22, 2017		Accepted another position - 1 year
Miller, Raleen	Speech and Language Pathologist	Speech Department	June 22, 2017		Personal - 1 year
Peshke, Christina	Teacher	Esqueda	June 22, 2017		Family Responsibilities - 9 years

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

Board Meeting - March 14, 2017

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>RESIGNATIONS 2016-17 (Continued)</b>					
Schurman, James	Teacher	Segerstrom	June 22, 2017		Personal - 2 years
Solis, Eric	Teacher	Santa Ana	June 22, 2017		Personal - 2 years
Turner, Emily	Teacher	Esqueda	June 22, 2017		Personal - 2 years
Van Gilder, Christine	Teacher	Lathrop	June 22, 2017		Personal - 2 years
Wasan, Logielyn	Teacher	Heninger	June 22, 2017		Personal - 2 years
<b>NEW HIRES/RE-HIRES 2016-17</b>					
Bilvado-Alaniz, Ana	Counselor	Valley	February 14, 2017		New Hire - Temporary 44909
Chirinos, Stephanie	Teacher	Lowell	February 14, 2017		New Hire - Probationary I
Houser, Michelle	Teacher	Carver	February 3, 2017		New Hire - Temporary 44920
<b>REASSIGNMENTS 2016-17</b>					
Prado, Hilda	Program Specialist	K-12 Teaching & Learning	February 21, 2017		From Teacher at Lowell to Program Specialist at K-12 Teaching & Learning

Mark A. McKinney, Associate Superintendent, Human Resources

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>CHANGE IN STATUS</b>					
Barragan, Ruby	Teacher	Lincoln	January 13, 2017		From Intern to Probationary I
Espindola, Claudia	Teacher	Transition Programs	December 16, 2016		From Intern to Probationary II
<b>SPRING SPORTS 2016-17</b>					
C'De Baca, Cooper	Assistant Coach	Godinez	2016-17		Track
Cortez, Heriberto	Head Coach	Godinez	2016-17		Tennis (Boys)
Echaves, Michael	Head Coach	Godinez	2016-17		Track
Espineli, Tabitha	Assistant Coach	Godinez	2016-17		Swimming
Fedele, Stephen	Assistant Coach	Godinez	2016-17		Baseball
Koeler, James	Head Coach	Godinez	2016-17		Volleyball (Boys)
Lee, Torrence	Assistant Coach	Godinez	2016-17		Swimming
Mac Lennan, Luke	Head Coach	Godinez	2016-17		Baseball
MacLennan, Sara	Assistant Coach	Godinez	2016-17		Track
Morris, Jessica	Head Coach	Godinez	2016-17		Swimming
Parga, Regina	Assistant Coach	Godinez	2016-17		Tennis (Boys)
Pinto, Franklin	Assistant Coach	Godinez	2016-17		Baseball
Pola, Kevin	Assistant Coach	Godinez	2016-17		Track
Watts, Matthew	Assistant Coach	Godinez	2016-17		Track
Chavez, Michael	Assistant Coach	Santa Ana	2016-17		Baseball
Gutierrez, David	Assistant Coach	Santa Ana	2016-17		Track, Football

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>SPRING SPORTS 2016-17 (Continued)</b>					
Hollingshead, Jason	Assistant Coach	Santa Ana	2016-17		Swimming
Leon, Jose	Assistant Coach	Santa Ana	2016-17		Baseball
Lillie, Brian	Head Coach	Santa Ana	2016-17		Volleyball (Boys)
Tayco, Lance	Assistant Coach	Santa Ana	2016-17		Softball
TeGantvoort, Charles	Head Coach	Santa Ana	2016-17		Football
Zamora, Erica	Assistant Coach	Santa Ana	2016-17		Softball
Alonzo, Yvonne	Head Coach	Segerstrom	2016-17		Softball
Caroompas, John III	Head Coach	Segerstrom	2016-17		Volleyball (Boys)
DeMent, Russell	Assistant Coach,	Segerstrom	2016-17		Baseball, Football
Fredericksen, Timothy	Assistant Coach	Segerstrom	2016-17		Swimming
Kimmons, Herbert III	Assistant Coach	Segerstrom	2016-17		Tennis (Boys)
McMullen, Carrie	Head Coach	Segerstrom	2016-17		Track (Girls)
Salway, Andrew	Head Coach	Segerstrom	2016-17		Swimming
Stevenson, Neil	Assistant Coach	Segerstrom	2016-17		Track
Tagalao, Joseph	Head Coach	Segerstrom	2016-17		Football
Vanags, Michael	Head Coach	Segerstrom	2016-17		LACrosse (Boys)
Vu, Lan	Head Coach,	Segerstrom	2016-17		Track (Boys),
	Assistant Coach	Segerstrom			Football
<b>CO-CURRICULAR 2016-17</b>					
Wolting, Brooke		Lorin Grisct	2016-17		Activities Director

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>DEPARTMENT CHAIRS 2016-17</b>					
Heuberger, Terri		Lathrop	2016-17		English (sharing)
Peterson, Erik		Santiago	2016-17		AVID
Wolff, Amanda		Lathrop	2016-17		English (sharing)
<b>SUBSTITUTES 2016-17</b>					
Aceves, Elizabeth					
Alatorre, Roberto					
Anticona, Astrid					
Apiz, Richelle					
Austin, Tamara					
Ayala, Javier					
Baker, Judith					
Barboza, Marlene					
Bayley, Delia					
Benavente Velasquez, Marlon					
Blancas, Rogelio Jr.					
Bogle, Barbara					
Boshnack, David					
Bradford, Karina					
Brandt, Kathy					
Browne, Robert					
Burtis, Justin					
Bywater, Colette					

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>SUBSTITUTES 2016-17 (Continued)</b>					
Cabezas, Cristina					
Carney, Nikolaus					
Carpino, Remy					
Cole, Meghan					
Craycraft, Timothy					
De La Cruz, Jacqueline					
Del Campo, Nathan					
Deveney, Tamara					
Durham, Kyle					
Edwards, Teri					
Evans, Geraldine					
Fast, Juanita					
Flink, Christine					
Flint, Claudia					
Flores, Juan					
Flores, Marissa					
Fockler, Matthew					
Fonseca Chavez, Dulce					
Galvan, Victor					
Gaona, Scott					
Garcia, Jacqueline					
Gladstone, Maryanne					
Golding, Matthew					
Gumz, Jonathan					
Hernandez, Noemi					

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>SUBSTITUTES 2016-17 (Continued)</b>					
Hinkle, Olivia					
Hulett, Ralph					
Lara, Ricardo					
Lee, Calvin					
Lewis, Paige					
Litzinger, Atalie					
Lopez, Diana					
Lopez, Lisa					
Lubetkin, Martie					
Magsaysay, Thomas					
Mandolini, Gloria					
Maso, Louis					
McBride, Vicki					
Mendoza, Nelida					
Mendoza, Ramon					
Merritt, Jasmine					
Miranda Osornio, Giovanna					
Munoz, Gustavo					
Nguyen, Vong					
Nix, Kimberly					
O'Meara, Holly					
Ortega, Alfredo					
Ortiz, Jonathan					
Patel, Priya					

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>SUBSTITUTES 2016-17 (Continued)</b>					
Perez, Kiara					
Petruk, Kelsey					
Phillips, Jacqueline					
Pomerantz, Carole					
Qafaiti, Selena					
Quan, Alexander					
Quezada, Samuel					
Ramos, Barbro					
Rife, Robert					
Rios, Estefani					
Rivera, Jessica					
Rodriguez, Aryanna					
Rodriguez, Jemma					
Sanchez, Leana					
Schelman, Susan					
Serrano, Annel					
Sierra, Melissa					
Sorenson, Dale					
Su, Sophia					
Sykes, Robert					
Tanimoto, Patricia					
Terrones Verastegui, Anayancy					
Tomosada, Karen					
Turner, Diana					

**Mark A. McKinney, Associate Superintendent, Human Resources**



**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RETIREMENTS</b>						
Cruz, Maria	Fd. Svc. Spvr. Elem.	Monte Vista	March 13, 2017			28 years, 4 months
Cubillo, Martha	Sr. Fd. Svc. Wkr.	Valley	March 13, 2017			16 years, 5 months
Garcia, Minerva	Instr. Asst. Sev. Dis.	Kennedy	February 24, 2017			18 years, 5 months
Ibarra, Roberta	Fd. Svc. Wkr.	MacArthur	February 14, 2017			20 years, 3 months
Lopez, Gloria	Sr. Fd. Svc. Wkr.	Century	June 21, 2017			21 years, 5 months
Marthell, Armonia	Sch. Off. Mgr. Elem.	Monte Vista	February 15, 2017			26 years, 3 months Correction of date from February 16, 2017
Martin, Maria	Fd. Svc. Wkr.	Lathrop	December 30, 2016			8 years, 4 months
Perez, Angelina	Sch. Off. Mgr. Elem.	Franklin	June 30, 2017			42 years, 9 months
Reff, Maria	Fd. Svc. Wkr.	Santa Ana High	February 27, 2017			26 years, 4 months
Torres, Margarito	Custodian	Segerstrom	March 1, 2017			14 years, 3 months
<b>RESIGNATIONS</b>						
Avelar, Cindy	After School IP	After School Programs	February 1, 2017			Personal - 1 year, 1 month
Azucena, Ana	Fd. Svc. Wkr.	Washington	January 20, 2017			Personal - 13 years, 3 months
Campos, Ashley	School Police Officer Autism	School Police	February 23, 2017			Personal - 1 year, 11 months
Dodele, Kristina	Paraprofessional	Mitchell	January 19, 2017			Personal - 3 days

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RESIGNATIONS (Continuation)</b>						
Espidio Oliman, Sergio	Fd. Svc. Wkr.	Sierra	January 23, 2017			Personal - 2 years, 4 months
Espinoza Gama, Maria	Activity Supervisor	Pio Pico	October 17, 2016			Personal - 7 years, 4 months
Galaviz, Maria	SSP Sp. Ed.	Century	January 17, 2017			Personal - 11 years, 2 months
Galeana, Wendy	After School IP	King	February 10, 2017			Personal - 2 years, 1 month
Garza, Veronica	After School IP	After School Programs	February 3, 2017			Personal - 9 months
Gonzalez, Marisol	Activity Supervisor	Fremont	February 24, 2017			Personal - 5 months
Guzman, Edgar	SSP Sp. Ed.	Saddleback	February 24, 2017			Personal - 1 year
Hernando, Kenia	Activity Supervisor	Wilson	June 6, 2016			Personal - 4 months
Hidalgo, Ruth	Licensed Vocational Nurse	PSS	February 17, 2017			Personal - 9 months
LaSure, Katherine	SSP Sp. Ed.	Franklin	January 25, 2017			Personal - 7 months
Lopez, Antonio Jr.	Custodian	Pio Pico	January 9, 2017			Personal - 7 years, 6 months
McCurry, Marvin	Energy Manager	Facilities Dept.	February 8, 2017			Personal - 5 years, 9 months
Mejia, Maria	After School IP	Monroe	February 24, 2017			Personal - 2 years, 1 month
Navarrete, Andrea	SSP Sp. Ed.	Monte Vista	February 24, 2017			Personal - 2 years

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RESIGNATIONS (Continuation)</b>						
Rodriguez, Eric	Instr. Asst. Sev. Dis.	Mitchell	February 6, 2017			Personal - 1 year, 5 months
Suarez, Neli	SSP Sp. Ed.	Pio Pico	February 6, 2017			Personal - 2 years, 1 month
Vasquez, Lorena	Site Clerk	Lowell	January 10, 2017			Personal - 8 years
Villagomez, Daniel	Activity Supervisor	Segestrom	February 16, 2017			Personal - 1 year, 4 months
Villanueva, Diana	Preschool Teacher	ECE	December 19, 2016			Personal - 1 year, 3 months
Zamarripa, Omar	Fd. Svc. Wkr.	Valley	December 9, 2016			Personal - 2 months
<b>39 MONTH REEMPLOYMENT (100 Day Differential Ended)</b>						
Todd, Aurelia	Library Media Tech.	Villa	February 16, 2017			
<b>ABSENCES (3 to 20 duty days) - Without Pay</b>						
Sandoval, Ray	DSO	School Police Services	March 6, 2017	March 10, 2017		Personal
Sandoval, Ray	DSO	School Police Services	April 10, 2017	April 14, 2017		Personal
Soto, Maria	Fd. Svc. Wkr.	Hoover	February 22, 2017	March 9, 2017		Personal

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>LEAVES (21 duty days or more) - Without Pay</b>						
Penaloza, Ruby	Site Clerk	Godinez	March 1, 2017	April 14, 2017		Personal
Ramirez, Gabriel	Autism Paraprofessional	Martin	February 27, 2017	May 26, 2017		Personal
<b>NEW HIRES</b>						
Avelar Muñoz, Cesar	After School IP	After School Programs	February 10, 2017		16/1	Probationary
Barajas, Elena	Community & Family Outreach Liaison	PSS	January 17, 2017		36/1	Probationary/ Correction of date from January 23, 2017
Barroso, Vivian	Fd. Svc. Wkr.	Santa Ana High	March 15, 2017		11/1	Probationary
Brito, Alejandro	Instr. Asst. Sev. Dis.	Transition Program	February 13, 2017		20/1	Probationary
Casas, Guillermo	Activity Supervisor	Segerstrom	February 2, 2017		10/1	
Contreras, Itzel	SSP Sp. Ed.	Santa Ana High	January 30, 2017		19/1	Probationary
Flynn, Samantha	Instr. Asst. Sev. Dis.	Adams	February 9, 2017		20/1	Probationary
Galvan Herrera, Zenaida	Activity Supervisor	Greenville	February 22, 2017		10/1	
Garcia, Kelly	SSP Sp. Ed.	Godinez	February 10, 2017		19/1	Probationary
Horstein, Heidi	Activity Supervisor	Wilson	January 31, 2017		10/1	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>NEW HIRES (Continuation)</b>						
Lopez, Ashlynn	Instr. Asst. Sev. Dis.	Reach Academy	January 26, 2017		20/1	Probationary
Marenco, Andy	Activity Supervisor	Segerstrom	February 16, 2017		10/1	
Martinez, Claudia	SSP Sp. Ed.	Adams	February 7, 2017		19/1	Probationary
Mendez, Vanessa	SSP Sp. Ed.	Carver	January 30, 2017		19/1	Probationary
Morris, Thomas	Preschool Teacher	ECE	February 15, 2017		IIIC/1	Probationary
Nguyen, Ai	After School IP	After School Programs	January 30, 2017		16/1	Probationary
Reyna, Zoila	Library Media Technician	Lincoln	March 1, 2017		25/1	Probationary
Rodriguez Gonzalez, Maritza	Activity Supervisor	Madison	January 31, 2017		10/1	
Sierra, Sonia	Fd. Svc. Wkr.	Santa Ana High	March 15, 2017		11/1	Probationary
Simonsen, Walter	Activity Supervisor	Godinez	February 22, 2017		10/1	
Stowers, Tyler	Instr. Asst. Sev. Dis.	McFadden	February 6, 2017		20/1	Probationary
Torres, Agustin	Activity Supervisor	McFadden	February 23, 2017		10/1	
Trias, Marc	Paraprofessional	Martin	February 6, 2017		24/1	Probationary
Zamora, Melissa	After School IP	After School Programs	February 6, 2017		16/1	Probationary
<b>ADDITIONAL ASSIGNMENTS</b>						
Gordon, Jasmin	SSP Sp. Ed.	Willard	February 6, 2017		19/2	Probationary

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ADDITIONAL ASSIGNMENTS (Continuation)</b>						
Muro, Jessica	SSP Sp. Ed.	McFadden	February 15, 2017		19/1	Probationary
<b>PROMOTIONAL APPOINTMENTS</b>						
Cuevas, Alicia	Budget Technician	Budget Dept.	February 22, 2017		From 35/2 to 39/1	From Budget Clerk
Diaz, Diana	Preschool Teacher	ECE	January 18, 2017		From 10/1 to MTSS_B A 8 1	From Teachers Aide
Perez, Jennifer	Community and Family Outreach Liaison	School Climate	March 15, 2017		From 24/3 to 36/1	From Site Clerk
Perez, Mariam	Preschool Teacher	ECE	January 18, 2017		From 10/1 to MTSS_A A 8 1	From Teachers Aide
Rios, Gabriella	Department Specialist	PSS	January 23, 2017		From 25/6 to 28/6	From Sch. Acct. Clerk
<b>REAPPOINTMENT (Returned from Leave)</b>						
Sandoval, Nancy	SSP Sp. Ed.	Saddleback	February 6, 2017		19/6	

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>REASSIGNMENTS</b>						
Bashir, Amanda	Autism Paraprofessional	Martin	January 17, 2017		24/2	From Sp. Ed.
Chacon, Mayra	Fd. Svc. Wkr.	Washington	February 8, 2017		11/1	From Santa Ana High
Corro, Naxheli	After School IP	Villa	December 15, 2016		16/1	From Itinerant
Flores, Katya	Fd. Svc. Wkr.	Esqueda	February 15, 2017		11/4	From Godinez
Keo, Wellindara	Department Specialist	PSS	March 15, 2017		28/3	From Ed. Research Data Support Spec.
Lizarraga, Zyania	After School IP	Greenville	January 17, 2017		16/3	From Taft
Martinez, Joel	After School IP	Pio Pico	February 8, 2017		16/1	From Itinerant
Mejia-Ortiz, Elizabeth	Community and Family Outreach Liaison	School Climate	March 15, 2017		36/2	From Santa Ana High
Onchi, Victoria	Autism Paraprofessional	Martin	January 17, 2017		24/6	From Jackson
Ponce, Kathy	After School IP	Fremont	February 6, 2017		16/1	From Itinerant
Samayoa, Maria	Instr. Asst. Sev. Dis.	Jefferson	August 30, 2016		20/6 + Bil.	From Greenville
Sicarios, Martha	After School IP	MacArthur	December 15, 2016		16/1	From Itinerant
<b>ADJUSTMENT OF WORKING ASSIGNMENT</b>						
Delgado, Juan	DSO	Lathrop	December 16, 2016		31/6	From 10 months to 12 months

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>TEMPORARY ASSIGNMENTS</b>						
Acosta, Erica	Admin. Secretary HR From Sch. Off. Asst. Elem. to Sch. Off.	Human Resources	February 27, 2017	May 19, 2017	31/6	
Garcia, Alma	Mgr. Elem. From Site Clerk to Sch. Off. Asst. Elem.	Monte Vista	February 3, 2017	March 27, 2017	28/5 + Bil.	
Garcia, Maria	From After Sch. IP to Site Coordinator	Monte Vista After School Programs	February 3, 2017	March 27, 2017	24/3	
Lopez, Olga	From Maint. Wkr. II to Carpenter	Bldg. Svcs.	February 15, 2017	March 14, 2017	\$25	
Moreno Alba, Tomas	From Maint. Wkr. I to Maint. Wkr. II	Bldg. Svcs.	February 1, 2017	March 31, 2017	34/5	
Quintero Rodelo, Roberto	From After Sch. IP to Site Coordinator	Bldg. Svcs. After School Programs	February 1, 2017	March 31, 2017	30/5	
Trang, Meyly	Fd. Svc. Spvr. Int.	Nutrition Svcs.	February 15, 2017	March 14, 2017	\$25	
Visoso, Janet			February 6, 2017	February 28, 2017	27/1	
<b>HOURLY APPOINTMENTS</b>						
Davis, Michael	Instr. Asst. Provider	Deputy Supt's Office	February 23, 2017		16/1	
Linzaga, Angie	Instr. Asst. Provider	Godinez	January 27, 2017		16/1	
Ortuño, Edgar	Instr. Asst. Provider	MacArthur	February 1, 2017		16/1	
Rivera, Monica	Instr. Asst. Provider	Saddleback	February 1, 2017		16/1	

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>HOURLY APPOINTMENTS (Continuation)</b>						
Rojas, Ruben	Instr. Asst. Provider	Godinez	January 26, 2017		16/1	
Santiago, Itzhel	Instr. Asst. Provider	Century	February 21, 2017		16/1	
Williamson, Travis	Instr. Asst. Provider	After School Programs	January 27, 2017		16/1	
<b>SUBSTITUTES</b>						
Aguilar, Joshua	Custodian		January 30, 2017		23/1	
Arellano, Deena	Clerical		January 27, 2017		20/1	
Guillen, Eduardo	DSO		December 19, 2016		31/1	
Martinez, Gamaliel	Custodian		January 27, 2017		23/1	
Nguyen, Kathryn	Instr. Asst. DHH		February 8, 2017		19/1	
Rios, Hayacharm	Instr. Asst. DHH		January 24, 2017		19/1	
<b>ATHLETIC SPECIALIST</b>						
Aguilar, Mauricio	Asst. Basketball Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Aguirre, Eric	Asst. Basketball Coach	Saddleback	November 14, 2016		\$22.43	
Alaman, Alvin Jr.	Asst. Basketball Coach Girls	Godinez	November 14, 2016		\$22.43	
Alaman, Alvin Jr.	Head Coach Basketball Girls	Godinez	November 14, 2016		\$28.04	

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Avila, Vincent	Asst. Basketball Coach Girls	Century	November 14, 2016		\$22.43	
Barnes, Calvin Jr.	Asst. Basketball Coach	Santa Ana High	November 14, 2016		\$22.43	
Barrera, Damian	Asst. Basketball Coach Girls	Century	November 14, 2016		\$22.43	
Bitun, Rialou	Asst. Wrestling Coach	Santa Ana High	November 14, 2016		\$22.43	
Deaquino, Roberto	Asst. Soccer Coach Boys	Valley	November 14, 2016		\$22.43	
Carlson, Lyle	Asst. Basketball Coach Boys	Saddleback	November 14, 2016		\$22.43	
Casarez, Ariel	Asst. Wrestling Coach	Valley	November 14, 2016		\$22.43	
Casas, Guillermino	Asst. Soccer Coach Girls	Segerstrom	November 14, 2016		\$22.43	
Ceja, Fernando	Asst. Basketball Coach Girls	Century	November 14, 2016		\$22.43	
Cervantes, Luis Eduardo	Asst. Wrestling Coach	Segerstrom	November 14, 2016		\$22.43	
Chavez, Israel	Asst. Wrestling Coach	Saddleback	November 14, 2016		\$22.43	
Cisneros, Edgar	Asst. Wrestling Coach Boys	Santa Ana High	November 14, 2016		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Corona, Alberto	Asst. Wrestling Coach Boys	Godinez	November 14, 2016		\$22.43	
Corpus Acevedo, Jaime	Asst. Soccer Coach Girls	Century	November 14, 2016		\$22.43	
Cruz, Joel	Head Coach Soccer Girls	Santa Ana High	November 14, 2016		\$28.04	
Cruz, Maer	Asst. Waterpolo Coach Girls	Santa Ana High	November 14, 2016		\$22.43	
De La Rosa, Gary	Asst. Wrestling Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Dinh, James	Asst. Basketball Coach	Santa Ana High	November 14, 2016		\$22.43	
Dobbs, Ian	Asst. Basketball Coach	Segerstrom	November 14, 2016		\$22.43	
Duenas, Evelyn	Asst. Basketball Coach Girls	Godinez	November 14, 2016		\$22.43	
Egan, Carrie	Asst. Basketball Coach Boys JV	Valley	November 14, 2016		\$22.43	
Egan, Carrie	Asst. Basketball Coach Boys Varsity	Valley	November 14, 2016		\$22.43	
Estrada, Walter	Asst. Wrestling Coach	Godinez	November 14, 2016		\$22.43	
Franco, Edward	Asst. Wrestling Coach	Century	November 14, 2016		\$22.43	

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Franco, Jesse	Asst. Wrestling Coach	Century	November 14, 2016		\$22.43	
Fulford, Tracey	Asst. Basketball Coach Boys	Segerstrom	November 14, 2016		\$22.43	
Fulford, Tracey	Asst. Basketball Coach Girls	Segerstrom	November 14, 2016		\$22.43	
Galaviz, Maria	Asst. Soccer Coach Girls	Century	November 14, 2016		\$22.43	
Garcia, Jose	Asst. Soccer Coach	Century	November 14, 2016		\$22.43	
Garcia, Vivian	Asst. Soccer Coach	Godinez	November 14, 2016		\$22.43	
Gentry, Damien	Asst. Basketball Coach Girls	Century	December 12, 2016		\$22.43	
Gil, Brianna	Asst. Basketball Coach	Santa Ana High	November 14, 2016		\$22.43	
Godinez, Rodolfo Jr.	Asst. Soccer Coach	Saddleback	November 14, 2016		\$22.43	
Gonzalez, Francisco	Asst. Waterpolo Coach Girls	Saddleback	November 14, 2016		\$22.43	
Gonzalez Martinez, Pablo	Asst. Soccer Coach	Santa Ana High	November 14, 2016		\$22.43	
Gonzalez Sanchez, Roberto	Asst. Soccer Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Gutierrez, Danny	Asst. Soccer Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Gutierrez-Cueva, Celso	Asst. Soccer Coach Boys	Saddleback	November 14, 2016		\$22.43	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - March 14, 2017

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Hall, Troy	Asst. Basketball Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Harmon III, Isaac	Head Coach Basketball Boys Varsity	Valley	November 1, 2016		\$28.04	
Harmon III, Isaac	Asst. Basketball Coach JV	Valley	November 1, 2016		\$22.43	
Heiland, Danielle	Head Coach Waterpolo Girls	Santa Ana High	November 14, 2016		\$28.04	
Hernandez, Andres	Asst. Basketball Coach Boys	Century	November 14, 2016		\$22.43	
Hernandez, Alexander	Asst. Soccer Coach Boys	Godinez	November 14, 2016		\$22.43	
Herrera, Manny	Head Coach Wrestling Coach	Saddleback	November 14, 2016		\$28.04	
Huynh, Tommy	Asst. Soccer Coach Girls	Valley	November 14, 2016		\$22.43	
Izazaga, Tiffany	Asst. Soccer Coach	Saddleback	December 8, 2016		\$22.43	
Izquierdo, Cynthia	Asst. Soccer Coach Girls	Segerstrom	November 14, 2016		\$22.43	
Izquierdo, Fernando	Asst. Soccer Coach Boys	Segerstrom	November 14, 2016		\$22.43	
Jones, Al-Tron	Asst. Basketball Coach	Saddleback	November 14, 2016		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Khin, Sean	Asst. Basketball Coach Boys	Century	November 14, 2016		\$22.43	
Lara, Daniel	Asst. Basketball Coach	Saddleback	November 14, 2016		\$22.43	
Levin, Daniel	Asst. Soccer Coach Boys	Segerstrom	November 14, 2016		\$22.43	
Lopez, David	Head Coach Soccer Girls	Saddleback	November 14, 2016		\$28.04	
Luna Beltran, Alejandro	Asst. Soccer Coach Boys	Valley	November 14, 2016		\$22.43	
Macias, Alfredo	Asst. Basketball Coach Boys	Segerstrom	November 14, 2016		\$22.43	
Maldonado, Christopher	Asst. Basketball Coach Girls	Valley	November 14, 2016		\$22.43	
Maldonado, Hector	Head Coach Wrestling Coach	Godinez	November 14, 2016		\$28.04	
Marenco, Andy	Asst. Basketball Coach	Segerstrom	November 22, 2016		\$22.43	
Martinez, Freddy	Head Coach Basketball	Saddleback	November 14, 2016		\$28.04	
Morales, Javier	Asst. Basketball Coach	Century	November 14, 2016		\$22.43	
Martinez Canales, Jonathan	Asst. Soccer Coach	Century	November 14, 2016		\$22.43	

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Morgan, James	Asst. Basketball Coach	Saddleback	November 14, 2016		\$22.43	
Moroyoqui, Juan	Asst. Wrestling Coach	Segerstrom	November 14, 2016		\$22.43	
Mungia Manzo, Joel	Asst. Basketball Coach Girls	Century	November 14, 2016		\$22.43	
Nava, Imelda	Head Coach Soccer Girls	Segerstrom	November 14, 2016		\$28.04	
Nuñez, Alvaro	Head Coach Basketball Girls	Valley	November 14, 2016		\$28.04	
Olivo, Arturo	Asst. Soccer Coach Boys	Valley	November 14, 2016		\$22.43	
Orendain, Jaime	Asst. Wrestling Coach	Santa Ana High	November 14, 2016		\$22.43	
Orosco, Bernardo	Asst. Wrestling Coach	Valley	November 14, 2016		\$22.43	
Orozco, Natanael	Asst. Waterpolo Coach	Valley	November 14, 2016		\$22.43	
Osisioma, Munachiso	Asst. Basketball Coach	Saddleback	November 18, 2016		\$22.43	
Perez, Antonio	Asst. Basketball Coach	Saddleback	November 14, 2016		\$22.43	
Pineda, Jorge	Asst. Basketball Coach	Century	November 14, 2016		\$22.43	

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Pintor, Teresa	Asst. Soccer Coach Girls	Godinez	November 14, 2016		\$22.43	
Ramirez, Enrique	Asst. Soccer Coach Girls	Segerstrom	November 14, 2016		\$22.43	
Ramirez, Roberto	Asst. Basketball Coach Boys	Century	November 14, 2016		\$22.43	
Rea, Francisco	Asst. Soccer Coach	Santa Ana High	November 14, 2016		\$22.43	
Rios, Francisco	Asst. Basketball Coach Girls	Valley	November 14, 2016		\$22.43	
Rodriguez, Cecilia	Asst. Basketball Coach	Century	November 14, 2016		\$22.43	
Rodriguez, Karina	Asst. Soccer Coach Girls	Santa Ana High	December 14, 2016		\$22.43	
Rucker, Lynn	Asst. Soccer Coach Girls	Valley	November 14, 2016		\$22.43	
Segura, Eduardo	Asst. Basketball Coach	Santa Ana High	November 14, 2016		\$22.43	
Simonds, Joel	Head Coach Basketball Boys	Saddleback	November 14, 2016		\$28.04	
Sok, Johnny	Asst. Basketball Coach Girls	Godinez	November 14, 2016		\$22.43	
Tolento-Navarro, Juan	Asst. Soccer Coach Boys	Valley	November 14, 2016		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 14, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Torres, Elizabeth	Head Coach Basketball Girls	Century	November 14, 2016		\$28.04	
Vasquez Martinez, Jose	Asst. Soccer Coach Boys	Santa Ana High	November 14, 2016		\$22.43	
Vazquez Padilla, Samuel	Asst. Soccer Coach Boys	Godinez	November 21, 2016		\$22.43	
Velazquez, Victor	Asst. Soccer Coach Boys	Century	November 14, 2016		\$22.43	
Zuniga, Eric	Asst. Soccer Coach Boys	Saddleback	November 14, 2016		\$22.43	
Zuniga Magno, Oscar	Asst. Soccer Coach Boys	Saddleback	November 14, 2016		\$22.43	

RESOLUTION NO. 16/17-3167

BOARD OF EDUCATION  
SANTA ANA UNIFIED SCHOOL DISTRICT  
ORANGE COUNTY, CALIFORNIA

**National Deaf History Month**

WHEREAS, approximately one in ten Americans is either born deaf or has acquired some forms of hearing loss due to accident, illness, noise, heredity, or aging; and

WHEREAS, although the term "deaf community" implies uniformity, it actually consists of diverse individuals with varying communication modes and backgrounds, both deaf and hearing, who share common characteristics of hearing loss and/or deaf culture; and

WHEREAS, the deaf community has been long unrecognized and misunderstood by most Americans; and

WHEREAS, numerous pioneers should be honored for their roles in transforming American culture, history, and politics as educators, artists, writers, inventors, informed citizens, and many other roles, as for example:

- A. Thomas Brown, deaf orator and grassroots community leader who planted the seed for the National Association of the Deaf in the 1870s;
- B. Thomas Alva Edison, inventor and scientists who received 1,093 patents and who said his deafness helped him concentrate on his experiments and research;
- C. Andrew J. Foster, deaf American educator who founded thirty-one schools and many other programs for deaf people in thirteen African countries;
- D. Sophia Fowler Gallaudet, an influential deaf advocate to the US Congress and who was known as "Queen of the Deaf Community;"

E. Helen Keller, deaf-blind author and lecturer, who received many honors for her global advocacy on human rights; and

WHEREAS, for thirty years since the 1970s, the general public has been becoming more aware of the deaf community and sign language through television and theatre, ranging from:

- A. Children of a Lesser God, a Tony-Award winning play about the deaf culture which starred a deaf actress; and
- B. Sesame Street, a children's educational television program with an award-winning deaf actress as "Linda the Librarian" to the recent smash hit,
- C. Big River, The Adventures of Huckleberry Finn, multi-award winning musical play, produced by deaf-run Deaf West Theatre; and

WHEREAS, the heritage of the deaf community in America has been recognized in Deaf Heritage, the first history of the deaf community in America, published in 1981 by the National Association of the Deaf, and written by Jack R. Gannon, and American Sign Language has been acknowledged as a true language, and is taught throughout the United States, and

WHEREAS, libraries have been instrumental in promoting public awareness of American Sign Language, deaf culture, and the history of the deaf community, as for example:

- A. Since 1974, the District of Columbia Public Library in Washington, D.C. has celebrated deaf awareness in the first full week of December, now known as Clerc-Gallaudet Week. This Week commemorates the anniversaries of the births of Laurent Clerc and Thomas Hopkins Gallaudet, two pioneers of deaf education in America, both born in December and who made a great impact on the deaf community when they founded the first permanent American school for deaf students in Hartford, Connecticut on April 15, 1817;

March 14, 2017

B. Public schools and academic libraries are acquiring literature and media concerning the deaf community in varied formats such as books, captioned media, American Sign Language video titles, large print, and Braille;

WHEREAS, the month of March 13-April 15 contains these important dates in American History;

A. March 13: The victory of the Deaf President Now movement at Gallaudet University located in Washington, D.C. when the first deaf person was selected to become president of this 124-year-old institution in 1988;

B. April 8: Charter signed in 1864 by the President of the United States, Abraham Lincoln, authorizing the Board of Directors of the Columbia Institution (now Gallaudet University) to grant college degrees to deaf students;

C. April 15: Establishment in 1817 of the first permanent school for deaf students in the Western Hemisphere, now known as the American School for the Deaf, located in Hartford, Connecticut; and

WHEREAS, in the history of California, the Santa Ana Unified School District, as a prominent leader in deaf education, in 1948, founded a program for students who are deaf or hard of hearing that has served over 4000 Orange County students and has continued for over a half century to provide a high standard of education;

NOW, THEREFORE, BE IT RESOLVED, that the Santa Ana Unified School District joins in the celebration of National Deaf History Month, held annually March 13 - April 15 and calls upon public officials, schools, and others to celebrate with programs and activities to highlight and honor the many contributions of the deaf community to American society.

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

AYES: John Palacio, Cecilia Iglesias, Alfonso Alvarez, and Rigo Rodriguez

NOES:

ABSENT Valerie Amezcua

STATE OF CALIFORNIA        )  
  ) SS:  
COUNTY OF ORANGE        )

I, Cecilia Iglesias, Clerk of the Board of Education of the Santa Ana Unified School District of Orange County, California, hereby certify that the above and foregoing Resolution was duly adopted by the said Board at a regular meeting thereof held on the 14 day of March, 2017, and passed by a vote of 4-0 of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand this 14 day of March, 2017.

  
\_\_\_\_\_  
Cecilia Iglesias, Clerk  
Board of Education  
Santa Ana Unified School District

Approved on: 3/14/17 By: \_\_\_\_\_

1 RESOLUTION NO. 16/17-3168

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5  
6 Proclaiming March as Youth Art Month

7  
8 WHEREAS, Arts Education, which includes dance, music, theatre, and the  
9 visual arts, is an essential part of basic education for all students,  
10 kindergarten through grade twelve, to provide for balanced learning and to develop  
11 the full potential of their minds; and

12 WHEREAS, through well-planned instruction and activities in the arts,  
13 children develop initiative, creative ability, self-expression, self-reflection,  
14 thinking skills, discipline, a heightened appreciation of beauty and cross-  
15 cultural understanding; and

16 WHEREAS, experience in the arts develops insights and abilities central to  
17 the experience of life, and are collectively one of the most important  
18 repositories of culture; and

19 WHEREAS, many national and state professional educational associates hold  
20 celebrations in March focused on students' participation in the arts; and

21 WHEREAS, the California State Board of Education states in its Arts  
22 Education Policy adopted in July 1989 that each student should receive a high  
23 quality, comprehensive arts education program based on the adopted visual and  
24 performing arts curriculum documents.

25 NOW, THEREFORE, BE IT RESOLVED: That the Santa Ana Unified School District's  
26 Board of Education declares March, 2017, as "Youth Art Month" and encourages all  
27 to celebrate the arts with meaningful student activities and programs that

1 demonstrate learning and understanding in the visual and performing arts. The  
2 theme for the 2016-17 school year is "United Through Art".  
3

4 I, Cecilia Iglesias, Clerk of the Governing Board, do hereby certify that  
5 the foregoing is a full, true, and correct copy of a resolution passed and adopted  
6 by the Board at a regularly called and conducted meeting held on said date.  
7

8 WITNESS my hand this 14<sup>th</sup> day of March, 2017.  
9

10  
11 By: Cecilia Iglesias

12 Cecilia "Ceci" Iglesias  
13 Clerk of the Board of Education  
14



# Santa Ana Unified School District

## BOARD POLICY NO. 3511

**SUBJECT: Energy and Water Conservation**

**CATEGORY: Business and Noninstructional Operations**

**Effective: 3/14/2017**

**RESPONSIBLE OFFICE(S): Business Services, Facilities & Governmental Relations** Revised: 2/15/2017

### **SCOPE:**

The Governing Board is committed to reducing the District's demand for electricity and water to help conserve natural resources and to save money to support other District needs. To that end, the Board shall establish goals to help reduce the district's energy and water consumption.

### **POLICY:**

The Superintendent or designee shall establish an energy efficiency program which shall include specific strategies designed to help the District use energy more efficiently and to help ensure that funds intended for student learning are not diverted to cover energy costs.

As part of the energy efficiency program, the Superintendent or designee shall develop an emergency action plan to address actions to be taken in the event of power outages in schools, both during and after school operations. The action plan shall also address the role of staff, students and parents/guardians in helping to conserve resources and other activities to help the district meet energy reduction goals. (cf. 3516 - Emergencies and Disaster Preparedness Plan) (cf. 3516.5 - Emergency Schedules)

The Superintendent or designee shall analyze the increase on the District's budget. He/ she shall recommend necessary contingency plans. (cf. 3100 - Budget)

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy and water conservation goals. (cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall present to the Board cost-reducing opportunities to achieve its conservation goals.

The Superintendent or designee shall emphasize conservation instruction at the elementary and secondary levels which will provide students a knowledge and motivation to participate in energy conservation practices. The information shall include those types of energy conservation measures that have application in the home as well as the classroom.

The Superintendent or designee shall periodically report to the Board on the District's progress in meeting energy and water use reduction goals.

All car wash fundraisers shall be suspended due to the State-wide drought emergency. If car wash fundraisers are allowed to resume following the conclusion of the drought emergency, all events shall have water hoses equipped with a spray nozzle that shuts off automatically to reduce water waste, which is the law. When allowable by ordinance, car wash fundraiser staff shall:



# Santa Ana Unified School District

## BOARD POLICY NO. 3511

**SUBJECT: Energy and Water Conservation**

**CATEGORY: Business and Noninstructional Operations**

**Effective: 3/14/2017**

**RESPONSIBLE OFFICE(S): Business Services, Facilities & Governmental Relations** **Revised: 2/15/2017**

- Look for a location where the run off can be disposed of without it entering a storm drain, such as a lawn.
- Seal off the catch basin and pump the water to a vegetated area or lawn.

**DESIRED OUTCOME:**

Through this policy, the District shall establish procedures related to energy and water conservation incurred for the purpose of reducing District costs as stewards of public funds.

**IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

**District Policies and Procedures:**

Administrative Regulation 3511, Energy and Water Conservation

**Legal Reference:**

41422	School term or session length, failure to comply due to disaster
46392	Emergency conditions; ADA estimate

**Public Resources Code**

25410-25421 Energy Conservation Assistance

**Management Resources:**

**CDE Management Advisories**

0118.01	California's Energy Challenge
0706.90	Water Conservation Advisory, 90-09
0222.90	Average Daily Attendance Credit During Periods of Emergency 90-01

**Web Sites:**

CSBA: <http://www.csba.org>  
 California Department of Education, Facilities Division, Energy Challenge:  
<http://www.cde.ca.gov/facilities/energyefficiency>  
 California Energy Commission: <http://www.energy.ca.gov/>  
 Alliance to Save Energy: <http://www.ase.org/>

Adopted: (5-84 8-98 4-02 10-16) 2-17

Santa Ana, CA



# Santa Ana Unified School District

BOARD POLICY NO: 3511.1

SUBJECT: **Integrated Waste Management**  
 CATEGORY: **Business and Non-Instructional Operations** EFFECTIVE: **3/14/2017**  
 RESPONSIBLE OFFICE(S): **Facilities and Governmental Relations** REVISED: **2/15/2017**

## SCOPE:

The Governing Board believes that the conservation of natural resources and the protection of the environment are connected to the district's educational mission and are essential to the health and well-being of the community. The Superintendent or designee shall develop and/or implement a cost-effective, integrated waste management program that incorporates the principles of green school operations.

## POLICY:

The district's program shall include strategies designed to help the district reduce solid and hazardous waste generation, improve efficiency in its use of natural resources, and minimize the impact of such use on the environment. The program shall address all areas of the district's operations, including, but not limited to, procurement, resource utilization, and facilities management practices.

The Superintendent or designee may collaborate with city, county, and state agencies and other public or private agencies in developing and implementing the district's integrated waste management program.

The Superintendent or designee shall make every effort to identify funding opportunities for the district's integrated waste management program including applying for available grants or other cost-reduction incentives. To the extent that funding permits, the Superintendent or designee shall provide appropriate educational and training opportunities to students and staff regarding the benefits and methods of conserving natural resources and protecting the environment

The Superintendent or designee shall regularly monitor all aspects of the district's integrated waste management program and shall provide an update to the Board on its effectiveness as necessary.

## DESIRED OUTCOME:

Through this policy, the District shall establish procedures related to bulk and recyclable waste conservation incurred for the purpose of reducing District costs as stewards of public funds.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### **District Policies and Procedures:**

- (cf. 3511 - Energy and Water Management)
- (cf. 3514 - Environmental Safety)
- (cf. 3514.1 – Hazardous Substance)
- (cf. 7131 - Relations with Local Agencies)
- (cf. 4131 – Certified Professional/Staff Development)



# Santa Ana Unified School District

**BOARD POLICY NO: 3511.1**

**SUBJECT: Integrated Waste Management**

**CATEGORY: Business and Non-Instructional Operations**

**EFFECTIVE: 3/14/2017**

**RESPONSIBLE OFFICE(S): Facilities and Governmental Relations**

**REVISED: 2/15/2017**

(cf. 4331 – Management, Supervisory & Confidential Personnel/Staff Development)

(cf. 6142.5 - Environmental Education)

**Legal Reference:**

**Education Code**

8700-8707 Environmental education

17070.96 Leroy F. Greene School Facilities Act of 1996, consideration of high performance standards

17072.35 New construction grants; use for designs and materials for high performance schools

32370-32376 Recycling paper

33541 Environmental education

**Public Resources Code**

25410-25421 Energy conservation assistance

40050-40063 Waste management; integrated waste management

41780 Waste diversion

42620-42622 Source reduction and recycling programs

42630-42647 School site source reduction and recycling

42649-42649.7 Recycling of commercial solid waste

**Code of Regulations, Title 14**

17225.12 Commercial solid waste

**Management Resources:**

**Web Sites:**

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

California Department of Resources Recycling and Recovery:

<http://www.calrecycle.ca.gov/ReduceWaste/Schools>

California Division of State Architect: <http://www.dgs.ca.gov/dsa>

California Energy Commission: <http://www.energy.ca.gov>

California Environmental Protection Agency: <http://www.calepa.ca.gov>

U.S. Environmental Protection Agency: <http://www.epa.gov>



# Santa Ana Unified School District

BOARD POLICY NO: 3514

SUBJECT: **Environmental Safety**  
 CATEGORY: **Business and Non-Instructional Operations** EFFECTIVE: **3/14/2017**  
 RESPONSIBLE OFFICE(S): **Business Services, Facilities and Governmental Relations** REVISED: **2/15/2017**

## SCOPE:

The Governing Board recognizes its obligation to provide a safe and healthy environment at school facilities for students, staff, and community members. The Superintendent or designee shall regularly assess school facilities to identify environmental health risks. The Superintendent or designee shall establish a comprehensive plan to prevent and/or mitigate environmental hazards based on a consideration of the proven effectiveness of various options, anticipated short-term and long-term costs and/or savings to the district, and the potential impact on staff attendance, student attendance, and student achievement.

## POLICY:

The Superintendent or designee shall establish regulations to prevent and/or reduce environmental hazards in accordance with law and state guidelines. Strategies shall include but not necessarily limited to:

1. Considering air quality in the siting and architectural design of new or remodeled facilities and in the selection of building materials and furnishings, and taking steps to reduce indoor air contaminants in maintenance operations
2. Ensuring the use of effective least toxic pest management practices at all district schools. (cf. 3514.2 – Integrated Pest Management.)
3. Minimizing the exposure to lead in paint, soil or drinking water, especially in areas accessible to very young children.
4. Inspecting and testing facilities for asbestos-containing materials and protecting persons during encapsulation and removal of any asbestos.

The Superintendent or designee shall notify the Board, staff, parents/guardians, students, and/or governmental agencies, as appropriate, if an environmental hazard is discovered at a school site. The notification shall provide information about the district's actions to remedy the hazard and may recommend health screening of staff and students.

## DESIRED OUTCOME:

This policy will promote healthy school environments.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### District Policies and Procedures:

- (cf. 1312.3 - Williams Uniform Complaint Procedures)
- (cf. 3514.2 - Integrated Pest Management)
- (cf. 3514.1 - Hazardous Substances)
- (cf. 3516 - Emergencies and Disaster Preparedness Plan)
- (cf. 3550 - Food Service/Child Nutrition Program)
- (cf. 4131 - Staff Development)
- (cf. 4331 – Management Supervisory and Confidential Staff Development)



# Santa Ana Unified School District

**BOARD POLICY NO: 3514**

**SUBJECT:** Environmental Safety  
**CATEGORY:** Business and Non-Instructional Operations  
**RESPONSIBLE OFFICE(S):** Business Services, Facilities and Governmental Relations  
**EFFECTIVE:** 3/14/2017  
**REVISED:** 2/15/2017

- (cf. 4157/4257/4357/4158/4258/4358 - Employee Safety)
- (cf. 5030 - Student Wellness)
- (cf. 5142 - Safety)
- (cf. 3513.3 - Tobacco-Free Schools)
- (cf. 5141.23 – Infectious Disease Prevention)
- (cf. 5141.6 - Student Health and Social Services)
- (cf. 6163.2 - Animals at School and District Facilities)
- (cf. 7150 - Site Selection and Development)
- (cf. 3516.5 – Emergencies and Disaster Preparedness Plan)
- (cf. 6142.7 - Physical Education)
- (cf. 6161.3 - Toxic Art Supplies)

**Legal Reference:**

**Education Code**

- 17002 Definition of "good repair"
- 17070.75 Facilities inspection
- 17582 Deferred maintenance fund
- 17590 Asbestos abatement fund
- 17608-17613 Healthy Schools Act of 2000, least toxic pest management practices
- 32080-32081 Carbon monoxide devices
- 32240-32245 Lead-Safe Schools Protection Act
- 48980.3 Notification of pesticides
- 49410-49410.7 Asbestos materials containment or removal

**Food and Agricultural Code**

- 11401-12408 Pest control operations and agricultural chemicals
- 13180-13188 Healthy Schools Act of 2000, least toxic pest management practices

**Government Code**

- 3543.2 Scope of representation; right to negotiate safety conditions

**Health and Safety Code**

- 105400-105430 Indoor environmental quality
- 113700-114437 California Retail Food Code, sanitation and safety requirements

**Code of Regulations, Title 5**

- 14010 Standards for school site selection

**Code of Regulations, Title 8**

- 337-339 Hazardous substances list
- 340-340.2 Occupational safety and health, rights of employees



# Santa Ana Unified School District

**BOARD POLICY NO: 3514**

**SUBJECT:** Environmental Safety  
**CATEGORY:** Business and Non-Instructional Operations  
**RESPONSIBLE OFFICE(S):** Business Services, Facilities and Governmental Relations  
**EFFECTIVE:** 3/14/2017  
**REVISED:** 2/15/2017

1528-1533 Construction safety orders; exposure to hazards  
 5139-5223 Control of hazardous substances

**Code of Regulations, Title 13**  
 2025 Retrofitting of diesel school buses  
 2480 Vehicle idling

**Code of Regulations, Title 17**  
 35001-36100 Lead abatement services

**Code of Regulations, Title 22**  
 64670-64679 Lead and copper in drinking water

**United States Code, Title 7**  
 136-136y Use of pesticides

**United States Code, Title 15**  
 2601-2629 Control of toxic substances  
 2641-2656 Asbestos Hazard Emergency Response Act

**United States Code, Title 42**  
 1758 Food safety and inspections

**Code of Federal Regulations, Title 40**  
 141.1-141.723 Drinking water standards  
 745.61-745.339 Lead-based paint standards  
 763.80-763.99 Asbestos-containing materials in schools  
 763.120-763.123 Asbestos worker protections

**Management Resources:**

- CSBA PUBLICATIONS
- Indoor Air Quality: Governing Board Actions for Creating Healthy School Environments, Policy Brief, July 2008
- Asthma Management in the Schools, Policy Brief, March 2008
- Food Safety Requirements, Fact Sheet, October 2007
- Sun Safety in Schools, Policy Brief, July 2006

- California Department of Education Publications**
- School Site Selection and Approval Guide, 2000
- Indoor Air Quality, A Guide for Educators, 1995



# Santa Ana Unified School District

**BOARD POLICY NO: 3514**

**SUBJECT:** Environmental Safety  
**CATEGORY:** Business and Non-Instructional Operations  
**RESPONSIBLE OFFICE(S):** Business Services, Facilities and Governmental Relations

**EFFECTIVE:** 3/14/2017  
**REVISED:** 2/15/2017

## **California Department of Health Services Publications**

Report to the Legislature: Lead Hazards in California's Public Elementary Schools and Child Care Facilities, April 1998

## **U.S. Environmental Protection Agency Publications**

Indoor Air Quality Tools for Schools, rev. 2007

Healthy School Environments Assessment Tool, 2007

The ABCs of Asbestos in Schools, rev. August 2003

Mold Remediation in Schools and Commercial Buildings, March 2001

How to Manage Asbestos in School Buildings: AHERA Designated Person's Self-Study Guide, 1996

## **Web Sites**

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

AirNow: <http://www.airnow.gov>

American Association of School Administrators: <http://www.aasa.org>

California Air Resources Board: <http://www.arb.ca.gov>

California Department of Education, Health and Safety: <http://www.cde.ca.gov/ls/fa/hs>

California Department of Pesticide Regulation: <http://www.cdpr.ca.gov>

California Department of Public Health: <http://www.cdph.ca.gov>

California Indoor Air Quality Program: <http://www.cal-iaq.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Consumer Product Safety Commission: <http://www.cpsc.gov>

National Center for Environmental Health: <http://www.cdc.gov/nceh>

Occupational Safety and Health Administration: <http://www.osha.gov>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Adopted: (8-98 4-02) 2-17

Santa Ana, CA



# Santa Ana Unified School District

**BOARD POLICY NO: 3514.1**

**SUBJECT:** Hazardous Substances  
**CATEGORY:** Business and Non-Instructional Operations  
**EFFECTIVE:** 03/14/17  
**RESPONSIBLE OFFICE(S):** Business, Risk Management, Building Services, Logistics  
**REVIEWED:** 02/15/17

## **SCOPE:**

The Governing Board recognizes that potentially hazardous substances are used in the daily operations of our schools. The Superintendent or designees shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner, and in compliance.

## **POLICY:**

Insofar as reasonably possible, the Superintendent or designees shall minimize the quantities of hazardous substances stored and used on school property.

When hazardous substances must be used, the Superintendent or designee shall give preference to materials that cause the least risk to people and the environment.

The Superintendent or designees shall develop, implement, and maintain a written hazard communication program in accordance with state law and shall ensure that employees, students, and others as necessary are fully informed about the properties and potential hazards of substances to which they may be exposed.

Should the District maintain a workplace where there is laboratory use of hazardous chemicals (i.e., where relatively small quantities of hazardous chemicals are used but not produced), the District is required to have a written chemical hygiene plan to protect employees.

The Superintendent or designee shall develop specific measures to ensure the safety of students and staff in school laboratories where hazardous chemicals are used. Such measures shall include instruction to students about proper handling of hazardous substances.

## **DESIRED OUTCOME:**

To provide a safe school environment that protects students and employees from exposure to potentially hazardous substances that may be used in the district's educational program and in the maintenance and operation of district facilities and equipment.

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### **District Policies and Procedures:**

BP 1240 - Volunteer Worker  
BP 3514 - Environmental Safety  
BP 4119.42/4219.42/4219.42 - Exposure Control Plan for Bloodborne Pathogens  
BP 4157/4257/4357 - Employee Safety  
BP 5141.22 - Infectious Diseases  
BP 5142 - Safety  
BP 6161.3 - Toxic Art Supplies

AR 1240 - Volunteer Worker  
AR 3514 - Environmental Safety  
AR 3514.2 - Integrated Pest Management  
AR 4119.42/4219.42/4219.42 - Exposure Control Plan for Bloodborne Pathogens



# Santa Ana Unified School District

**BOARD POLICY NO: 3514.1**

**SUBJECT:** Hazardous Substances  
**CATEGORY:** Business and Non-Instructional Operations **EFFECTIVE:** 03/14/17  
**RESPONSIBLE OFFICE(S):** Business, Risk Management, Building Services, Logistics **REVIEWED:** 02/15/17

**Legal Reference:**

**Education Code:**

49340-49341 Hazardous substances education  
 49401.5 Legislative intent; consultation services  
 49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

**Food and Agricultural Code:**

12981 Regulations re pesticides and worker safety

**Health and Safety Code:**

25163 Transportation of hazardous wastes; registration; exemptions; inspection  
 25500-25520 Hazardous materials release response plans; inventory

**Labor Code:**

6360-6363 Hazardous Substances Information and Training Act  
 6380-6386 List of hazardous substances

**Code of Regulations, Title 8:**

339 List of hazardous substances  
 3203 Illness and injury prevention program  
 3204 Records of employee exposure to toxic or harmful substances  
 5139-5230 Control of hazardous substances, especially  
 5154.1-5154.2 Ventilation  
 5161 Definitions  
 5162 Emergency eyewash and shower equipment  
 5163 Control of spills  
 5164 Storage of hazardous substances  
 5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan  
 5194 Hazard communication

**Code of Regulations, Title 22:**

67450.40-67450.49 School hazardous waste collection, consolidation, and accumulation facilities

**Management Resources:**

California Department of Education Publications

**Science Safety Handbook for California Public Schools, 2012**

**WEB SITES**

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

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

Department of Industrial Relations, Cal/OSHA: <http://www.dir.ca.gov/dosh>

(12/89 2/97) 4/13



# Santa Ana Unified School District

BOARD POLICY NO: 3515

SUBJECT: Campus Security  
CATEGORY: Business  
RESPONSIBLE OFFICE(S): Business Services

EFFECTIVE: 3/14/2017  
REVIEWED: 2/15/2017

## SCOPE:

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## POLICY:

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures which are consistent with the goal and objectives of the district's comprehensive safety plan and site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

### Surveillance Systems

The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with the safety planning committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

With the exception of covert cameras that have been temporarily installed for criminal investigation, prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur, explaining that the recordings may be used in disciplinary proceedings, and that matters captured by the camera may be referred to local law enforcement, as appropriate.

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.



# Santa Ana Unified School District

**BOARD POLICY NO: 3515**

**SUBJECT:** Campus Security  
**CATEGORY:** Business  
**RESPONSIBLE OFFICE(S):** Business Services

**EFFECTIVE:** 3/14/2017  
**REVIEWED:** 2/15/2017

## Portable Audio/Video Recorders

The Board believes the use of Portable Audio/Video Recorders (Body Worn Cameras) by sworn peace officers have become a prevalent and effective form of technology among law enforcement agencies and have benefited both officers and the public alike. Portable Audio/Video Recorders promote the perceived legitimacy and sense of procedural justice the community has about the police department strengthening police accountability while providing Officers with the technology to capture and collect evidence/critical incidents and encounters with the public. To the extent that any images from the Portable Audio/Video Recorders create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### **Legal Reference:**

#### EDUCATION CODE

- 32020 Access gates
- 32211 Threatened disruption or interference with classes
- 32280-32288 School safety plans
- 35160 Authority of governing boards
- 35160.1 Broad authority of school districts
- 38000-38005 Security patrols
- 49050-49051 Searches by school employees
- 49060-49079 Student records

#### PENAL CODE

- 469 Unauthorized making, duplicating or possession of key to public building
- 626-626.11 Disruption of schools and evidence
- 832.18 Downloading and storage of data recorded by body-worn cameras
- 633 Law enforcement officers: authorized use of electronic, etc., equipment

#### GOVERNMENT CODE

- 3300 et seq. Public Safety Officers Procedural Bill of Rights
- 6250 et. seq. Protections and inspection of public records



# Santa Ana Unified School District

**BOARD POLICY NO: 3515**

**SUBJECT:** Campus Security  
**CATEGORY:** Business  
**RESPONSIBLE OFFICE(S):** Business Services

**EFFECTIVE:** 3/14/2017  
**REVIEWED:** 2/15/2017

## CALIFORNIA CONSTITUTION

Article 1, Section 28 (c) Right to Safe Schools

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

## COURT DECISIONS

New Jersey v. T.L.O. (1985) 469 U.S. 325

## ATTORNEY GENERAL OPINIONS

83 Ops. Cal. Atty. Gen. 257 (2000)

75 Ops. Cal. Atty. Gen. 155 (1992)

## DESIRED OUTCOME:

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

**BOARD POLICY NO: 4112.2**

**SUBJECT: Certification**

**EFFECTIVE: 3/14/2017**

**CATEGORY: Personnel**

**REVIEWED: 2/15/2017**

**RESPONSIBLE OFFICE(S): Human Resources Department**

**SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

**POLICY:**

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.

- (cf. 4111/4211/4311 - Recruitment and Selection)
- (cf. 4112.21 - Interns)
- (cf. 4112.22 - Staff Teaching English Language Learners)
- (cf. 4112.23 - Special Education Staff)
- (cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
- (cf. 4113 - Assignment)
- (cf. 4121 - Temporary/Substitute Personnel)
- (cf. 5148 - Child Care and Development)
- (cf. 6178 - Career Technical Education)
- (cf. 6200 - Adult Education)

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

- (cf. 4131 - Staff Development)
- (cf. 4131.1 - Teacher Support and Guidance)

**Priorities for Hiring Based on Unavailability of Credentialed Teacher**

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)



# Santa Ana Unified School District

**BOARD POLICY NO: 4112.2**

**SUBJECT: Certification**

**EFFECTIVE: 3/14/2017**

**CATEGORY: Personnel**

**REVIEWED: 2/15/2017**

**RESPONSIBLE OFFICE(S): Human Resources Department**

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential
2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC

The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

3. An individual who holds an emergency permit or for whom a credential waiver has been granted by the CTC

Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

## National Board for Professional Teaching Standards Certification

The Board encourages district teachers to voluntarily complete the requirements for the advanced certification awarded by the National Board for Professional Teaching Standards.



# Santa Ana Unified School District

**BOARD POLICY NO: 4112.2**

**SUBJECT: Certification**

**EFFECTIVE: 3/14/2017**

**CATEGORY: Personnel**

**REVIEWED: 2/15/2017**

**RESPONSIBLE OFFICE(S): Human Resources Department**

The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. In accordance with the collective bargaining agreement and the district budget, the Superintendent or designee may provide release time, fee support, a stipend upon completion, or other support to teachers participating in the program.

(cf. 4161.3 - Professional Leaves)

## Parental Notifications

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived
3. Is teaching in the field of discipline of his/her certification

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)



# Santa Ana Unified School District

**BOARD POLICY NO: 4112.2**

**SUBJECT:** Certification  
**CATEGORY:** Personnel  
**RESPONSIBLE OFFICE(S):** Human Resources Department

**EFFECTIVE:** 3/14/2017  
**REVIEWED:** 2/15/2017

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### **Legal Reference:**

#### EDUCATION CODE

- 8360-8370 Qualifications for child care personnel
- 32340-32341 Unlawful issuance of a credential
- 35186 Complaints regarding teacher vacancy or misassignment
- 44066 Limitations on certification requirements
- 44200-44399.1 Teacher credentialing, especially:
- 44250-44277 Credential types; minimum requirements
- 44300-44302 Emergency permit
- 44325-44328 District interns
- 44330-44355 Certificates and credentials
- 44330-44355 Certificates and credentials
- 44420-44440 Revocation and suspension of credentials
- 44450-44468 University intern program
- 44830-44929 Employment of certificated persons; requirement of proficiency in basic skills
- 56060-56063 Substitute teachers in special education

#### CODE OF REGULATIONS, TITLE 5

- 80001-80674.6 Commission on Teacher Credentialing

#### CODE OF FEDERAL REGULATIONS, TITLE 34

- 200.61 Parent notification regarding teacher qualifications

#### COURT DECISIONS

Association of Mexican-American Educators, et. Al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F. Supp. 1534



# Santa Ana Unified School District

**BOARD POLICY NO: 4112.2**

**SUBJECT:** Certification  
**CATEGORY:** Personnel  
**RESPONSIBLE OFFICE(S):** Human Resources Department

**EFFECTIVE:** 3/14/2017  
**REVIEWED:** 2/15/2017

**Management Resources:**

**COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS**

CL-667 Basic Skills Requirement

CL-856 Provisional Internship Permit

CL 858 Short-Term Staff Permit

13-01 Hiring Hierarchy in Education Code 44225.7, Coded Correspondence, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

**WEB SITES:**

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Commission on Teacher Credentialing, Credential Information Guide (for employers' use only):

<http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

**DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

BOARD POLICY NO: 4115

SUBJECT: Evaluation/Supervision  
 CATEGORY: Personnel  
 RESPONSIBLE OFFICE(S): Human Resources Department

EFFECTIVE: 3/14/2017

REVIEWED: 2/15/2017

## SCOPE:

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## POLICY:

The Governing Board believes that regular, comprehensive evaluations designed to hold instructional staff accountable for their performance are key to improving their teaching skills and raising students' levels of achievement.

(cf. [4141/4241](#) - Collective Bargaining Agreement)

(cf. [4315](#) - Evaluation/Supervision)

Evaluations shall be used to recognize the exemplary skills and accomplishments of staff and to identify areas needing improvement. When areas needing improvement are identified, the Board expects employees to accept responsibility for improving their performance and encourages them to take initiative to request assistance as necessary, including participation in appropriate staff development and/or individualized teacher support and guidance programs.

(cf. [4117.6](#) - Decision Not to Rehire)

(cf. [4118](#) - Dismissal/Suspension/Disciplinary Action)

(cf. [4131](#) - Staff Development)

(cf. [4131.1](#) - Teacher Support and Guidance)

The Superintendent or designee shall assess the performance of certificated instructional staff as it reasonably relates to the following criteria: (Education Code 44662)

1. Students' progress toward meeting district standards of expected achievement for their grade level in each area of study and, if applicable, towards the state-adopted content standards as measured by state-adopted criterion-referenced assessments

(cf. [6011](#) - Academic Standards)

(cf. [6162.5](#) - Student Assessment)

(cf. [6162.51](#) - State Academic Achievement Tests)

2. The instructional techniques and strategies used by the employee

3. The employee's adherence to curricular objectives



# Santa Ana Unified School District

**BOARD POLICY NO: 4115**

**SUBJECT: Evaluation/Supervision**

**CATEGORY: Personnel**

**RESPONSIBLE OFFICE(S): Human Resources Department**

**EFFECTIVE: 3/14/2017**

**REVIEWED: 2/15/2017**

4. The establishment and maintenance of a suitable learning environment within the scope of the employee's responsibilities.

With the agreement of the exclusive representative of the certificated staff when applicable, the Superintendent or designee may incorporate objective standards from the National Board for Professional Teaching Standards and/or the California Standards for the Teaching Profession into district evaluation standards.

(cf. [4119.21/4219.21/4319.21](#) - Professional Standards)

(cf. [4140/4240/4340](#) - Bargaining Units)

The evaluation of certificated employee performance shall not include the use of publishers' norms established by standardized tests. (Education Code [44662](#))

Noninstructional certificated employees shall be evaluated on their performance in fulfilling their defined job responsibilities. (Education Code [44662](#))

The Superintendent or designee shall ensure that evaluation ratings have uniform meaning and are uniformly applied throughout the district

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### Legal Reference:

#### EDUCATION CODE

- 33039 State guidelines for teacher evaluation procedures
- 35171 Availability of rules and regulations for evaluation of performance
- 44660-44665 Evaluation and assessment of performance of certificated employees (the Stull Act)

#### GOVERNMENT CODE

- 3543.2 Scope of representation

### Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS  
California Standards for the Teaching Profession, 2009



# Santa Ana Unified School District

**BOARD POLICY NO: 4115**

**SUBJECT: Evaluation/Supervision**

**CATEGORY: Personnel**

**RESPONSIBLE OFFICE(S): Human Resources Department**

**EFFECTIVE: 3/14/2017**

**REVIEWED: 2/15/2017**

**WEB SITES:**

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

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

California Commission on Teacher Credentialing: <http://www.ctc.ca.gov/>

National Board for Professional Teaching Standards: <http://www.nbpts.org/>

**DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

**BOARD POLICY NO: 4315**

**SUBJECT:** Evaluation/Supervision  
**CATEGORY:** Personnel  
**RESPONSIBLE OFFICE(S):** Human Resources Department

**EFFECTIVE:** 3/14/2017  
**REVIEWED:** 2/15/2017

## **SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## **POLICY:**

The Governing Board believes that regular, comprehensive evaluations designed to hold administrative and supervisory staff accountable for their performance are key to improving their instructional leadership and management skills. Evaluations shall be linked to the district's vision and goals and school improvement plans.

(cf. 0000 - Vision)  
(cf. 0200 - Goals for the School District)  
(cf. 0460 - Local Control and Accountability Plan)  
(cf. 0500 - Accountability)  
(cf. 2140 - Evaluation of the Superintendent)  
(cf. 4300 - Administrative and Supervisory Personnel)

Evaluations shall be used to recognize the exemplary skills and accomplishments of administrative and supervisory employees, serve as a criterion for contract renewals, and identify areas needing improvement. When the evaluation indicates areas needing improvement, the Board expects employees to take the initiative to improve their performance and for their supervisors to assist them in obtaining needed job skills.

(cf. 4331 - Staff Development)

Administrative and supervisory employees shall be evaluated in accordance with provisions of employee contracts and/or applicable collective bargaining agreements as appropriate.

(cf. 4140/4240/4340 - Bargaining Units)  
(cf. 4312.1 - Contracts)

The Superintendent or designee shall make written evaluation procedures available to all administrative and supervisory employees.

(cf. 4112.9 - Employee Notifications)

Administration and supervisory employees shall be evaluated annually, unless otherwise provided for in an employee contract or collective bargaining agreement. Evaluations may occur between scheduled periods at the request of the employee, his/her supervisor, or the Superintendent or designee.



# **Santa Ana Unified School District**

**BOARD POLICY NO: 4315**

**SUBJECT: Evaluation/Supervision**  
**CATEGORY: Personnel**  
**RESPONSIBLE OFFICE(S): Human Resources Department**

**EFFECTIVE: 3/14/2017**  
**REVIEWED: 2/15/2017**

The Superintendent or designee shall establish clear, objective criteria for evaluation based on the job responsibilities of each administrative or supervisory position.

Evaluation criteria for certificated school site administrators may be based on the California Professional Standards for Educational Leaders (CPSEL) and also may include, but not be limited to, evidence of: (Education Code 44671)

1. Academic growth of students, based on multiple measures which may include student work as well as student and school longitudinal data that demonstrate academic growth over time

Assessments used for this purpose shall be valid and reliable and used for the intended purposes and for the appropriate student populations. Local and state academic assessments may include, but are not limited to, state standardized assessments and formative, summative, benchmark, end-of-chapter, end-of-course, Advanced Placement, International Baccalaureate, college entrance, and performance assessments.

(cf. 6162.5 - Student Assessment)  
(cf. 6162.51 - State Academic Achievement Tests)  
(cf. 6141.5 - Advanced Placement)

2. Effective and comprehensive teacher evaluations, including, but not limited to, curricular and management leadership, ongoing professional development, teacher-principal teamwork, and professional learning communities
3. Culturally responsive instructional strategies to address and eliminate the achievement gap
4. The ability to analyze quality instructional strategies and provide effective feedback that leads to instructional improvement
5. High expectations for all students and leadership to ensure active student engagement and learning
6. Collaborative professional practices for improving instructional strategies
7. Effective school management, including personnel and resource management, organizational Leadership, sound fiscal practices, a safe campus environment, and appropriate student behavior



# Santa Ana Unified School District

**BOARD POLICY NO: 4315**

**SUBJECT: Evaluation/Supervision**

**EFFECTIVE: 3/14/2017**

**CATEGORY: Personnel**

**REVIEWED: 2/15/2017**

**RESPONSIBLE OFFICE(S): Human Resources Department**

- 8. Meaningful self-assessment to improve as a professional educator, which may include, but not be limited to, a self-assessment based on the CPSEL and the identification of areas of strengths and areas for professional growth to engage in activities to foster professional growth
- 9. Consistent and effective relationships with students, parents/guardians, teachers, staff, and other administrators

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

The evaluation shall be dated and signed by the employee and evaluator. The employee may respond in writing to the evaluation within a reasonable time after receiving a copy of the evaluation. The response shall be attached to the evaluation and placed in the employee's personnel file.

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### **Legal Reference:**

#### EDUCATION CODE

- 35171 Availability of rules and regulations for evaluation of performance
- 44660-44665 Evaluation and assessment of performance of certificated employees
- 44670-44671 Principal evaluation
- 45113 Rules and regulations for the classified service in districts not incorporating the merit system

#### GOVERNMENT CODE

- 3540.1 Meeting and negotiating in public educational employment, definitions
- 3543.2 Scope of representation (reevaluation procedures)
- 3545 Determination of bargaining units

### Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS  
California Professional Standards for Educational Leaders



# **Santa Ana Unified School District**

**BOARD POLICY NO: 4315**

**SUBJECT: Evaluation/Supervision**

**EFFECTIVE: 3/14/2017**

**CATEGORY: Personnel**

**REVIEWED: 2/15/2017**

**RESPONSIBLE OFFICE(S): Human Resources Department**

## **WEB SITES:**

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

Association of California School Administrators: <http://www.acsa.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

## **DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

**BOARD POLICY NO: 6161.1**

**SUBJECT:** Selection and Evaluation of Instructional Materials

**CATEGORY:** Instruction

**EFFECTIVE:** 03/14/2017

**RESPONSIBLE OFFICE(S):** Educational Services

**REVIEWED:** 02/15/2017

## SCOPE:

The Governing board believes that instructional materials should be selected and evaluated with great care so that they will effectively support the adopted course of study and meet current curricular goals. The review of instructional materials shall be coordinated with the overall development and evaluation of the District curriculum. Taken as a whole, instructional materials should present a broad spectrum of knowledge and viewpoints, reflect the ethnic and cultural diversity of our society, and enhance the use of multiple teaching strategies and technologies.

## POLICY:

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards. The Board shall adopt instructional materials for grade 9 – 12 upon determining that the materials meet the criteria specified in law and administrative regulation.

## **Review Process**

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend materials.

The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. In addition, the instructional materials review committee may include administrators and other staff who have subject-matter expertise, and students as appropriate.

The majority of the participants in the instructional review committee shall be teachers who have experience teaching that the subject area or grade level of the materials.

Individuals who participate in selecting and evaluating the instructional materials shall not have financial interest in the material being reviewed, recommended, or approved. Incompatible activities and conflicts of interest related to the selection and evaluation of instructional materials shall be clearly identified in administrative regulations.

Recommendations for the adoption and/or withdrawal of instructional materials shall be presented to the Board by the Superintendent or designee and shall include documentation supporting the recommendation. All instructional materials recommended to the Board for adoption shall be available for public inspection at the district office.

## **Complaints**

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

## **Public Hearing on Sufficiency of Instructional Materials**



# Santa Ana Unified School District

**BOARD POLICY NO: 6161.1**

**SUBJECT: Selection and Evaluation of Instructional Materials**

**CATEGORY: Instruction**

**EFFECTIVE: 03/14/2017**

**RESPONSIBLE OFFICE(S): Educational Services**

**REVIEWED: 02/15/2017**

The Board shall annually conduct one or more public hearings on the sufficiency of the district's textbooks and other instructional materials.

**DESIRED OUTCOME:**

Through this policy the District shall provide all students with instructional materials that are aligned with academic content standards and that support the district's adopted courses of study.

**IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

**District Policies and Procedures:**

AR 6161.1(a) – Selection and Evaluation of Instructional Materials

**Legal Reference:**

- 1720-1723 – Preparation of courses of study
- 6141 – Curriculum Development and Evaluation
- 3315 – Relations with Vendors
- 9270 – Conflict of Interest
- 3270 – Sale and Disposal of Books, Equipment and Supplies
- 1312.2 – Complaints Concerning Instructional Materials

**California Government Code**

- 35272 – Education and athletic materials
- 44805 - Enforcement of course of studies; use of textbooks, rules and regulations
- 51501 – Subject matter reflecting on race, color etc.
- 60010 – Definitions
- 60040 – 60047 – Instructional requirements and materials
- 60070 – 60076 – Prohibited acts (re instructional materials)
- 60110 – 60111 – Instructional materials on drug education
- 60200 – 60206 – Elementary school materials
- 60400 – 60411 – High school textbooks

**Other Regulatory Authority**

CDE Program Advisories

10021.09 – Selection of Instructional Materials, CIL: 90/91 – 02



# Santa Ana Unified School District

## BOARD POLICY NO. 7100.1

**SUBJECT: AS-BUILT CONSTRUCTION DRAWINGS**

**CATEGORY: Facilities**

**Effective: 3/14/2017**

**RESPONSIBLE OFFICE(S): Facilities & Governmental Relations**

**Revised: 2/15/2017**

### **SCOPE:**

Upon completion of work, all contractors will be required to provide one complete set of corrected "as-built" plans and specifications showing all changes from original plans, regardless of how minor the change may be. The final set of drawings and specifications shall be furnished to the District both as a hard copy and as a PDF file, and shall become permanent property of the District. The furnishing of the final corrected set of plans and specifications shall be a condition to the final payments to the architect and to the contractor.

### **POLICY:**

Upon the completion of work by District personnel, one corrected set of "as-built" plans and specifications or a mark-up showing construction changes on a former accurate record set of building drawings showing all changes from original plans, however minor, shall be completed and retained in the Building Services/Construction files.

### **DESIRED OUTCOME:**

This policy will allow the District to ensure all record drawings and specifications are received and maintained from contractors and architects for use on future construction projects.

### **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

#### **District Policies and Procedures:**

Administrative Regulation 7100.1

#### **Legal Reference:**

##### **Education Code**

35275 New school planning and design

39148 Prepares of plans, specifications and estimates; qualifications; observation of construction

39152 Rules and regulations; building standards



# Santa Ana Unified School District

## BOARD POLICY BP 7110

**SUBJECT:** Facilities Master Plan

**CATEGORY:** Facilities

**RESPONSIBLE OFFICE(S):** Facilities & Governmental Relations

**Effective:** 3/14/2017

**Revised:** 2/15/2017

### **SCOPE:**

Superintendent or designee shall develop and maintain a master plan for District facilities. This plan shall describe the District's anticipated school facilities needs and priorities. It shall also identify funding sources and timelines for building. The plan shall be reviewed at regular intervals specified within the plan.

### **POLICY:**

The plan shall be based on an assessment of the District's short-and long-term facility needs, giving consideration to:

1. Current and projected school enrollments for each grade level based on residential housing growth patterns in accordance with city/county general plans and other demographic factors.
2. The District's educational goals. (cf. 0200 Goals for the School District)
3. Current and projected educational program requirements.
4. Current and projected instructional technology needs.
5. Student safety and welfare.
6. An evaluation of existing buildings and needs for modernization and renovation. (cf. 7111 Evaluating Existing Buildings)
7. State planning standards and local zoning requirements.
8. The community's social, economic and political characteristics.
9. Estimated costs associated with meeting the District's facility needs.

The Superintendent or designee shall ensure that staff, parents/guardians, students, and business and community representatives are kept informed of the need for facilities construction or modernization via the District's website. Regarding the expenditure of District bond funds, the Superintendent or designee shall also establish a facilities committee that shall meet at regular intervals in order to give community members opportunities to provide input into the planning process. (cf. 1220 Citizen Advisory Committees)

In addition, the Superintendent or designee shall establish a principals' advisory committee to provide input on additional facilities-related issues throughout the District.



# Santa Ana Unified School District

## BOARD POLICY BP 7110

**SUBJECT:** Facilities Master Plan

**CATEGORY:** Facilities

**RESPONSIBLE OFFICE(S):** Facilities & Governmental Relations

**Effective:** 3/14/2017

**Revised:** 2/15/2017

To ensure that proposed facilities conform with all State planning standards and local zoning requirements, the Superintendent or designee shall consult architectural and engineering firms, utility companies, local governmental and planning agencies, the Orange County Department of Education, the California Department of Education, the Division of the State Architect and the Office of Public School Construction. Assistance from colleges and universities, planning laboratories and private consulting firms shall be authorized when necessary to augment District staff resources.

**DESIRED OUTCOME:**

To align the current stakeholder outreach methods and programmatic needs of the District.

**IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

**District Policies and Procedures:**

Board Policy 7110

**Legal Reference:**

Education Code

Parking

Adopted: (7-02 10-16) 2-17

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**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, CAO, Educational Services**

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

<b>ITEM SUMMARY:</b>
<p>If the value of a gift exceeds \$500, the Superintendent shall bring the nature of the gift, with a specific recommendation, to the Board of Education for approval. The gifts under this item are all valued at more than \$500.</p>

**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.

LCAP Goal 3.10: Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

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

DH:lr

SANTA ANA UNIFIED SCHOOL DISTRICT  
GIFTS RECOMMENDED FOR ACCEPTANCE - March 28, 2017

School:	Gift:	Amount:	Donor:	Used for:
Willard Intermediate School	Five Chromebooks	\$935	Google Inc. Mountain View	Computer classroom
Century High School	HP Sprout Package Learning Studio	\$10,000	Digital Promise Learning Studio Washington, D.C.	Students in the STEAM/Art classroom
Century High School		\$750	Charlie's Best Burgers Mr. Serafin Torres Manager Santa Ana	Boy's soccer team
Santa Ana Unified School District		\$10,000	First Pacific Financial Mr. Robert Gray Fullerton	Speech and Debate Programs
<b>March 28, 2017 donations</b>		<b>\$21,685</b>		
<b>2017 Total donations</b>	<b>\$35,762</b>	<b>\$57,447</b>		

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**  
**March 28, 2017**

**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:** **Lucinda N. Pueblos, Assistant Superintendent, K-12 School Performance and Culture**

**PREPARED BY:** **Lucinda N. Pueblos, Assistant Superintendent, K-12 School Performance and Culture**

**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:**

Various Funding Sources

**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.

<b>ITEM SUMMARY:</b>
An extended school-sponsored trip requires the approval of the Board of Education. A trip is considered to be an extended school - sponsored trip when it takes students beyond neighboring counties or is over night.

SANTA ANA UNIFIED SCHOOL DISTRICT - EXTENDED FIELD TRIPS  
 RECOMMENDED FOR APPROVAL - March 28, 2017

Date:	Schools/Location:	Funding and Cost:	Student(s):	Staff and Chaperone:
June 16-18, 2017 (Friday - Sunday)	Valley High School HOBY Leadership Conference Chapman University Orange, CA	\$545.00 per student (s) (cost paid by ASB funds)	2	1
June 17-24, 2017 (Saturday - Saturday)	Speech & Debate National Speech & Debate Association Tournament Huffman High School Birmingham, AL	\$1,000.00 per student (s) (cost paid by donations & Site Discretionary funds)	25	5

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

## **Agenda Item Backup Sheet**

<b><u>ITEM:</u></b>	Request of extended field trip for Valley High School to have students participate in the Hugh O'Brien Youth (HOBY) Leadership Conference at Chapman University in Orange, California. The trip will be June 16-18, 2017.
<b><u>OVERVIEW:</u></b>	Valley High School is requesting authorization for students to participate in the HOBY Leadership Conference in Orange, California.
<b><u>RATIONALE:</u></b>	The HOBY Leadership Conference allows students to organize their leadership talents and apply them in becoming effective, ethical leaders in their home, school, and community. Selected students participate in hands-on leadership activities, meet leaders in their state, and explore their own personal leadership skills while learning how to lead others and make a positive impact in their community.
<b><u>PARTICIPANTS:</u></b>	2 students and 1 chaperone (Tisha More – HOBY representative).
<b><u>COSTS:</u></b>	\$545.00 per student – To include lodging, meals, and transportation
<b><u>*FUNDING:</u></b>	Cost paid by ASB funds
<b><u>RECOMMENDATION:</u></b>	Approve the request of the extended field trip for Valley High School to have students participate in the Hugh O'Brien Youth (HOBY) Leadership Conference at Chapman University in Orange, California on June 16-18, 2017.

\* EC 35330

No student shall be prevented from making a trip because of a lack of sufficient funds. No trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds.

## **Agenda Item Backup Sheet**

- ITEM:** Request of extended field trip for the top Intermediate Speech and Debate students to compete in the National Speech and Debate Association (NSDA) Tournament at Huffman High School in Birmingham, Alabama. The trip will be on June 17-24, 2017.
- OVERVIEW:** Speech and Debate is requesting approval for their top intermediate students to debate in the National Speech and Debate Association Tournament in Birmingham, Alabama.
- RATIONALE:** The NSDA tournament will provide an opportunity for students to compete at the highest level in speech and debate. This trip will introduce the talent we have developed in SAUSD to the rest of the nation. Students will learn how to prepare for national competition and use this experience to continue to flourish and orient their peers when they get back. Students will also visit the Civil Rights Museum, 16<sup>th</sup> Street Baptist Church, and walk across Edmund Pettus Bridge. We will assure a safe and motivational-learning experience through hands-on learning. The methods used will provide students with an understanding and appreciation for competition, civil rights, individual empowerment, promote critical-thinking skills, while improving peer socialization and promoting positive self-concepts. The program will also help students identify their roles and responsibilities in relation to the schools they represent.
- PARTICIPANTS:** 25 students and 5 chaperone (4 certificated and 1 classified)
- COSTS:** \$1,000.00 per student - To include lodging, meals, and transportation
- \*FUNDING:** Cost paid by donations and Site Discretionary funds
- RECOMMENDATION:** Approve the request of the extended field trip for the top Intermediate Speech and Debate students to compete in the National Speech and Debate Association Tournament at Huffman High School in Birmingham, Alabama on June 17-24, 2017.

\* EC 35330 No student shall be prevented from making a trip because of a lack of sufficient funds. No trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Master Contract and/or Individual Service Agreement with Nonpublic School and Agency for Student with Disabilities for 2016-17 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Doreen Lohnes, Assistant Superintendent, Special Education/SELPA**

**PREPARED BY:**   **Doreen Lohnes, Assistant Superintendent, Special Education/SELPA**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Individualized Education Program (IEP) services for one student with disabilities. This student requires additional parent counseling and group counseling as identified in the student's IEP.

At student's most recent IEP meeting, the IEP team agreed that additional parent counseling was needed to support parent's needs. In addition, having student participate in a non-public school based group counseling will support a possible transition to a school district program.

<b>ITEM SUMMARY:</b>
<ul style="list-style-type: none"> <li>• <u>1</u> student with disabilities will be served per IEP team recommendation</li> <li>• Vendors are certified non-public schools which serve students with disabilities per the students' IEP.</li> <li>• Agreement Ends: <u>June 30, 2017</u></li> </ul>



**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.

LCAP Goal 2.2: Support learning opportunities for current special education students as provided in their Individualized Education Programs (IEPs).

LCAP GOAL 1.14: In addition to services provided to low income students, students receiving special education services will receive services such as, but not limited to, services and supports as listed in Individualized Education Programs (IEPs) for additional students above 2013-14 baseline numbers.

**FUNDING:**

Special Education: Not to exceed \$11,927

**RECOMMENDATION:**

Approve the master contract and/or individual service agreement with nonpublic school and agency for student with disabilities for the 2016-17 school year.

DL: kq: cvl

**Master Contract and/or Individual Service Agreement with Nonpublic School and Agency  
for Student with Disabilities for 2016-17 School Year**

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**Board Meeting: March 28, 2017**

Student ID#	Amount	Master Contract and Individual Service Agreement for Nonpublic School/Agency
367981	\$10,607	Boys Town California, Inc.
367981	\$1,320	Ocean View School

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**               **Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2016-17 School Year**

**ITEM:**               **Consent**

**SUBMITTED BY:** **Doreen Lohnes, Assistant Superintendent, Special Education/SELPA**

**PREPARED BY:** **Darek Jaronczyk, Director, Special Education**

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**BACKGROUND INFORMATION:**

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

<b>ITEM SUMMARY:</b>
<ul style="list-style-type: none"> <li>• <u>2</u> Attorney fees and parent reimbursement for independent educational evaluation per settlement agreements.</li> </ul>



**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.

LCAP Goal 2.2: Support learning opportunities for current special education students as provided in their Individualized Education Programs (IEPs).

LCAP GOAL 1.14: In addition to services provided to low income students, students receiving special education services will receive services such as, but not limited to, services and supports as listed in Individualized Education Programs (IEPs) for additional students above 2013-14 baseline numbers.

**FUNDING:**

Special Education: Not to Exceed \$39,500

**RECOMMENDATION:**

Approve the payment and reimbursement of costs incurred for related services for students with disabilities for the 2016-17 school year.

**Payment and Reimbursement of Costs Incurred for Related Services for Students with  
Disabilities for 2016-17 School Year**

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**Board Meeting: March 28, 2016**

Student ID#:	Amount:	Expenditure:	Law Office of:
342514	\$11,500	Attorney Fees and Education Services	Leejanice Toback
324982	\$28,000	Attorney Fees and Education Services	Maureen Graves

DL:DJ:cvl

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Increase for Behavior Consultation Services by Leigh Perales for 2016-17 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Doreen Lohnes, Assistant Superintendent, Special Education/SELPA**

**PREPARED BY:**   **Darek Jaronczyk, Director, Special Education**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of an increase of \$10,000 for additional behavior consultation services by Leigh Perales, Board Certified Behavior Analyst. This consultant supports the severe social-emotional and behavioral needs of students in special education with disabilities for the remainder of the 2016-17 school year.

<b>ITEM SUMMARY:</b>
<ul style="list-style-type: none"> <li>• Original Contract Started: <u>July 1, 2016</u></li> <li>• Contract Ends: <u>June 30, 2017</u></li> <li>• Increase Amount: <u>\$10,000</u></li> <li>• Annual Cost: <u>\$30,000</u></li> </ul>



**RATIONALE:**

At its June 7, 2016 meeting, the Board approved the agreement for Leigh Perales in the amount of \$20,000 to provide additional behavioral consultation services to support students in the classroom and other school environments. The increased cost of \$10,000 will result in an annual total not to exceed \$30,000.

LCAP Goal 2.2: Support learning opportunities for current special education students as provided in their Individualized Education Programs (IEPs).

**FUNDING:**

Special Education: \$10,000

**RECOMMENDATION:**

Approve the increase for behavior consultation services by Leigh Perales for the 2016-17 school year.

DL:dj:kq

## **Amendment # 1**

**Contract between Leigh Perales and Santa Ana Unified School District,  
originally executed 6/7/2016, revised 3/29/17.**

This **AMENDMENT** is hereby entered into between the **Santa Ana Unified School District**, hereinafter referred to as "**DISTRICT**" and Leigh Perales, 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 to amend the contract executed 6/7/2016 as follows:

1. **CONSULTANT**: Supports the severe social-emotional and behavioral needs of students in special education with disabilities.
2. **Term**. **CONSULTANT** shall commence providing services under this amended **AGREEMENT** on 7/1/16 and will diligently perform as required and complete performance by 6/30/2017.
3. **Compensation**. **DISTRICT** agrees to pay the **CONSULTANT** for services satisfactorily rendered pursuant to this **AMENDED AGREEMENT** at total fee not to exceed \$30,000.

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

All other terms of the initial **AGREEMENT** shall remain unchanged.

This AMENDED AGREEMENT is entered into this 29<sup>th</sup> Day of March 2017

DISTRICT:

By:

\_\_\_\_\_  
Signature

Tina Douglas

\_\_\_\_\_  
Printed Name

Assistant Superintendent, Business  
Services

\_\_\_\_\_  
Title

3/28/17

\_\_\_\_\_  
Board Approval Date

CONSULTANT:

By:

*Lugh A. Perates*  
\_\_\_\_\_  
Signature

*Leigh Perates*  
\_\_\_\_\_  
Printed Name

*Behavior Consultant*  
\_\_\_\_\_  
Title

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Increase for Mental Health Services by Tara Lowe for 2016-17 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Doreen Lohnes, Assistant Superintendent, Special Education/SELPA**

**PREPARED BY:**   **Darek Jaronczyk, Director, Special Education**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of an increase of \$10,000 for mental health services by Tara Lowe for special education students for the 2016-17 school year. This consultant supports the mental health needs of students in special education with disabilities. This increase will allow Ms. Lowe to fill the contract by Joy Chiembanchong, during her leave of absence from April 1, 2017 through June 30, 2017.

<b>ITEM SUMMARY:</b>
<ul style="list-style-type: none"> <li>• Original Contract Started: <u>July 1, 2016</u></li> <li>• Contract Ends: <u>June 30, 2017</u></li> <li>• Increase Amount: <u>\$10,000</u></li> <li>• Annual Cost: <u>\$41,104</u></li> </ul>



**RATIONALE:**

At its June 7, 2016 meeting, the Board approved the agreement for Tara Lowe in the amount of \$31,104 to provide mental health counseling in accordance to students' IEPs. The increased cost of \$10,000 will result in an annual total not to exceed \$41,104.

LCAP Goal 2.2: Support learning opportunities for current special education students as provided in their Individualized Education Programs (IEPs).

**FUNDING:**

Special Education: \$ 10,000

**RECOMMENDATION:**

Approve the increase of mental health services by Tara Lowe for the 2016-17 school year.

## **Amendment # 1**

**Contract between Tara Lowe. and Santa Ana Unified School District, originally executed 6/7/2016, revised 3/29/17.**

This **AMENDMENT** is hereby entered into between the **Santa Ana Unified School District**, hereinafter referred to as "**DISTRICT**" and Tara Lowe. 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 to amend the contract executed 6/7/2016 as follows:

1. **CONSULTANT:** Supports the mental health needs of students in special education with disabilities.
2. **Term.** CONSULTANT shall commence providing services under this amended AGREEMENT on 7/1/16 and will diligently perform as required and complete performance by 6/30/2017.
3. **Compensation.** DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AMENDED AGREEMENT at total fee not to exceed \$41,104.

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

All other terms of the initial AGREEMENT shall remain unchanged.

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This AMENDED AGREEMENT is entered into this 29<sup>th</sup> Day of March 2017.

DISTRICT:

By:

\_\_\_\_\_  
Signature

Tina Douglas

\_\_\_\_\_  
Printed Name

Assistant Superintendent, Business  
Services

\_\_\_\_\_  
Title

3/28/17

\_\_\_\_\_  
Board Approval Date

CONSULTANT:

By:

*Tara Lowe*  
\_\_\_\_\_  
Signature

Tara Lowe, LMRT  
\_\_\_\_\_  
Printed Name

Mental Health Specialist  
\_\_\_\_\_  
Title

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Ratification of Purchase Order Summary and Listing of all Purchase Orders, for the Period of March 1, 2017 through March 14, 2017**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Tina Douglas, Assistant Superintendent, Business Services**

**PREPARED BY:**   **Jonathan Geiszler, Director, Purchasing and Stores**

**BACKGROUND INFORMATION:**

Board Policy 3300 and Education Code 17604 specifically authorizes the Board to delegate signature authority on behalf of the District to the District Superintendent. Such delegation of signature authority serves to expedite the implementation of financial transactions or any other contract.

**ITEM SUMMARY:**

- Snapshot of purchase orders issued between March 1, 2017 through March 14, 2017
- Board Policy 3300
- Education Code 17604

**RATIONALE:**

The Purchase Order Summary consists of all orders created during the period of March 1, 2017 through March 14, 2017. A detailed listing is also included. Purchase orders for contracts over \$25,000 have been previously approved by the Board through individual agenda items.

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Ratify Purchase Order Summary and Listing of all Purchase Orders for the period of March 1, 2017 through March 14, 2017.

TD:jg:mm



# Santa Ana Unified School District

Stefanie P. Phillips, Ed.D., Superintendent

Date: March 15, 2017  
To: Stefanie P. Phillips, Ed.D., Superintendent  
From: Tina Douglas, Assistant Superintendent, Business Services  
Subject: Purchase Order Summary: From 01-MAR-2017 through 14-MAR-2017

Fund 01	21st Century ASSETS (roll-up 4124)	\$ 13,996.84
Fund 01	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	\$ 5,991.35
Fund 01	Beginning Teacher-BTSA	\$ 5,833.58
Fund 01	California Career Pathways Trust	\$ 5,271.57
Fund 01	California Clean Energy Jobs Act (Prop 39)	\$ 232.00
Fund 01	Carl D Perkins Section 131 Career and Technical Education act of 1998	\$ 1,184.17
Fund 01	Communication Studies (Speech and Debate)	\$ 6,449.05
Fund 01	Donations (Miscellaneous)	\$ 4,315.55
Fund 01	E-Business Academy [0473] CHS	\$ 319.32
Fund 01	Education Academy [0434] CHS	\$ 2,301.00
Fund 01	Fund 01 General Fund	\$ 379,682.39
Fund 01	Fundraiser (Non ASB-PTA Deposits)	\$ 13,737.50
Fund 01	Global Business Academy [0190] VHS	\$ 1,862.14
Fund 01	Head Start	\$ 598.59
Fund 01	Heritage Museum (OC Water District)	\$ 4,540.80
Fund 01	High School Inc.	\$ 1,811.39
Fund 01	Homeless Children Education Grants	\$ 48,666.14
Fund 01	IASA: Title I Basic Grants Low-Income and Neglected, Part A	\$ 171,981.11
Fund 01	LCFF-Supplemental/Concentration	\$ 18,005.66
Fund 01	Medi-Cal Billing Option	\$ 6,785.99
Fund 01	NCLB: Title II, Part B, CA Mathematics and Science Partnerships (CaMSP)	\$ 556.48
Fund 01	One-Time Discretionary Funds	\$ 85,817.25
Fund 01	Ongoing & Major Maintenance Account	\$ 74,389.15
Fund 01	PLTW (Project Lead The Way, Inc.)	\$ 1,083.91
Fund 01	Positive School Climate Model	\$ 2,237.19
Fund 01	Pupil Transportation (7230/7240)	\$ 10,500.00
Fund 01	SA Public Schools Foundation (SAPSF) Check	\$ 2,347.40
Fund 01	SCE-Facilities	\$ 227.65
Fund 01	Saturday Attendance Recovery Program (WIN)	\$ 13,104.22
Fund 01	Special Ed: IDEA Early Intervention Grants	\$ 588.43
Fund 01	Special Ed: IDEA Preschool Grants	\$ 40.93
Fund 01	Special Ed: Mental Health Services	\$ 840.00
Fund 01	Special Ed: Workability I LEA	\$ 1,008.44
Fund 01	Special Education	\$ 13,447.05

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## BOARD OF EDUCATION

John Palacio, President • Valerie Amezcua, Vice President  
Cecilia "Ceci" Iglesias, Clerk • Alfonso Alvarez, Ed.D., Member • Rigo Rodriguez, Ph.D., Member

Fund 01	Title I, Core Set Aside	\$ 24,755.80
Fund 01	Title II-Part A Improving Teacher Quality	\$ 11,636.50
Fund 01	Two-Way Digital ITFS Licensee Revenue	\$ 1,165.24
Fund 01	Unrestricted - CalSafe (6091/6092)	\$ 1,941.07
Fund 01	Unrestricted - Regional Occupational Center Program (ROC/P 6350)	\$ 1,841.73
Fund 01	Unrestricted Discretionary Accounts	\$ 388,420.15
Fund 01	Unrestricted One-time Funds	\$ 31,000.00
Fund 01	Unrestricted-GATE (7140)	\$ 300.00
Fund 01	WASC (was FdRes 010031)	\$ 788.73
<b>Grand Total:</b>		<b>\$ 1,361,603.46</b>

Fund 12	Child Development: CA State Preschool Program	\$ 1,380.60
Fund 12	Prekindergarten & Family Literacy Support	\$ 4,910.03
<b>Grand Total:</b>		<b>\$ 6,290.63</b>

Fund 13	Child Nutrition: School Programs	\$ 118,553.76
<b>Grand Total:</b>		<b>\$ 118,553.76</b>

Fund 14	Fund 14 Deferred Maintenance Fund	\$ 70,694.39
<b>Grand Total:</b>		<b>\$ 70,694.39</b>

Fund 25	Fund 25 Valley P2P	\$ 567,668.40
Fund 25	Fund 25 Walker/Roosevelt Joint Use	\$ 72,011.68
<b>Grand Total:</b>		<b>\$ 639,680.08</b>

Fund 29	Fund 29 Measure G Series E	\$ 8,000.00
<b>Grand Total:</b>		<b>\$ 8,000.00</b>

Fund 40	Emergency Repair Program-Williams Case	\$ 2,609.20
Fund 40	Fund 40 Kitchen Remodeling	\$ 1,540.00
<b>Grand Total:</b>		<b>\$ 4,149.20</b>

Fund 71	Fund 71 Retiree Benefit Fund	\$ 10,000,000.00
<b>Grand Total:</b>		<b>\$ 10,000,000.00</b>

Fund 81	Fund 81 Property & Liability	\$ 10,360.33
<b>Grand Total:</b>		<b>\$ 10,360.33</b>

Prepared By: Jonathan Geiszler, Director, Purchasing and Stores

**Fund 01**

<b>PO Number:</b>	<b>Date PO Created:</b>	<b>Supplier:</b>	<b>Resource Description:</b>	<b>Site:</b>	<b>Amount:</b>
358549	01-Mar-2017	AARDVARK CLAY AND SUPPLIES, INC.	Unrestricted Discretionary Accounts	TAFT ELEMENTARY SCHOOL	\$ 140.08
358550	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358551	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358552	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358553	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358554	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358555	01-Mar-2017	MCGRAW-HILL EDUCATION, INC. dba MCGRAW-HILL GLOBAL EDUCATION, LLC; MCGRAW-HILL GLOBAL EDUCATION HOLDINGS, LLC; MCGRAW-HILL SCHOOL EDUCATION, LLC.	Special Ed: Mental Health Services	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ -
358556	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358557	01-Mar-2017	MCGRAW-HILL EDUCATION, INC. dba MCGRAW-HILL GLOBAL EDUCATION, LLC; MCGRAW-HILL GLOBAL EDUCATION HOLDINGS, LLC; MCGRAW-HILL SCHOOL EDUCATION, LLC.	Special Ed: Mental Health Services	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 840.00
358558	01-Mar-2017	WEST COAST FIRE & INTEGRATION, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 948.20
358559	01-Mar-2017	PLAYWORKS EDUCATION ENERGIZED	One-Time Discretionary Funds	FREMONT ELEMENTARY SCHOOL	\$ 18,500.00
358560	01-Mar-2017	OneOC	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DIAMOND ELEMENTARY SCHOOL	\$ 5,500.00
358561	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358562	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358563	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358564	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358565	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358566	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358567	01-Mar-2017	PLAYERS CHOICE	Communication Studies (Speech and Debate)	K-12 TEACHING AND LEARNING	\$ 2,624.05
358568	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358569	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358570	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358571	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358572	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358573	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358574	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358575	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358576	01-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358577	01-Mar-2017	DIVERSIFIED OPPORTUNITIES, INC. dba GAME TRUCK	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	AFTER SCHOOL PROGRAMS	\$ 275.00
358578	01-Mar-2017	ASCD	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 459.00
358579	01-Mar-2017	CALIFORNIA TEACHERS ASSOC	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 1,110.00
358580	01-Mar-2017	DISCOVERY CUBE ORANGE COUNTY	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 1,050.00
358581	01-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	WAREHOUSE AND DELIVERY	\$ 102.25
358582	01-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 519.38
358583	01-Mar-2017	BARNES & NOBLE BOOKSELLERS, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HEROES ELEMENTARY SCHOOL	\$ 209.83
358584	01-Mar-2017	JUNIOR LIBRARY GUILD	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SEGERSTROM HIGH SCHOOL	\$ 2,601.53
358585	01-Mar-2017	BSHH, LLC dba BRE SSP PROPERTY OWNER, LLC	WASC (was FundRes 010031)	VALLEY HIGH SCHOOL	\$ 788.73
358586	01-Mar-2017	BARNES & NOBLE BOOKSELLERS, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL	\$ 1,089.81

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358587	01-Mar-2017	MOREY'S MUSIC STORE, INC.	LCFF-Supplemental/Concentration	VISUAL & PERFORMING ARTS	\$ 2,000.00
358588	01-Mar-2017	NATIONAL CONSTRUCTION RENTAL, INC.	Unrestricted Discretionary Accounts	SADDLEBACK HIGH SCHOOL	\$ 3,976.00
358590	01-Mar-2017	UC REGENTS	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MIDDLE COLLEGE HIGH SCHOOL	\$ 900.00
358591	01-Mar-2017	VISION MARKING DEVICES	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 80.74
358593	01-Mar-2017	IAN BYRD dba BYRDSEED, LLC	Unrestricted-GATE (7140)	K-12 TEACHING AND LEARNING	\$ 300.00
358595	02-Mar-2017	BLICK ART MATERIALS dba DICK BLICK COMPANY	Unrestricted Discretionary Accounts	SEGERSTROM HIGH SCHOOL	\$ 176.28
358596	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	HARVEY ELEMENTARY SCHOOL	\$ 819.49
358597	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	MENDEZ FUNDAMENTAL SCHOOL	\$ 117.49
358598	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	TAFT ELEMENTARY SCHOOL	\$ 165.52
358599	02-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 1,049.61
358601	02-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 104.25
358602	02-Mar-2017	WESTED	Title I, Core Set Aside	PUPIL SUPPORT SERVICES	\$ 24,755.80
358603	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	TAFT ELEMENTARY SCHOOL	\$ 92.99
358604	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	KENNEDY ELEMENTARY SCHOOL	\$ 1,145.18
358605	02-Mar-2017	ORANGE COUNTY OPERA, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GREENVILLE FUNDAMENTAL SCHOOL	\$ 1,225.00
358606	02-Mar-2017	COMMUNITY PRODUCTS, LLC dba COMMUNITY PLAYTHINGS	Unrestricted - CalSafe (6091/6092)	EARLY CHILDHOOD EDUCATION	\$ 905.10
358607	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SEGERSTROM HIGH SCHOOL	\$ 204.72
358608	02-Mar-2017	MISSION SAN JUAN CAPISTRANO	Donations (Miscellaneous)	LOWELL ELEMENTARY SCHOOL	\$ 2,197.00
358609	02-Mar-2017	SCHOOL SPECIALTY/CLASSROOM DIRECT	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 134.31
358610	02-Mar-2017	OFFICE DEPOT	Beginning Teacher-BTSA	STAFF DEVELOPMENT	\$ 333.58
358611	02-Mar-2017	CUE CONFERENCE REGISTRATION	Unrestricted Discretionary Accounts	HENINGER ELEMENTARY SCHOOL	\$ -
358612	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	TAFT ELEMENTARY SCHOOL	\$ 43.08
358613	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358614	02-Mar-2017	FAGEN, FRIEDMAN & FULFROST, LLP	Special Education	SPECIAL EDUCATION	\$ 540.00
358615	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358616	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358617	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358618	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358619	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358620	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358621	02-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358622	02-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MUIR FUNDAMENTAL SCHOOL	\$ 17.09
358624	02-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	HENINGER ELEMENTARY SCHOOL	\$ 815.87
358625	02-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WILSON ELEMENTARY SCHOOL	\$ 39.41
358627	02-Mar-2017	STAPLES BUSINESS ADVANTAGE	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 286.79
358628	02-Mar-2017	DAILY JOURNAL CORPORATION dba ORANGE COUNTY REPORTER	California Clean Energy Jobs Act (Prop 39)	CONSTRUCTION	\$ 232.00
358629	02-Mar-2017	DAILY JOURNAL CORPORATION dba ORANGE COUNTY REPORTER	SCE-Facilities	MITCHELL CHILD DEVELOPMENT CENTER	\$ 227.65
358630	02-Mar-2017	MUSIC AND ARTS	SA Public Schools Foundation (SAPSF) Check	MENDEZ FUNDAMENTAL SCHOOL	\$ 636.80
358630	02-Mar-2017	MUSIC AND ARTS	Unrestricted Discretionary Accounts	MENDEZ FUNDAMENTAL SCHOOL	\$ 151.88
358631	02-Mar-2017	LENTZ MORRISSEY ARCHITECTURE, INC.	Unrestricted One-time Funds	HUMAN RESOURCES DIVISION	\$ 31,000.00
358634	02-Mar-2017	MAGNATAG PRODUCTS	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	\$ 1,717.00
358635	02-Mar-2017	HERITAGE MUSEUM OF ORANGE COUNTY	Heritage Museum (OC Water District)	ADAMS ELEMENTARY SCHOOL	\$ 720.00

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358635	02-Mar-2017	HERITAGE MUSEUM OF ORANGE COUNTY	Heritage Museum (OC Water District)	EDISON ELEMENTARY SCHOOL	\$ 28.80
358635	02-Mar-2017	HERITAGE MUSEUM OF ORANGE COUNTY	Heritage Museum (OC Water District)	GREENVILLE FUNDAMENTAL SCHOOL	\$ 2,160.00
358636	02-Mar-2017	WOLVERINE FENCE COMPANY, INC.	Ongoing & Major Maintenance Accounts	BUILDING SERVICES	\$ 3,000.00
358639	02-Mar-2017	DIVISION OF STATE ARCHITECT	Unrestricted Discretionary Accounts	CONSTRUCTION	\$ 320.00
358640	02-Mar-2017	DIVISION OF STATE ARCHITECT	Unrestricted Discretionary Accounts	CONSTRUCTION	\$ 500.00
358643	02-Mar-2017	MARK J. RANKIN dba RANKIN'S COMMERCIAL SECURITY	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$ 1,500.00
358644	02-Mar-2017	OFFICE DEPOT	Special Education	MITCHELL CHILD DEVELOPMENT CENTER	\$ 18.30
358646	02-Mar-2017	HERITAGE MUSEUM OF ORANGE COUNTY	Heritage Museum (OC Water District)	SANTIAGO ELEMENTARY SCHOOL	\$ 1,632.00
358647	02-Mar-2017	BLICK ART MATERIALS dba DICK BLICK COMPANY	21st Century ASSETS (roll-up 4124)	SANTA ANA HIGH SCHOOL	\$ 174.79
358648	02-Mar-2017	OFFICE DEPOT	21st Century ASSETS (roll-up 4124)	SADDLEBACK HIGH SCHOOL	\$ 129.31
358649	02-Mar-2017	COUNCIL OF EDUCATIONAL FACILITY PLANNERS, INTERNATIONAL dba ASSOCIATION FOR LEARNING ENVIRONMENTS	Unrestricted Discretionary Accounts	FACILITIES/GOVERNMENTAL RELATIONS	\$ 300.00
358650	02-Mar-2017	OFFICE DEPOT	21st Century ASSETS (roll-up 4124)	SANTA ANA HIGH SCHOOL	\$ 66.15
358651	02-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SANTA ANA HIGH SCHOOL	\$ 181.67
358653	02-Mar-2017	OFFICE DEPOT	Special Education	SPEECH & LANGUAGE	\$ 120.66
358654	02-Mar-2017	LAKESHORE LEARNING MATERIALS	Special Ed: IDEA Early Intervention Grants	MITCHELL CHILD DEVELOPMENT CENTER	\$ 240.49
358655	02-Mar-2017	LAKESHORE LEARNING MATERIALS	Special Ed: IDEA Preschool Grants,	MITCHELL CHILD DEVELOPMENT CENTER	\$ 40.93
358656	02-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 833.12
358657	02-Mar-2017	IXL LEARNING, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 2,069.00
358659	02-Mar-2017	ACHIEVE3000, INC. / SMARTY ANTS, INC.	Unrestricted Discretionary Accounts	KENNEDY ELEMENTARY SCHOOL	\$ 5,000.00
358660	02-Mar-2017	SOFTCHOICE CORPORATION	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 285.39
358661	02-Mar-2017	MOBYMAX, LLC	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SPURGEON INTERMEDIATE SCHOOL	\$ 198.00
358662	02-Mar-2017	PUT IN CUPS, LLC	One-Time Discretionary Funds	FREMONT ELEMENTARY SCHOOL	\$ 1,667.98
358663	03-Mar-2017	CONSTRUCTIVE PLAYTHINGS	Special Ed: IDEA Early Intervention Grants	MITCHELL CHILD DEVELOPMENT CENTER	\$ 289.63
358664	03-Mar-2017	APPLE, INC.	Unrestricted Discretionary Accounts	21ST CENTURY LEARNING	\$ 2,806.89
358665	03-Mar-2017	LAKESHORE LEARNING MATERIALS	Unrestricted - CalSafe (6091/6092)	EARLY CHILDHOOD EDUCATION	\$ 832.55
358667	03-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Special Education	MITCHELL CHILD DEVELOPMENT CENTER	\$ 3,206.78
358668	03-Mar-2017	LAKESHORE LEARNING MATERIALS	Unrestricted - CalSafe (6091/6092)	EARLY CHILDHOOD EDUCATION	\$ 64.45
358669	03-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Positive School Climate Model	SCHOOL CLIMATE	\$ 1,210.57
358670	03-Mar-2017	FLAGHOUSE, INC.	SA Public Schools Foundation (SAPSF) Check	MADISON ELEMENTARY SCHOOL	\$ 622.02
358671	03-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Special Education	MITCHELL CHILD DEVELOPMENT CENTER	\$ 1,603.39
358672	03-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	SPURGEON INTERMEDIATE SCHOOL	\$ 667.28
358673	03-Mar-2017	B&H PHOTO VIDEO	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 2,588.32
358674	03-Mar-2017	ORANGE COUNTY DEPARTMENT OF EDUCATION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HENINGER ELEMENTARY SCHOOL	\$ 2,010.00
358675	03-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 129.27
358676	03-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	JEFFERSON ELEMENTARY SCHOOL	\$ 113.28
358677	03-Mar-2017	OFFICE DEPOT	Special Education	MITCHELL CHILD DEVELOPMENT CENTER	\$ 140.81
358678	03-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	FACILITIES/GOVERNMENTAL RELATIONS	\$ 27.99
358679	03-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	FACILITIES/GOVERNMENTAL RELATIONS	\$ 187.52
358680	03-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	JEFFERSON ELEMENTARY SCHOOL	\$ 121.92
358681	03-Mar-2017	CDW GOVERNMENT, INC.	LCFF-Supplemental/Concentration	REACH ACADEMY	\$ 416.40

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358684	03-Mar-2017	ELB US, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HEROES ELEMENTARY SCHOOL	\$ 13,026.92
358684	03-Mar-2017	ELB US, INC.	One-Time Discretionary Funds	HEROES ELEMENTARY SCHOOL	\$ 30,150.00
358685	03-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	SPURGEON INTERMEDIATE SCHOOL	\$ 157.30
358686	03-Mar-2017	VEX ROBOTICS, INC.	Saturday Attendance Recovery Program (WIN)	MCFADDEN INTERMEDIATE SCHOOL	\$ 273.74
358687	03-Mar-2017	WEST COAST FIRE & INTEGRATION, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 1,562.38
358688	03-Mar-2017	OFFICE DEPOT	Special Ed: IDEA Early Intervention Grants	MITCHELL CHILD DEVELOPMENT CENTER	\$ 58.31
358689	03-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 1,381.06
358690	03-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 115.98
358691	03-Mar-2017	THOMPSON ENGINEERING	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 2,743.31
358692	03-Mar-2017	ARIZONA MACHINERY dba STOTZ EQUIPMENT	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 756.08
358693	03-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 734.88
358699	03-Mar-2017	DD OFFICE PRODUCTS dba LIBERTY PAPER	Fund 01 General Fund	WAREHOUSE AND DELIVERY	\$ 21,315.11
358700	03-Mar-2017	OFFICE DEPOT	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 815.23
358701	03-Mar-2017	INTERNATIONAL STUDENT TOURS	21st Century ASSETS (roll-up 4124)	SADDLEBACK HIGH SCHOOL	\$ 13,450.00
358702	03-Mar-2017	CHAMPION CHEMICAL COMPANY	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 1,982.60
358703	03-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	MARTIN ELEMENTARY SCHOOL	\$ 2,017.51
358706	03-Mar-2017	OFFICE DEPOT	Special Education	SPEECH & LANGUAGE	\$ 109.89
358707	03-Mar-2017	APPLE, INC.	Special Education	SPECIAL EDUCATION	\$ 671.51
358708	03-Mar-2017	APPLE, INC.	Special Education	SPECIAL EDUCATION	\$ 1,641.03
358709	03-Mar-2017	APPLE, INC.	Special Education	SPECIAL EDUCATION	\$ 1,642.25
358713	03-Mar-2017	PEOPLE ADMIN	Unrestricted Discretionary Accounts	HUMAN RESOURCES DIVISION	\$ 1,500.00
358714	03-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LINCOLN ELEMENTARY SCHOOL	\$ 1,310.00
358715	03-Mar-2017	COUNTRY GARDEN CATERERS	Beginning Teacher-BTSA	STAFF DEVELOPMENT	\$ 5,500.00
358716	06-Mar-2017	SCHOOL SPECIALTY/CLASSROOM DIRECT	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 189.89
358717	06-Mar-2017	REALLY GOOD STUFF, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 2,105.93
358718	06-Mar-2017	JONES SCHOOL SUPPLY CO., INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 257.62
358719	06-Mar-2017	SUPER DUPER PUBLICATIONS	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 187.36
358720	06-Mar-2017	THERAPY SHOPPE, INC.	Special Education	SPECIAL EDUCATION	\$ 43.62
358721	06-Mar-2017	S & S WORLDWIDE, INC.	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	SPURGEON INTERMEDIATE SCHOOL	\$ 428.02
358722	06-Mar-2017	COUNTY OF ORANGE	Unrestricted Discretionary Accounts	HOOVER ELEMENTARY SCHOOL	\$ 280.00
358723	06-Mar-2017	SCHOOL SPECIALTY/CLASSROOM DIRECT	Unrestricted Discretionary Accounts	CARR INTERMEDIATE SCHOOL	\$ 197.18
358724	06-Mar-2017	PEARSON ASSESSMENTS	Special Education	SPEECH & LANGUAGE	\$ 348.03
358725	06-Mar-2017	CLEVER PROTOTYPES, LLC	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 1,723.85
358726	06-Mar-2017	JS PRINTING	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	\$ 1,450.00
358727	06-Mar-2017	NATIONAL FORENSIC LEAGUE dba NATIONAL SPEECH AND DEBATE ASSOCIATION	Communication Studies (Speech and Debate)	K-12 TEACHING AND LEARNING	\$ 3,825.00
358728	06-Mar-2017	MALLORY SAFETY & SUPPLY, LLC	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$ 3,198.62
358729	06-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 5,370.00
358730	06-Mar-2017	JAMES ROCILLO	Unrestricted Discretionary Accounts	SPECIAL PROJECTS/WELLNESS	\$ 600.00
358731	06-Mar-2017	WESTLAND HEATING & AIR CONDITIONING, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 8,145.90
358732	06-Mar-2017	NATIONAL SCIENCE TEACHERS ASSOCIATION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 1,170.00
358733	06-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LINCOLN ELEMENTARY SCHOOL	\$ 2,598.50

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358737	06-Mar-2017	ISTE	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 295.00
358738	06-Mar-2017	DEWAYNE HILL	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WASHINGTON ELEMENTARY SCHOOL	\$ 1,407.45
358739	06-Mar-2017	SCHOLARSHIP PREP	Fund 01 General Fund	Undefined	\$ 16,102.00
358740	06-Mar-2017	PAUL WOO	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 3,412.50
358741	06-Mar-2017	ALLYSON KIRKLAND	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 3,180.00
358742	06-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Two-Way Digital ITFS License Revenue	TECHNOLOGY	\$ 1,165.24
358743	06-Mar-2017	LEXIA LEARNING SYSTEMS	Unrestricted Discretionary Accounts	HARVEY ELEMENTARY SCHOOL	\$ 754.14
358744	06-Mar-2017	KELLY LOOCK	Title II-Part A Improving Teacher Quality	NONPUBLIC SCHOOLS	\$ 3,180.00
358745	06-Mar-2017	SEGERSTROM HIGH SCHOOL	Unrestricted Discretionary Accounts	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 650.00
358746	06-Mar-2017	PRINGLES DRAPERIES AND BLINDS	Unrestricted Discretionary Accounts	THORPE FUNDAMENTAL SCHOOL	\$ 11,013.56
358747	06-Mar-2017	ORANGE COUNTY DEPARTMENT OF EDUCATION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SPURGEON INTERMEDIATE SCHOOL	\$ 900.00
358748	06-Mar-2017	NICHOLAS P. PIPINO ASSOCIATES, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL	\$ 177.58
358749	06-Mar-2017	APPLE, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 491.34
358750	06-Mar-2017	COMMUNICATIONS USA, INC.	Unrestricted Discretionary Accounts	SADDLEBACK HIGH SCHOOL	\$ 351.91
358751	06-Mar-2017	FEDERAL EXPRESS CORPORATION	Unrestricted Discretionary Accounts	DISTRICT-WIDE	\$ 126.00
358752	06-Mar-2017	FBI-LEEDA	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$ 425.00
358753	06-Mar-2017	VILLAGE NURSERIES, L.P.	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 230.79
358754	06-Mar-2017	FBI NATIONAL ACADEMY ASSOCIATES, INC.	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$ 400.00
358756	07-Mar-2017	ORIENTAL TRADING COMPANY, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 265.46
358757	07-Mar-2017	SOCIAL THINKING	Saturday Attendance Recovery Program (WIN)	JACKSON ELEMENTARY SCHOOL	\$ 740.45
358758	07-Mar-2017	SCHOOL HEALTH CORPORATION	Fund 01 General Fund	WAREHOUSE AND DELIVERY	\$ 5,926.26
358759	07-Mar-2017	GOVCONNECTION	Fund 01 General Fund	PUBLICATIONS	\$ 7,844.41
358760	07-Mar-2017	DOMINOS 8360	Unrestricted Discretionary Accounts	SPURGEON INTERMEDIATE SCHOOL	\$ 1,000.00
358762	07-Mar-2017	OCC GATE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DIAMOND ELEMENTARY SCHOOL	\$ 100.00
358763	07-Mar-2017	BRETSCHEG AND ASSOCIATES, INC. dba IMW AGENCY	One-Time Discretionary Funds	COMMUNICATIONS OFFICE	\$ 20,000.00
358764	07-Mar-2017	HARBOR TRUCK BODIES, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 7,175.58
358765	07-Mar-2017	CONSTRUCTIVE PLAYTHINGS	Unrestricted - CalSafe (6091/6092)	EARLY CHILDHOOD EDUCATION	\$ 138.97
358766	07-Mar-2017	ATKINSON ANDELSON LOYA RUUD & ROMO	Unrestricted Discretionary Accounts	BUSINESS SERVICES DIVISION	\$ 73.27
358767	07-Mar-2017	MTI ENTERPRISES, INC. dba MUSIC THEATRE INTERNATIONAL	Unrestricted Discretionary Accounts	SEGERSTROM HIGH SCHOOL	\$ 2,000.00
358768	07-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SEGERSTROM HIGH SCHOOL	\$ 2,525.00
358770	07-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	PUPIL SUPPORT SERVICES	\$ 48.48
358771	07-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 29.67
358773	08-Mar-2017	SCHOLASTIC READING CLUB	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 122.84
358774	08-Mar-2017	SCHOLASTIC READING CLUB	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 103.44
358775	08-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MUIR FUNDAMENTAL SCHOOL	\$ 28.97
358776	08-Mar-2017	SCHOOL SPECIALTY/CLASSROOM DIRECT	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 100.75
358778	08-Mar-2017	OFFICE DEPOT	Special Education	SANTIAGO ELEMENTARY SCHOOL	\$ 36.90
358779	08-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 189.84
358780	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 52.40
358781	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 34.46
358782	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	LINCOLN ELEMENTARY SCHOOL	\$ 263.37
358783	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	CARR INTERMEDIATE SCHOOL	\$ 439.58

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358784	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SEGERSTROM HIGH SCHOOL	\$ 275.81
358785	08-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 480.59
358786	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 38.31
358787	08-Mar-2017	OFFICE DEPOT	NCLB: Title II, Part B, CA Mathematics and Science Partnerships (CaMSP)	K-12 TEACHING AND LEARNING	\$ 38.35
358788	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 588.10
358789	08-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	ESQUEDA ELEMENTARY SCHOOL	\$ 352.86
358790	08-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358791	08-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358792	08-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358793	08-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358794	08-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SEGERSTROM HIGH SCHOOL	\$ 734.47
358795	08-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 880.82
358797	08-Mar-2017	WIDGIX, LLC dba SURVEYGIZMO	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 2,370.50
358799	08-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	ADAMS ELEMENTARY SCHOOL	\$ 69.79
358800	08-Mar-2017	EDNOVATE, INC.	Fund 01 General Fund	Undefined	\$ 287,857.00
358801	08-Mar-2017	SOUTHWEST SCHOOL AND OFFICE SUPPLY	Fund 01 General Fund	WAREHOUSE AND DELIVERY	\$ 11,402.71
358802	08-Mar-2017	COMPETITIVE AQUATIC SUPPLY	Unrestricted Discretionary Accounts	VALLEY HIGH SCHOOL	\$ 4,684.97
358803	08-Mar-2017	PALOS SPORTS, INC.	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 494.51
358804	08-Mar-2017	WEATHERITE CORPORATION	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 9,000.00
358805	08-Mar-2017	GOPHER	Unrestricted Discretionary Accounts	ESQUEDA ELEMENTARY SCHOOL	\$ 167.06
358806	08-Mar-2017	GOPHER	Unrestricted Discretionary Accounts	ESQUEDA ELEMENTARY SCHOOL	\$ 230.80
358807	08-Mar-2017	GOPHER	Unrestricted Discretionary Accounts	SPURGEON INTERMEDIATE SCHOOL	\$ 77.53
358808	08-Mar-2017	KELLY PAPER COMPANY	Fund 01 General Fund	PUBLICATIONS	\$ 29,234.90
358809	08-Mar-2017	DISPLAYS 2 GO	Unrestricted Discretionary Accounts	PUPIL SUPPORT SERVICES	\$ 95.15
358810	08-Mar-2017	PROFESSIONAL PLUMBING & DRAIN CLEANING, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 4,425.00
358811	08-Mar-2017	WESTERN WATERPROOFING COMPANY, INC. dba WESTERN SPECIALTY CONTRACTORS	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 7,800.00
358813	08-Mar-2017	RC MASONRY	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 1,750.00
358814	08-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	DIAMOND ELEMENTARY SCHOOL	\$ 439.58
358815	08-Mar-2017	RC MASONRY	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 3,300.00
358816	08-Mar-2017	OFFICE DEPOT	Special Education	SIERRA PREPARATORY ACADEMY	\$ 769.26
358817	08-Mar-2017	RC MASONRY	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 2,100.00
358818	08-Mar-2017	GRAINGER	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 1,686.13
358819	08-Mar-2017	THOMPSON ENGINEERING	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 3,473.16
358820	08-Mar-2017	INTERCOM CLOCKS & SIGNAL SERVICE	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 1,959.43
358821	08-Mar-2017	WESTERN ILLUMINATED PLASTICS, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 1,049.49
358822	08-Mar-2017	GST, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 656.79
358823	08-Mar-2017	TASER INTERNATIONAL, INC.	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	\$ 4,914.54
358824	08-Mar-2017	LIGHTSPEED TECHNOLOGIES, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WASHINGTON ELEMENTARY SCHOOL	\$ 208.95
358825	09-Mar-2017	OCDE/AP IN THE OC	Unrestricted Discretionary Accounts	HENINGER ELEMENTARY SCHOOL	\$ 45.00
358829	09-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 23.75
358830	09-Mar-2017	VS ATHLETICS dba VENUE SPORTS/SPRINCO ATHLETICS	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	\$ 4,000.00

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358831	09-Mar-2017	APPLE, INC.	Special Education	SPECIAL EDUCATION	\$ 299.00
358832	09-Mar-2017	DIGITAL NETWORKS GROUP, INC.	Unrestricted Discretionary Accounts	JACKSON ELEMENTARY SCHOOL	\$ 381.44
358833	09-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	21ST CENTURY LEARNING	\$ 395.53
358834	09-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JACKSON ELEMENTARY SCHOOL	\$ 225.00
358835	09-Mar-2017	APPLE, INC.	Saturday Attendance Recovery Program (WIN)	WALKER ELEMENTARY SCHOOL	\$ 3,730.30
358836	09-Mar-2017	SIERRA SCHOOL EQUIPMENT COMPANY	Unrestricted Discretionary Accounts	21ST CENTURY LEARNING	\$ 555.13
358837	09-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WILLARD INTERMEDIATE SCHOOL	\$ 450.00
358838	09-Mar-2017	GOVCONNECTION	PLTW (Project Lead The Way, Inc.)	SIERRA PREPARATORY ACADEMY	\$ 1,083.91
358839	09-Mar-2017	VARIDESK, LLC	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 425.61
358840	09-Mar-2017	GOPHER	Fundraiser (Non ASB-PTA Deposits)	MACARTHUR FUNDAMENTAL SCHOOL	\$ 385.67
358841	09-Mar-2017	GOPHER	Fundraiser (Non ASB-PTA Deposits)	MACARTHUR FUNDAMENTAL SCHOOL	\$ 391.83
358842	09-Mar-2017	B.E. PUBLISHING	Unrestricted - Regional Occupational Center Prog (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	\$ 332.68
358843	09-Mar-2017	GOPHER	Unrestricted Discretionary Accounts	SIERRA PREPARATORY ACADEMY	\$ 1,566.14
358844	09-Mar-2017	GOPHER	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	MACARTHUR FUNDAMENTAL SCHOOL	\$ 1,149.62
358845	09-Mar-2017	GOPHER	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	SPURGEON INTERMEDIATE SCHOOL	\$ 947.49
358847	09-Mar-2017	BAUDVILLE, INC.	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 514.86
358848	09-Mar-2017	GOVCONNECTION	Positive School Climate Model	SCHOOL CLIMATE	\$ 464.83
358849	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 32.31
358850	09-Mar-2017	VOCABULARY.COM	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 7,800.00
358851	09-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	MACARTHUR FUNDAMENTAL SCHOOL	\$ 64.54
358852	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 638.42
358854	09-Mar-2017	OFFICE DEPOT	SA Public Schools Foundation (SAPSF) Check	CHAVEZ CONTINUATION HIGH SCHOOL	\$ 307.39
358855	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	JACKSON ELEMENTARY SCHOOL	\$ 188.45
358856	09-Mar-2017	MITCHELL1	Carl D Perkins Section 131 Career and Technical Education act of 1998	VOCATIONAL EDUCATION	\$ 1,184.17
358857	09-Mar-2017	ASSET GENIE, INC. dba AG PARTS WORLDWIDE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	VILLA FUNDAMENTAL SCHOOL	\$ 9,480.92
358858	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 57.99
358859	09-Mar-2017	OFFICE DEPOT	21st Century ASSETS (roll-up 4124)	SEGERSTROM HIGH SCHOOL	\$ 176.59
358860	09-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	VILLA FUNDAMENTAL SCHOOL	\$ 6,498.10
358861	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	SANTA ANA HIGH SCHOOL	\$ 508.18
358862	09-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	EDUCATIONAL SERVICES DIVISION	\$ 229.30
358862	09-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 580.57
358864	09-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	EDUCATIONAL SERVICES DIVISION	\$ 127.11
358865	09-Mar-2017	EMERALD COVE OUTDOOR SCIENCE INSTITUTE	Fundraiser (Non ASB-PTA Deposits)	MARTIN ELEMENTARY SCHOOL	\$ 12,960.00
358866	09-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	PUPIL SUPPORT SERVICES	\$ 423.16
358867	09-Mar-2017	OFFICE DEPOT	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 901.55
358868	09-Mar-2017	PRB CONSTRUCTION	Unrestricted Discretionary Accounts	PUBLICATIONS	\$ 14,990.00
358869	09-Mar-2017	SCHOOL SPECIALTY/CLASSROOM DIRECT	Unrestricted Discretionary Accounts	MONROE ELEMENTARY SCHOOL	\$ 1,635.36
358870	09-Mar-2017	GOVCONNECTION	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 165.26
358872	09-Mar-2017	OFFICE DEPOT	Unrestricted - Regional Occupational Center Prog (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	\$ 668.33

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358873	09-Mar-2017	OFFICE DEPOT	NCLB: Title II, Part B, CA Mathematics and Science Partnerships (CaMSP)	K-12 TEACHING AND LEARNING	\$ 518.13
358874	09-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SPURGEON INTERMEDIATE SCHOOL	\$ 615.42
358875	09-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	MUIR FUNDAMENTAL SCHOOL	\$ 593.90
358876	09-Mar-2017	OFFICE DEPOT	Head Start	CHILD DEVELOPMENT	\$ 598.59
358877	09-Mar-2017	GRAINGER	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 8,484.68
358878	09-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	HOOVER ELEMENTARY SCHOOL	\$ 220.88
358879	09-Mar-2017	STAPLES BUSINESS ADVANTAGE	Unrestricted Discretionary Accounts	LINCOLN ELEMENTARY SCHOOL	\$ 61.06
358880	09-Mar-2017	STAPLES BUSINESS ADVANTAGE	Unrestricted - Regional Occupational Center Prog (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	\$ 90.72
358881	09-Mar-2017	DIGITAL NETWORKS GROUP, INC.	LCFF-Supplemental/Concentration	FACILITIES/GOVERNMENTAL RELATIONS	\$ 2,202.35
358882	09-Mar-2017	DIGITAL NETWORKS GROUP, INC.	LCFF-Supplemental/Concentration	FACILITIES/GOVERNMENTAL RELATIONS	\$ 6,143.44
358884	09-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 233.68
358885	09-Mar-2017	UCI CAMPUS RECREATION- ANTEATER RECREATION CENTER	Unrestricted Discretionary Accounts	SUPERINTENDENT'S OFFICE	\$ 1,800.00
358886	09-Mar-2017	NATHAN CADENA dba SNOW PROS, INC.	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 3,564.00
358887	09-Mar-2017	ORANGE COUNTY OPERA, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	FRANKLIN ELEMENTARY SCHOOL	\$ 875.00
358889	09-Mar-2017	OneOC	IASA: Title I Basic Grants Low-Income and Neglected, Part A	THORPE FUNDAMENTAL SCHOOL	\$ 2,750.00
358890	09-Mar-2017	AMERICAN LEGIOIN AUXILIARY	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	\$ 425.00
358891	09-Mar-2017	GREG A. MARVEL dba TRANSTRAKS/PERSEUS ASSOCIATES, LLC	Pupil Transportation (7230/7240)	TRANSPORTATION DEPARTMENT	\$ 10,500.00
358892	09-Mar-2017	CASBO	Unrestricted Discretionary Accounts	PAYROLL DEPARTMENT	\$ 1,275.00
358893	09-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WILLARD INTERMEDIATE SCHOOL	\$ 5,210.36
358894	09-Mar-2017	WESTERN ILLUMINATED PLASTICS, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 233.45
358895	09-Mar-2017	B&H PHOTO VIDEO	Global Business Academy [0190] VHS	VALLEY HIGH SCHOOL	\$ 1,862.14
358897	10-Mar-2017	AT&T DATACOMM, INC. dba AT&T DATACOMM	Unrestricted Discretionary Accounts	DISTRICT-WIDE	\$ 56,052.07
358898	10-Mar-2017	TELESTREAM HOLDINGS CORPORATION dba TELESTREAM, LLC	Unrestricted Discretionary Accounts	TELEVISION CENTER	\$ 1,782.00
358899	10-Mar-2017	A & R WHOLESALE DISTRIBUTORS	Unrestricted Discretionary Accounts	SPURGEON INTERMEDIATE SCHOOL	\$ 1,000.00
358900	10-Mar-2017	CAROLINA BIOLOGICAL SUPPLY COMPANY	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WILLARD INTERMEDIATE SCHOOL	\$ 3,902.44
358901	10-Mar-2017	WARD'S NATURAL SCIENCE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 202.40
358903	10-Mar-2017	SUPER DUPER PUBLICATIONS	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 195.76
358904	10-Mar-2017	SUPER DUPER PUBLICATIONS	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 89.27
358905	10-Mar-2017	SUPER DUPER PUBLICATIONS	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 89.15
358906	10-Mar-2017	SUPER DUPER PUBLICATIONS	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 441.05
358907	10-Mar-2017	PRO-ED	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 167.86
358908	10-Mar-2017	PRO-ED	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 246.26
358910	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HENINGER ELEMENTARY SCHOOL	\$ 452.52
358911	10-Mar-2017	OFFICE DEPOT	Special Education	WALKER ELEMENTARY SCHOOL	\$ 148.92
358913	10-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood	DIAMOND ELEMENTARY SCHOOL	\$ 131.06
358914	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 132.43
358915	10-Mar-2017	OFFICE DEPOT	Unrestricted Discretionary Accounts	ROOSEVELT ELEMENTARY SCHOOL	\$ 37.69
358916	10-Mar-2017	PERMA BOUND BOOKS HERTZBERG NEW METHOD, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 3,885.90
358918	10-Mar-2017	NASCO MODESTO dba A DIVISION OF THE ARISTOTLE CORPORATION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 89.27
358919	10-Mar-2017	WOODWIND AND BRASSWIND	IASA: Title I Basic Grants Low-Income and Neglected, Part A	ESQUEDA ELEMENTARY SCHOOL	\$ 270.83

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358920	10-Mar-2017	CENTER FOR THE COLLABORATIVE CLASSROOM	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MONTE VISTA ELEMENTARY SCHOOL	\$ 1,504.75
358921	10-Mar-2017	BIOZONE INTERNATIONAL LIMITED	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 3,784.85
358922	10-Mar-2017	GST, INC.	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 55.15
358923	10-Mar-2017	SUPER DUPER PUBLICATIONS	Special Education	SPEECH & LANGUAGE	\$ 96.96
358924	10-Mar-2017	CABE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	KING ELEMENTARY SCHOOL	\$ 1,560.00
358925	10-Mar-2017	STAGE ACCENTS	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	\$ 98.05
358926	10-Mar-2017	BARNES & NOBLE BOOKSELLERS, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MONROE ELEMENTARY SCHOOL	\$ 96.37
358927	10-Mar-2017	BARNES & NOBLE BOOKSELLERS, INC.	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 293.27
358928	10-Mar-2017	ART SUPPLY WAREHOUSE	Unrestricted Discretionary Accounts	MENDEZ FUNDAMENTAL SCHOOL	\$ 863.26
358929	10-Mar-2017	WADE MCGOWN	Unrestricted Discretionary Accounts	SADDLEBACK HIGH SCHOOL	\$ 694.99
358930	10-Mar-2017	MARKERBOARD PEOPLE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL	\$ 2,545.40
358931	10-Mar-2017	SPEECH CORNER, LLC	Medi-Cal Billing Option	SPEECH & LANGUAGE	\$ 509.31
358933	10-Mar-2017	GOPHER	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	HEROES ELEMENTARY SCHOOL	\$ 214.16
358934	10-Mar-2017	OFFICE DEPOT	Positive School Climate Model	SCHOOL CLIMATE	\$ 76.20
358935	10-Mar-2017	AVID ORANGE COUNTY DOLLARS FOR SCHOLARS	Unrestricted Discretionary Accounts	SIERRA PREPARATORY ACADEMY	\$ 990.00
358936	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	JEFFERSON ELEMENTARY SCHOOL	\$ 369.56
358937	10-Mar-2017	OFFICE DEPOT	Special Ed: Workability I LEA	TRANSITION PROGRAMS	\$ 58.12
358938	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	PUPIL SUPPORT SERVICES	\$ 234.22
358939	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	PUPIL SUPPORT SERVICES	\$ 234.22
358940	10-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	PUPIL SUPPORT SERVICES	\$ 234.22
358941	10-Mar-2017	R.P.P. GROUP INC dba SUBWAY 36125	One-Time Discretionary Funds	SPURGEON INTERMEDIATE SCHOOL	\$ 500.00
358942	10-Mar-2017	R.P.P. GROUP INC dba SUBWAY 36125	One-Time Discretionary Funds	SPURGEON INTERMEDIATE SCHOOL	\$ 850.00
358943	10-Mar-2017	LOS ANGELES COUNTY FAIR ASSOCIATION dba SHERATON FAIRPLEX HOTEL & CONFERENCE CENTER	High School Inc.	VALLEY HIGH SCHOOL	\$ 1,500.00
358944	10-Mar-2017	CALIFORNIA SCIENCE CENTER	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WALKER ELEMENTARY SCHOOL	\$ 25.00
358945	10-Mar-2017	AQUARIUM OF THE PACIFIC	Donations (Miscellaneous)	ROOSEVELT ELEMENTARY SCHOOL	\$ 802.50
358946	10-Mar-2017	SEGERSTROM HIGH SCHOOL	Unrestricted Discretionary Accounts	SADDLEBACK HIGH SCHOOL	\$ 650.00
358947	13-Mar-2017	QUICK SIGNS	Unrestricted Discretionary Accounts	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 79.92
358950	13-Mar-2017	CDW GOVERNMENT, INC.	California Career Pathways Trust	CENTURY HIGH SCHOOL	\$ 325.84
358951	13-Mar-2017	ACE JANITORIAL	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 4,572.86
358952	13-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Medi-Cal Billing Option	HEALTH/HOME-HOSPITAL INSTR	\$ 1,508.57
358954	13-Mar-2017	GOVCONNECTION	Special Education	PSYCHOLOGICAL SERVICES/APE	\$ 68.98
358955	13-Mar-2017	APPLE, INC.	California Career Pathways Trust	CENTURY HIGH SCHOOL	\$ 1,619.49
358957	13-Mar-2017	AT&T DATACOMM, INC. dba AT&T DATACOMM	Unrestricted Discretionary Accounts	DISTRICT-WIDE	\$ 180,373.50
358958	13-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	PUPIL SUPPORT SERVICES	\$ 234.22
358959	13-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	PUPIL SUPPORT SERVICES	\$ 234.22
358960	13-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358961	13-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358962	13-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358963	13-Mar-2017	OFFICE DEPOT	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 234.22
358964	13-Mar-2017	OFFICE DEPOT	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SEPULVEDA ELEMENTARY SCHOOL	\$ 64.42
358965	13-Mar-2017	SIGN A RAMA	Unrestricted Discretionary Accounts	SIERRA PREPARATORY ACADEMY	\$ 1,000.00

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358966	13-Mar-2017	OFFICE DEPOT	Positive School Climate Model	SCHOOL CLIMATE	\$ 273.78
358967	13-Mar-2017	MCGRAW-HILL EDUCATION, INC. dba MCGRAW-HILL GLOBAL EDUCATION, LLC; MCGRAW-HILL GLOBAL EDUCATION HOLDINGS, LLC; MCGRAW-HILL SCHOOL EDUCATION, LLC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 1,906.74
358968	13-Mar-2017	DEMCO	Unrestricted Discretionary Accounts	WILLARD INTERMEDIATE SCHOOL	\$ 144.42
358969	13-Mar-2017	PRO-ED	Special Education	SPEECH & LANGUAGE	\$ 201.44
358970	13-Mar-2017	PRO-ED	Special Education	SPEECH & LANGUAGE	\$ 218.03
358971	13-Mar-2017	OFFICE DEPOT	Special Ed: Workability I LEA	TRANSITION PROGRAMS	\$ 950.32
358972	13-Mar-2017	FOLLETT SCHOOL SOLUTIONS, INC.	E-Business Academy [0473] CHS	CENTURY HIGH SCHOOL	\$ 319.32
358973	13-Mar-2017	OFFICE DEPOT	Positive School Climate Model	SCHOOL CLIMATE	\$ 211.81
358974	13-Mar-2017	CUE CONFERENCE REGISTRATION	Unrestricted Discretionary Accounts	HENINGER ELEMENTARY SCHOOL	\$ 606.32
358975	13-Mar-2017	OFFICE DEPOT	Special Education	WALKER ELEMENTARY SCHOOL	\$ 74.33
358976	13-Mar-2017	OFFICE DEPOT	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	EDISON ELEMENTARY SCHOOL	\$ 467.32
358977	13-Mar-2017	SANTA ANA COLLEGE, TESSMAN PLANETARIUM	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HEROES ELEMENTARY SCHOOL	\$ 630.00
358978	13-Mar-2017	OCTA	Homeless Children Education Grants	PUPIL SUPPORT SERVICES	\$ 40,000.00
358979	13-Mar-2017	GOVCONNECTION	LCFF-Supplemental/Concentration	K-12 TEACHING AND LEARNING	\$ 2,800.78
358980	13-Mar-2017	MARATHON INK SCREENPRINTING AND EMBROIDERY	Saturday Attendance Recovery Program (WIN)	VALLEY HIGH SCHOOL	\$ 2,359.73
358981	13-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 477.51
358982	13-Mar-2017	GOVCONNECTION	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 161.40
358983	13-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL	\$ 1,817.36
358984	13-Mar-2017	COSTCO WHOLESALE	One-Time Discretionary Funds	COMMUNICATIONS OFFICE	\$ 707.79
358985	13-Mar-2017	SCHOOL OUTFITTERS, LLC	IASA: Title I Basic Grants Low-Income and Neglected, Part A	THORPE FUNDAMENTAL SCHOOL	\$ 616.00
358986	13-Mar-2017	POWERTRON BATTERY COMPANY	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 645.85
358987	13-Mar-2017	GOVCONNECTION	Unrestricted Discretionary Accounts	TAFT ELEMENTARY SCHOOL	\$ 92.14
358988	14-Mar-2017	BERTRAND'S MUSIC ENTERPRISES	SA Public Schools Foundation (SAPSF) Check	SIERRA PREPARATORY ACADEMY	\$ 781.19
358989	14-Mar-2017	FOLLETT SCHOOL SOLUTIONS, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	ESQUEDA ELEMENTARY SCHOOL	\$ 20,656.45
358989	14-Mar-2017	FOLLETT SCHOOL SOLUTIONS, INC.	One-Time Discretionary Funds	ESQUEDA ELEMENTARY SCHOOL	\$ 13,441.48
358990	14-Mar-2017	FOLLETT SCHOOL SOLUTIONS, INC.	California Career Pathways Trust	REGIONAL OCCUPATIONAL PROGRAM	\$ 3,326.24
358991	14-Mar-2017	SUPER DUPER PUBLICATIONS	Special Education	SPEECH & LANGUAGE	\$ 96.96
358992	14-Mar-2017	MARKERBOARD PEOPLE	Special Education	MCFADDEN INTERMEDIATE SCHOOL	\$ 1,200.00
358993	14-Mar-2017	CORNER BAKERY	Unrestricted Discretionary Accounts	HEROES ELEMENTARY SCHOOL	\$ 50.00
358994	14-Mar-2017	LOSO CREATION, LLC dba LOSO CREATION	Saturday Attendance Recovery Program (WIN)	SADDLEBACK HIGH SCHOOL	\$ 6,000.00
358995	14-Mar-2017	FOLLETT SCHOOL SOLUTIONS, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MADISON ELEMENTARY SCHOOL	\$ 2,071.23
358996	14-Mar-2017	LOSO CREATION, LLC dba LOSO CREATION	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 714.60
358997	14-Mar-2017	TOLIS GROUP, INC.	Unrestricted Discretionary Accounts	PUBLICATIONS	\$ 177.39
358998	14-Mar-2017	ORANGE COUNTY PUMP CORPORATION	Ongoing & Major Maintenance Accounts	BUILDING SERVICES	\$ 1,747.25
358999	14-Mar-2017	RECYCLED WOOD PRODUCTS	Unrestricted Discretionary Accounts	BUILDING SERVICES	\$ 20,364.75
359000	14-Mar-2017	JASON JOHN YBARRA dba MAJOR LEAGUE PRINTING	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SIERRA PREPARATORY ACADEMY	\$ 509.76
359001	14-Mar-2017	GOVCONNECTION	Unrestricted Discretionary Accounts	FACILITIES/GOVERNMENTAL RELATIONS	\$ 2,377.71
359002	14-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	VILLA FUNDAMENTAL SCHOOL	\$ 97.79
359003	14-Mar-2017	CDW GOVERNMENT, INC.	Unrestricted Discretionary Accounts	PUBLICATIONS	\$ 2,207.53
359004	14-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Ongoing & Major Maintenance Account	BUILDING SERVICES	\$ 1,210.57

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
359005	14-Mar-2017	NATIONAL AUTOMOTIVE TECHNICIANS EDUCATION FOUNDATION	Unrestricted - Regional Occupational Center Prog (ROC/P 6350)	REGIONAL OCCUPATIONAL PROGRAM	\$ 750.00
359006	14-Mar-2017	CDW GOVERNMENT, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MACARTHUR FUNDAMENTAL SCHOOL	\$ 311.35
359007	14-Mar-2017	AREY JONES EDUCATIONAL SOLUTIONS	Medi-Cal Billing Option	HEALTH/HOME-HOSPITAL INSTR	\$ 3,056.40
359008	14-Mar-2017	ULINE SHIPPING SUPPLIES	Unrestricted Discretionary Accounts	MENDEZ FUNDAMENTAL SCHOOL	\$ 325.65
359009	14-Mar-2017	B&H PHOTO VIDEO	High School Inc.	VALLEY HIGH SCHOOL	\$ 311.39
359010	14-Mar-2017	GOVCONNECTION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	ROMERO-CRUZ ELEMENTARY SCHOOL	\$ 676.07
359011	14-Mar-2017	CARNEGIE FOUNDATION FOR THE ADVANCEMENT OF TEACHING	Unrestricted Discretionary Accounts	RESEARCH AND EVALUATION	\$ 575.00
359012	14-Mar-2017	ANGELS BASEBALL, LP	Donations (Miscellaneous)	ADAMS ELEMENTARY SCHOOL	\$ 780.00
359013	14-Mar-2017	CALIFORNIA SCIENCE CENTER	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MENDEZ FUNDAMENTAL SCHOOL	\$ 610.00
359014	14-Mar-2017	INSTITUTE FOR EDUCATIONAL DEVELOPMENT	Medi-Cal Billing Option	HEALTH/HOME-HOSPITAL INSTR	\$ 295.00
359015	14-Mar-2017	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	Unrestricted Discretionary Accounts	HUMAN RESOURCES DIVISION	\$ 180.00
359016	14-Mar-2017	CRISIS PREVENTION INSTITUTE, INC.	Special Education	SPECIAL EDUCATION	\$ 150.00
359017	14-Mar-2017	DISNEY YOUTH EDUCATION SERIES	Education Academy [0434] CHS	CENTURY HIGH SCHOOL	\$ 2,301.00
359018	14-Mar-2017	ASSET GENIE, INC. dba AG PARTS WORLDWIDE	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LATHROP INTERMEDIATE SCHOOL	\$ 11,166.03
359019	14-Mar-2017	APPLE, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LINCOLN ELEMENTARY SCHOOL	\$ 606.63
359020	14-Mar-2017	APPLE, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	LINCOLN ELEMENTARY SCHOOL	\$ 8,966.97
359021	14-Mar-2017	APPLE, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	VALLEY HIGH SCHOOL	\$ 2,051.56
359022	14-Mar-2017	APPLE, INC.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MUIR FUNDAMENTAL SCHOOL	\$ 2,594.63
359023	14-Mar-2017	APPLE, INC.	Unrestricted Discretionary Accounts	WALKER ELEMENTARY SCHOOL	\$ 9,947.48
359024	14-Mar-2017	GOVCONNECTION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	WASHINGTON ELEMENTARY SCHOOL	\$ 114.65
359025	14-Mar-2017	APPERSON	Donations (Miscellaneous)	MACARTHUR FUNDAMENTAL SCHOOL	\$ 536.05
359025	14-Mar-2017	APPERSON	Unrestricted Discretionary Accounts	MACARTHUR FUNDAMENTAL SCHOOL	\$ 559.06
359026	14-Mar-2017	GOVCONNECTION	IASA: Title I Basic Grants Low-Income and Neglected, Part A	SANTA ANA HIGH SCHOOL	\$ 2,143.79
359027	14-Mar-2017	B&H PHOTO VIDEO	Unrestricted Discretionary Accounts	MONROE ELEMENTARY SCHOOL	\$ 214.42
359028	14-Mar-2017	ROSETTA STONE, LTD.	IASA: Title I Basic Grants Low-Income and Neglected, Part A	ESQUEDA ELEMENTARY SCHOOL	\$ 4,000.22
<b>Grand Total:</b>					<b>\$ 1,361,603.46</b>

## Fund 12

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358600	02-Mar-2017	OFFICE DEPOT	Child Development: CA State Preschool Prog	EARLY CHILDHOOD EDUCATION	\$ 463.44
358812	08-Mar-2017	OFFICE DEPOT	Child Development: CA State Preschool Prog	EARLY CHILDHOOD EDUCATION	\$ 730.95
358863	09-Mar-2017	OFFICE DEPOT	Child Development: CA State Preschool Prog	EARLY CHILDHOOD EDUCATION	\$ 29.63
358902	10-Mar-2017	LAKESHORE LEARNING MATERIALS	Prekindergarten & Family Literacy Support	EARLY CHILDHOOD EDUCATION	\$ 4,910.03
358909	10-Mar-2017	LAKESHORE LEARNING MATERIALS	Child Development: CA State Preschool Prog	EARLY CHILDHOOD EDUCATION	\$ 156.58
<b>Grand Total:</b>					<b>\$ 6,290.63</b>

**Fund 13**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358652	02-Mar-2017	ULINE SHIPPING SUPPLIES	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 1,047.90
358666	03-Mar-2017	CHEFS' TOYS	Child Nutrition: School Programs	GREENVILLE FUNDAMENTAL SCHOOL	\$ 6,858.72
358694	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	MIDDLE COLLEGE HIGH SCHOOL	\$ 2,529.97
358695	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 2,508.42
358696	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	MCFADDEN INTERMEDIATE SCHOOL	\$ 6,877.68
358697	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	LATHROP INTERMEDIATE SCHOOL	\$ 10,384.20
358698	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	SEGERSTROM HIGH SCHOOL	\$ 13,787.28
358704	03-Mar-2017	OFFICE DEPOT	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 1,282.09
358705	03-Mar-2017	GOVCONNECTION	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 552.17
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	CENTURY HIGH SCHOOL	\$ 3,811.12
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 3,811.12
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 20,161.10
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	SADDLEBACK HIGH SCHOOL	\$ 3,811.12
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	SANTA ANA HIGH SCHOOL	\$ 3,811.12
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	SEGERSTROM HIGH SCHOOL	\$ 3,811.12
358711	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	VALLEY HIGH SCHOOL	\$ 3,811.12
358712	03-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	CENTURY HIGH SCHOOL	\$ 3,821.04
358769	07-Mar-2017	OFFICE DEPOT	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 44.58
358796	08-Mar-2017	NEW HAVEN MOVING EQUIPMENT	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 864.69
358826	09-Mar-2017	REFRIGERATION CONTROL CO., INC.	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 3,425.00
358827	09-Mar-2017	INDIGO BRIDGE TECHNOLOGIES, LLC	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 7,219.25
358828	09-Mar-2017	CDW GOVERNMENT, INC.	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 1,594.24
358871	09-Mar-2017	DANIEL DENHAM dba DAN'S THERMAL SERVICES (D.T.S)	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 1,100.00
358883	09-Mar-2017	CHEFS' TOYS	Child Nutrition: School Programs	GODINEZ FUNDAMENTAL HIGH SCHOOL	\$ 4,195.31
358896	09-Mar-2017	JC FOODSERVICE, INC. dba ACTION SALES	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 3,099.97
358912	10-Mar-2017	OFFICE DEPOT	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 38.47
358917	10-Mar-2017	OFFICE DEPOT	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 423.32
358948	13-Mar-2017	CHEFS' TOYS	Child Nutrition: School Programs	MACARTHUR FUNDAMENTAL SCHOOL	\$ 640.57
358949	13-Mar-2017	CHEFS' TOYS	Child Nutrition: School Programs	VALLEY HIGH SCHOOL	\$ 3,146.56
358953	13-Mar-2017	ULINE SHIPPING SUPPLIES	Child Nutrition: School Programs	NUTRITION SERVICES	\$ 42.25
358953	13-Mar-2017	ULINE SHIPPING SUPPLIES	Child Nutrition: School Programs	SEGERSTROM HIGH SCHOOL	\$ 42.26
<b>Grand Total:</b>					<b>\$ 118,553.76</b>

**Fund 14**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358592	01-Mar-2017	KYA SERVICES, LLC	Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$ 11,491.81
358592	01-Mar-2017	KYA SERVICES, LLC	Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$ 68.29
358682	03-Mar-2017	KYA SERVICES, LLC	Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$ 9,023.26
358772	07-Mar-2017	KYA SERVICES, LLC	Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$ 50,000.00
358798	08-Mar-2017	ELMCO DUDDY	Fund 14 Deferred Maintenance Fund	BUILDING SERVICES	\$ 111.03
<b>Grand Total:</b>					<b>\$ 70,694.39</b>

**Fund 25**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358637	02-Mar-2017	TWINING CONSULTING, INC.	Fund 25 Valley P2P	VALLEY HIGH SCHOOL	\$ 74,708.40
358638	02-Mar-2017	TWINING CONSULTING, INC.	Fund 25 Walker/Roosevelt Joint Use	WALKER ELEMENTARY SCHOOL	\$ 72,011.68
358641	02-Mar-2017	BALFOUR BEATTY CONSTRUCTION	Fund 25 Valley P2P	VALLEY HIGH SCHOOL	\$ 492,960.00
<b>Grand Total:</b>					<b>\$ 639,680.08</b>

**Fund 29**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358642	02-Mar-2017	VAVRINEK TRINE DAY COMPANY, LLP	Fund 29 Measure G Series E	FACILITIES/GOVERNMENTAL RELATIONS	\$ 8,000.00
<b>Grand Total:</b>					<b>\$ 8,000.00</b>

**Fund 40**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358632	02-Mar-2017	KING VAN & STORAGE, INC. dba KING RELOCATION SERVICES/KING OFFICE SERVICES/KING COMPANIES	Emergency Repair Prgm-Williams Case	REMINGTON ELEMENTARY SCHOOL	\$ 2,084.64
358633	02-Mar-2017	CALIFORNIA DEPARTMENT OF EDUCATION	Fund 40 Kitchen Remodeling	SANTA ANA HIGH SCHOOL	\$ 1,540.00
358645	02-Mar-2017	GHATAODE BANNON ARCHITECTS, LLP	Emergency Repair Prgm-Williams Case	SADDLEBACK HIGH SCHOOL	\$ 524.56
<b>Grand Total:</b>					<b>\$ 4,149.20</b>

**Fund 71**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358755	06-Mar-2017	CALPERS FISCAL SERVICES DIVISION	Fund 71 Retiree Benefit Fund	Undefined	\$ 10,000,000.00
<b>Grand Total:</b>					<b>\$ 10,000,000.00</b>

**Fund 81**

PO Number:	Date PO Created:	Supplier:	Resource Description:	Site:	Amount:
358589	01-Mar-2017	FLINN SCIENTIFIC, INC.	Fund 81 Property & Liability	RISK MANAGEMENT	\$ 7,249.40
358710	03-Mar-2017	OFFICE DEPOT	Fund 81 Property & Liability	RISK MANAGEMENT	\$ 110.93
358761	07-Mar-2017	EXECUTIVE ENVIROMENTAL SERVICES CORPORATION	Fund 81 Property & Liability	RISK MANAGEMENT	\$ 3,000.00
<b>Grand Total:</b>					<b>\$ 10,360.33</b>

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Ratification of Expenditure Summary and Warrants Issued Over \$25,000 for the Period of March 1, 2017 through March 14, 2017**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Tina Douglas, Assistant Superintendent, Business Services**

**PREPARED BY:**   **Dawn Piatek, Director, Accounting and Payroll**

**BACKGROUND INFORMATION:**

Warrants are payments of expenditures previously approved through prior Board action.

**RATIONALE:**

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

The Expenditure Summary Report consists of all warrants created during the period of March 1, 2017 through March 14, 2017. The Detailed Warrant Listing Report of expenditures \$25,000 and over is also included. Expenditures are Board approved through prior Purchase Order Agenda submissions. The warrants listed reflect payments against these Purchase Orders.

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Ratify Expenditure Summary and Warrants issued over \$25,000 for the period of March 1, 2017 through March 14, 2017.

TD:dp:mm

**ITEM SUMMARY:**

- Snapshot of all warrants issued for period of March 1, 2017 through March 14, 2017
- All expenditures were previously approved through prior Board action
- Board Policy 3300
- Required by Ed. Code 17604



# Santa Ana Unified School District

Stefanie P. Phillips, Ed.D., Superintendent

Date: March 14, 2017  
To: Stefanie P. Phillips, Ed.D., Superintendent  
From: Tina Douglas, Assistant Superintendent, Business Services  
Subject: From 01-MAR-2017 through 14-MAR-2017

Fund 01 General Fund	\$4,877,194.05
Fund 09 Charter School Fund	\$246.05
Fund 12 Child Development	\$36,214.39
Fund 13 Cafeteria Fund	\$1,454,305.83
Fund 14 Deferred Maintenance Fund	\$39,106.29
Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	\$43.75
Fund 25 Capital Facilities Fund	\$328,330.45
Fund 29 Measure G	\$8,000.00
Fund 40 Special Reserve Fund	\$490,201.48
Fund 68 Workers' Compensation	\$157,688.49
Fund 69 Health & Welfare	\$1,010,407.62
Fund 71 Retiree Benefit Fund	\$10,000,000.00
Fund 81 Property & Liability	\$6,388.36
Total Expenditures:	\$18,408,126.76

Prepared by: Dawn Piatek, Director, Accounting and Payroll

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

## BOARD OF EDUCATION

John Palacio, President • Valerie Amezcua, Vice President  
Cecilia "Ceci" Iglesias, Clerk • Alfonso Alvarez, Ed.D., Member • Rigo Rodriguez, Ph.D., Member

# SAUSD Board of Education Warrant Listing

March 02, 2017

Page 1 of 5

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84232941	<b>AT&amp;T DATACOMM, INC. dba AT&amp;T DATACOMM</b> Unrestricted Discretionary Accounts	DISTRICT-WIDE	<b>\$52,167.45</b>
84232818	<b>EL SOL SCIENCE AND ARTS ACADEMY</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$223,026.00</b>
84232828	<b>MAGNOLIA EDUCATIONAL RESEARCH FOUNDATION</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$37,981.00</b>
84232830	<b>NOVA ACADEMY EARLY COLLEGE HIGH SCHOOL</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$94,829.00</b>
84232834	<b>ORANGE COUNTY EDUCATIONAL ARTS ACADEMY</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$143,541.00</b>
84232835	<b>ORANGE COUNTY HIGH SCHOOL OF THE ARTS</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$514,613.00</b>
84232836	<b>PLAYWORKS EDUCATION ENERGIZED</b> IASA: Title I Basic Grants Low-Income and Neglected, Part A One-Time Discretionary Funds	MONTE VISTA ELEMENTARY SCHOOL FREMONT ELEMENTARY SCHOOL	<b>\$53,500.00</b>
84232837	<b>REGREEN, INC.</b> California Clean Energy Jobs Act (Prop 39)	CONSTRUCTION	<b>\$66,567.88</b>
84232838	<b>REGREEN, INC.</b> California Clean Energy Jobs Act (Prop 39)	CONSTRUCTION	<b>\$44,127.06</b>
84232839	<b>REVOLVING CASH FUND</b> Fund 01 General Fund IASA: Title I Basic Grants Low-Income and Neglected, Part A	CASH ACCOUNT CENTURY HIGH SCHOOL GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL MUIR FUNDAMENTAL ELEMENTARY SCHOOL REACH ACADEMY	<b>\$43,377.67</b>

# SAUSD Board of Education Warrant Listing

March 02, 2017

Page 2 of 5

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
	Two-Way Digital ITFS Licensee Revenue	TECHNOLOGY	
	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	
		COMMUNICATIONS OFFICE	
		DISTRICTWIDE	
		GODINEZ FUNDAMENTAL HIGH SCHOOL	
		SADDLEBACK HIGH SCHOOL	
		SANTA ANA HIGH SCHOOL	
		SCHOOL POLICE SERVICES	
		SEGERSTROM HIGH SCHOOL	
		VALLEY HIGH SCHOOL	
<b>84232842</b>	<b>SOUTHERN CALIFORNIA EDISON</b>		<b>\$88,886.52</b>
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
<b>84232843</b>	<b>TASER INTERNATIONAL, INC.</b>		<b>\$78,588.56</b>
	Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	
<b>84232848</b>	<b>VERIZON WIRELESS</b>		<b>\$48,572.29</b>
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
<b>84232817</b>	<b>EDWARD B. COLE, SR. ACADEMY</b>		<b>\$99,801.00</b>
	Fund 01 General Fund	CASH ACCOUNT	
<b>84232919</b>	<b>OC TRANSIT, INC.</b>		<b>\$25,800.00</b>
	Pupil Transportation (7230/7240)	TRANSPORTATION DEPARTMENT	
<b>84232970</b>	<b>MCGRAW-HILL EDUCATION, INC. dba MCGRAW-HILL</b>		<b>\$30,090.00</b>
	Fund 01 General Fund	ACCOUNTING DEPARTMENT	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	MCFADDEN INTERMEDIATE SCHOOL	
	Special Ed: Mental Health Services	GODINEZ FUNDAMENTAL HIGH SCHOOL	

# SAUSD Board of Education Warrant Listing

March 02, 2017

Page 3 of 5

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84233059	JFK TRANSPORTATION		\$56,993.75
	Donations (Miscellaneous)	CENTURY HIGH SCHOOL	
		ENGLISH LEARNER PROGRAMS & STUDENT ACHIEVEMENT	
	Donations-ASB Transportation	KING ELEMENTARY SCHOOL	
		MCFADDEN INTERMEDIATE SCHOOL	
	High School Inc.	VALLEY HIGH SCHOOL	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	HENINGER ELEMENTARY SCHOOL	
		KING ELEMENTARY SCHOOL	
		LOWELL ELEMENTARY SCHOOL	
		MADISON ELEMENTARY SCHOOL	
		MARTIN ELEMENTARY SCHOOL	
		MONTE VISTA ELEMENTARY SCHOOL	
		REACH ACADEMY	
		ROOSEVELT ELEMENTARY SCHOOL	
		SEGERSTROM HIGH SCHOOL	
		VALLEY HIGH SCHOOL	
	One-Time Discretionary Funds	SPURGEON INTERMEDIATE SCHOOL	
	Pupil Transportation (7230/7240)	TRANSPORTATION DEPARTMENT	
	Special Ed: Mental Health Services	GODINEZ FUNDAMENTAL HIGH SCHOOL	
		MCFADDEN INTERMEDIATE SCHOOL	
	Title I, Core Set Aside	VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	
	Unrestricted Discretionary Accounts	CENTURY HIGH SCHOOL	
		GODINEZ FUNDAMENTAL HIGH SCHOOL	
		KENNEDY ELEMENTARY SCHOOL	
		LATHROP INTERMEDIATE SCHOOL	
		LORIN GRISET ACADEMY	
		SADDLEBACK HIGH SCHOOL	

# SAUSD Board of Education Warrant Listing

March 02, 2017

Page 4 of 5

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
		SANTA ANA HIGH SCHOOL	
		SEGERSTROM HIGH SCHOOL	
		SIERRA PREPARATORY ACADEMY	
		VALLEY HIGH SCHOOL	
	Unrestricted One-time Funds	TRANSPORTATION DEPARTMENT	
<b>84232849</b>	<b>VISTA HERITAGE CHARTER MIDDLE SCHOOL</b>		<b>\$41,556.00</b>
	Fund 01 General Fund	CASH ACCOUNT	
 <b>Fund 13 Cafeteria Fund</b>			
<b>84233119</b>	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$78,716.75</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
<b>84233121</b>	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$25,459.52</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
<b>84233123</b>	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$64,516.66</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
<b>84233125</b>	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$61,382.16</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
<b>84233147</b>	<b>LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE</b>		<b>\$50,625.09</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
 <b>Fund 40 Special Reserve Fund</b>			
<b>84233168</b>	<b>J.L. COBB PAINTING</b>		<b>\$218,215.00</b>
	Emergency Repair Program-Williams Case	CENTURY HIGH SCHOOL	
<b>84233171</b>	<b>SUNPOWER CORPORATION, SYSTEMS</b>		<b>\$87,768.50</b>
	Fund 40 QZAB Solar Energy Savings 2012 (eff 2014-15)	DISTRICTWIDE	
 <b>Fund 68 Workers' Compensation</b>			
<b>84233174</b>	<b>SANTA ANA UNIFIED SCHOOL DISTRICT WORKERS' COMP.</b>		<b>\$75,259.55</b>
	Fund 68 Workers' Compensation	RISK MANAGEMENT	

# SAUSD Board of Education Warrant Listing

March 02, 2017

Page 5 of 5

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 69 Health &amp; Welfare</b>			
84233175	<b>DELTA DENTAL INSURANCE COMPANY</b>		<b>\$50,060.12</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
84233178	<b>SANTA ANA UNIFIED SCHOOL DISTRICT</b>		<b>\$591,598.15</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
84233179	<b>VISION SERVICE PLAN</b>		<b>\$37,927.84</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
<b>Fund 81 Property &amp; Liability</b>			
84233182	<b>SANTA ANA UNIFIED SCHOOL DISTRICT</b>		<b>\$43,528.93</b>
	Fund 81 Property & Liability	RISK MANAGEMENT	
<b>Grand Total:</b>			<b>\$3,129,076.45</b>

# SAUSD Board of Education Warrant Listing

March 07, 2017

Page 1 of 2

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84233293	<b>NEW HORIZONS CONTRACTING, INC.</b> Ongoing & Major Maintenance Account	BUILDING SERVICES	<b>\$43,340.00</b>
84233220	<b>ACHIEVE3000, INC.</b> Title III Limited English Proficiency LEP Student Program	ENGLISH LEARNER PROGRAMS & STUDENT ACHIEVEMENT	<b>\$27,678.75</b>
84233215	<b>SOUTHERN CALIFORNIA EDISON</b> Head Start Unrestricted Discretionary Accounts	CHILD DEVELOPMENT DISTRICTWIDE	<b>\$277,647.95</b>
84233194	<b>ELB US, INC.</b> One-Time Discretionary Funds  Special Education	ESQUEDA ELEMENTARY SCHOOL MADISON ELEMENTARY SCHOOL TAFT ELEMENTARY SCHOOL SPECIAL EDUCATION	<b>\$68,711.54</b>

# SAUSD Board of Education Warrant Listing

March 07, 2017

Page 2 of 2

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 13 Cafeteria Fund</b>			
84233349	LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE Child Nutrition: School Programs	MCFADDEN INTERMEDIATE SCHOOL NUTRITION SERVICES	\$80,529.29
84233346	JC FOODSERVICE, INC. dba ACTION SALES Child Nutrition: School Programs	CENTURY HIGH SCHOOL GODINEZ FUNDAMENTAL HIGH SCHOOL NUTRITION SERVICES SADDLEBACK HIGH SCHOOL SANTA ANA HIGH SCHOOL SEGERSTROM HIGH SCHOOL VALLEY HIGH SCHOOL	\$46,840.01
84233343	GRAINGER Child Nutrition: School Programs	NUTRITION SERVICES	\$26,683.13
84233325	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	NUTRITION SERVICES	\$47,158.03
84233323	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	NUTRITION SERVICES	\$34,776.07
<b>Fund 68 Workers' Compensation</b>			
84233367	SANTA ANA UNIFIED SCHOOL DISTRICT WORKERS' COMP. Fund 68 Workers' Compensation	RISK MANAGEMENT	\$43,528.93
<b>Grand Total:</b>			<b>\$696,893.70</b>

# SAUSD Board of Education Warrant Listing

March 10, 2017

Page 1 of 4

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84233526	<b>MCPEEK'S DODGE OF ANAHEIM</b> Unrestricted Discretionary Accounts	SCHOOL POLICE SERVICES	<b>\$28,021.38</b>
84233376	<b>CENERGISTIC, INC.</b> Unrestricted Discretionary Accounts	DISTRICTWIDE	<b>\$295,660.00</b>
84233381	<b>DISCOVERY CUBE ORANGE COUNTY</b> 30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	AFTER SCHOOL PROGRAMS	<b>\$56,812.65</b>
84233385	<b>EDNOVATE, INC.</b> Fund 01 General Fund	CASH ACCOUNT	<b>\$207,257.00</b>
84233407	<b>PADRES UNIDOS</b> IASA: Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL EDISON ELEMENTARY SCHOOL ESQUEDA ELEMENTARY SCHOOL FRANKLIN ELEMENTARY SCHOOL HARVEY ELEMENTARY SCHOOL HENINGER ELEMENTARY SCHOOL KENNEDY ELEMENTARY SCHOOL KING ELEMENTARY SCHOOL LOWELL ELEMENTARY SCHOOL MADISON ELEMENTARY SCHOOL MARTIN ELEMENTARY SCHOOL MONROE ELEMENTARY SCHOOL MONTE VISTA ELEMENTARY SCHOOL PIO PICO ELEMENTARY SCHOOL ROMERO-CRUZ ELEMENTARY SCHOOL ROOSEVELT ELEMENTARY SCHOOL SEPULVEDA ELEMENTARY SCHOOL	<b>\$40,995.26</b>

# SAUSD Board of Education Warrant Listing

March 10, 2017

Page 2 of 4

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
	One-Time Discretionary Funds	WASHINGTON ELEMENTARY SCHOOL	
	Unrestricted Discretionary Accounts	WALKER ELEMENTARY SCHOOL	
		ADAMS ELEMENTARY SCHOOL	
		CARVER ELEMENTARY SCHOOL	
		FREMONT ELEMENTARY SCHOOL	
		GARFIELD ELEMENTARY SCHOOL	
<b>84233411</b>	<b>RODOLFO CAZALES dba TOYAMA KARATE-DO</b>		<b>\$25,421.20</b>
	30-R2002-653 Before and After School Learning & Safe Neighborhood Partnerships	AFTER SCHOOL PROGRAMS	
<b>84233496</b>	<b>WEATHERPROOFING TECHNOLOGIES, INC.</b>		<b>\$45,102.00</b>
	Ongoing & Major Maintenance Account	BUILDING SERVICES	
<b>84233500</b>	<b>ADVANTAGE WEST INVESTMENT ENTERPRISES, INC.</b>		<b>\$70,563.90</b>
	Unrestricted Discretionary Accounts	BUILDING SERVICES	
<b>84233372</b>	<b>ATKINSON, ANDELSON, LOYA, RUUD &amp; ROMO</b>		<b>\$73,521.49</b>
	Unrestricted Discretionary Accounts	BUSINESS SERVICES DIVISION	
		HUMAN RESOURCES DIVISION	
<b>84233518</b>	<b>JFK TRANSPORTATION</b>		<b>\$31,106.25</b>
	Education Academy [0434] CHS	CENTURY HIGH SCHOOL	
	Global Business Academy [0190] VHS	VALLEY HIGH SCHOOL	
	IASA: Title I Basic Grants Low-Income and Neglected, Part A	CENTURY HIGH SCHOOL	
		GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL	
		HENINGER ELEMENTARY SCHOOL	
		JEFFERSON ELEMENTARY SCHOOL	
		LOWELL ELEMENTARY SCHOOL	
		MADISON ELEMENTARY SCHOOL	
		MARTIN ELEMENTARY SCHOOL	
		MONROE ELEMENTARY SCHOOL	
		MUIR FUNDAMENTAL ELEMENTARY SCHOOL	

# SAUSD Board of Education Warrant Listing

March 10, 2017

Page 3 of 4

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
		SIERRA PREPARATORY ACADEMY	
	NJROTC	SANTA ANA HIGH SCHOOL	
	Title I, Core Set Aside	VILLA FUNDAMENTAL INTERMEDIATE SCHOOL	
	Unrestricted Discretionary Accounts	CARR INTERMEDIATE SCHOOL	
		CENTURY HIGH SCHOOL	
		GODINEZ FUNDAMENTAL HIGH SCHOOL	
		HEROES ELEMENTARY SCHOOL	
		K-12 SCHOOL PERFORMANCE AND CULTURE	
		KENNEDY ELEMENTARY SCHOOL	
		LATHROP INTERMEDIATE SCHOOL	
		SADDLEBACK HIGH SCHOOL	
		SANTA ANA HIGH SCHOOL	
		SEGERSTROM HIGH SCHOOL	
		VALLEY HIGH SCHOOL	
<b>Fund 13 Cafeteria Fund</b>			
84233555	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$30,210.02</b>
	Child Nutrition: School Programs	MCFADDEN INTERMEDIATE SCHOOL	
		NUTRITION SERVICES	
84233557	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$25,779.20</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
84233561	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$59,074.54</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
84233563	<b>A &amp; R WHOLESALE DISTRIBUTORS</b>		<b>\$93,815.94</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	
84233569	<b>LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE</b>		<b>\$38,611.18</b>
	Child Nutrition: School Programs	NUTRITION SERVICES	

# SAUSD Board of Education Warrant Listing

March 10, 2017

Page 4 of 4

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84233571	LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE Child Nutrition: School Programs	NUTRITION SERVICES	\$48,190.27
<b>Fund 40 Special Reserve Fund</b>			
84233585	LENTZ MORRISSEY ARCHITECTURE, INC. Emergency Repair Program-Williams Case	CARVER ELEMENTARY SCHOOL GARFIELD ELEMENTARY SCHOOL KING ELEMENTARY SCHOOL WASHINGTON ELEMENTARY SCHOOL	\$59,772.00
<b>Fund 68 Workers' Compensation</b>			
84233589	SANTA ANA UNIFIED SCHOOL DISTRICT WORKERS' COMP. Fund 68 Workers' Compensation	RISK MANAGEMENT	\$38,547.43
<b>Fund 69 Health &amp; Welfare</b>			
84233590	ALAMEDA COUNTY SCHOOLS INSURANCE GROUP (ACSIG) Health & Welfare - Active Employees Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS DISTRICT EMPLOYEE BENEFITS	\$330,607.45
<b>Fund 71 Retiree Benefit Fund</b>			
84233591	CALPERS FISCAL SERVICES DIVISION Fund 71 Retiree Benefit Fund	CASH ACCOUNT	\$10,000,000.00
<b>Grand Total:</b>			<b>\$11,599,069.16</b>

# SAUSD Board of Education Warrant Listing

March 14, 2017

Page 1 of 2

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84233674	<b>WARE DISPOSAL, INC.</b> Unrestricted Discretionary Accounts	DISTRICTWIDE	<b>\$36,921.94</b>
84233657	<b>OC TRANSIT, INC.</b> Pupil Transportation (7230/7240)	TRANSPORTATION DEPARTMENT	<b>\$72,000.00</b>
84233654	<b>MASCO SWEEPERS, INC.</b> Fund 01 General Fund Ongoing & Major Maintenance Account	ACCOUNTING DEPARTMENT BUILDING SERVICES	<b>\$75,440.00</b>
84233637	<b>STANBURY UNIFORMS, INC.</b> One-Time Carryover Funds	GODINEZ FUNDAMENTAL HIGH SCHOOL	<b>\$55,215.00</b>
84233608	<b>AT&amp;T DATACOMM, INC. dba AT&amp;T DATACOMM</b> Unrestricted Discretionary Accounts	DISTRICTWIDE	<b>\$56,052.07</b>
84233604	<b>APPLE, INC.</b> IASA: Title I Basic Grants Low-Income and Neglected, Part A  LCFF-Supplemental/Concentration Medi-Cal Billing Option Special Education Unrestricted Discretionary Accounts	DAVIS ELEMENTARY SCHOOL  GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL MADISON ELEMENTARY SCHOOL  K-12 TEACHING AND LEARNING SPECIAL EDUCATION SPECIAL EDUCATION ADAMS ELEMENTARY SCHOOL	<b>\$56,293.78</b>

# SAUSD Board of Education Warrant Listing

March 14, 2017

Page 2 of 2

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 13 Cafeteria Fund</b>			
84233709	LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE Child Nutrition: School Programs	NUTRITION SERVICES	\$42,248.48
84233707	LOEWY ENTERPRISES, INC. dba SUNRISE PRODUCE Child Nutrition: School Programs	NUTRITION SERVICES	\$33,311.54
84233685	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	NUTRITION SERVICES	\$27,382.73
84233681	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	NUTRITION SERVICES	\$68,105.49
84233679	A & R WHOLESALE DISTRIBUTORS Child Nutrition: School Programs	NUTRITION SERVICES	\$29,467.57
<b>Fund 25 Capital Facilities Fund</b>			
84233717	ROBERT CLAPPER CONSTRUCTION SERVICES, INC. Fund 25 Walker/Roosevelt Joint Use	WALKER ELEMENTARY SCHOOL	\$101,644.12
84233716	ROBERT CLAPPER CONSTRUCTION SERVICES, INC. Fund 25 City Santa Ana Redevelopment	VALLEY HIGH SCHOOL	\$195,925.56
<b>Fund 40 Special Reserve Fund</b>			
84233718	PCM3, INC. Emergency Repair Program-Williams Case	CENTURY HIGH SCHOOL MCFADDEN INTERMEDIATE SCHOOL REMINGTON ELEMENTARY SCHOOL	\$83,961.55
<b>Grand Total:</b>			<b>\$933,969.83</b>

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Approval to Amend the Agreement with School Services of California

**ITEM:** Consent

**SUBMITTED BY:** Tina Douglas, Assistant Superintendent, Business Services

**PREPARED BY:** Tina Douglas, Assistant Superintendent, Business Services

**BACKGROUND INFORMATION:**

On June 7, 2016, the Board approved the School Services of California agreement in the amount of \$15,000. The original contract amount was to provide professional services and generally advise in the area of Business Services. At the September 13, 2016, the Board approved an increase of \$8,000 to the original contract amount to assist Business Services in the recruitment and all other matters pertinent to the search/selection of the Deputy Superintendent, Operations/Administrative Services.

**ITEM SUMMARY**

- Amend agreement for additional “Factfinding Client Services” and “Negotiations Impasse.”
- Not to exceed \$65,000

**RATIONALE:**

The purpose of this agenda item is to seek Board authorization to amend the agreement for School Services of California for additional expenses incurred for “Negotiations Impasse” and for the “Factfinding Client Services.”

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

Business Services/Human Resources Departments Budget: \$42,000

**RECOMMENDATION:**

Approve the consultant agreement increase for School Services of California in the amount of \$42,000 for the 2016-17 school year.

## **Amendment # 2**

### **Contract between School Services of California and Santa Ana Unified School District for Human Resources, original Board approval 6/7/2016, revised 3/29/2017.**

This **AMENDMENT** is hereby entered into between the **Santa Ana Unified School District**, hereinafter referred to as “**DISTRICT**” and **School Services of California** 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 to amend the contract approved 6/7/2016 as follows:

1. **CONSULTANT:** Recruitment search for the Deputy Superintendent, Operation and Chief Business Official, fact finding and negotiations impasse.
2. **Term.** **CONSULTANT** shall commence providing services under this amended **AGREEMENT** on 7/1/2016 and will diligently perform as required and complete performance by 6/30/2017.
3. **Compensation.** **DISTRICT** agrees to pay the **CONSULTANT** for services satisfactorily rendered pursuant to this **AMENDED AGREEMENT** at total fee not to exceed \$65,000.

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

All other terms of the initial **AGREEMENT** shall remain unchanged.

This AMENDED AGREEMENT is entered into this **29<sup>th</sup> Day of March, 2017.**

DISTRICT:

By:

\_\_\_\_\_  
Signature

Tina Douglas

\_\_\_\_\_  
Printed Name

Assistant Superintendent, Business  
Services

\_\_\_\_\_  
Title

3/28/2017

\_\_\_\_\_  
Board Approval Date

CONSULTANT:

By:

  
\_\_\_\_\_  
Signature

Sheila G. Vickers

\_\_\_\_\_  
Printed Name

Vice President

\_\_\_\_\_  
Title

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Deductive Change Order No. 1 for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Deductive Change Order No. 1 for Bid Package No. 2 – New Playground Equipment and Resurfacing. The project scope of work included replacement of existing fall surfacing and installation of new owner-furnished playground equipment at Kennedy, Lincoln, Madison, and Washington Elementary Schools.

**ITEM SUMMARY:**

- At its December 13, 2016 meeting, the Board awarded a contract for Bid Package No. 2 – New Playground Equipment and Resurfacing to T.J. Janca Construction, Inc.
- This deductive change order demonstrates project savings.

**RATIONALE:**

During the course of construction, funds remain unspent, creating a net reduction to the contract.

<b>Project</b>	<b>Bid Package</b>	<b>Original Contract Amount</b>	<b>Deductive Change Order Amount</b>	<b>Revised Total Contract Amount</b>	<b>Contractor</b>
Playground – Various Sites	BP No. 2 – New Playground Equipment and Resurfacing	\$163,000.00	(\$13,200.00)	\$149,800.00	T.J. Janca Construction, Inc.
<b>TOTAL SAVINGS:</b>		<u>\$163,000.00</u>	<u>(\$13,200.00)</u>	<u>\$149,800.00</u>	

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

General Fund 01 - One-Time Playground Carry Over: Credit of \$13,200.00 to General Fund 01

**RECOMMENDATION:**

Approve Deductive Change Order No. 1 for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools.

**AGENDA ITEM BACKUP SHEET  
March 28, 2017**

**Board Meeting**

**TITLE:** Acceptance of Completion of Contract for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools

**ITEM:** Consent

**SUBMITTED BY:** Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations

**PREPARED BY:** Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 2 – New Playground Equipment and Resurfacing. The project scope of work included replacement of existing fall surfacing and installation of new owner-furnished playground equipment at Kennedy, Lincoln, Madison, and Washington Elementary Schools.

**RATIONALE:**

The District has received close-out confirmation from its construction manager stating the work has been completed in accordance with the terms of the contract. Public Contract Code, Sections 9201 through 9203, requires the District to withhold retention from the contract price until final completion and acceptance of the projects

ITEM SUMMARY:
<ul style="list-style-type: none"> <li>• At its December 13, 2016 meeting, the Board awarded a contract for Bid Package No. 2 – New Playground Equipment and Resurfacing to T.J. Janca Construction, Inc.</li> <li>• Request Board acceptance of completed project.</li> <li>• Request approval to release retention.</li> </ul>

Project Site	Bid Package	New Contract Amount	5% Retention	Change Order	Contractor
Playground - Various Sites	BP No. 2 – New Playground Equipment and Resurfacing	\$149,800.00	\$7,490.00	1	T.J. Janca Construction, Inc.

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

General Fund 01 - One-Time Playground Carry Over: Release Retention of \$7,490.00

**RECOMMENDATION:**

Accept the March 28, 2017 completion of contract with T.J. Janca Construction, Inc. for Bid Package No. 2 – New Playground Equipment and Resurfacing at Kennedy, Lincoln, Madison, and Washington Elementary Schools, and approve the release of contractor’s retention.

OW:rb

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Deductive Change Order No. 1 for Bid Package No. 3802 – Bleacher Replacement at Century High School Under the State Emergency Repair Program**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Deductive Change Order No. 1 for Bid Package No. 3802 – Bleacher Replacement at Century High School under the State Emergency Repair Program. The project scope of work included replacement.

**RATIONALE:**

During the course of construction, funds remain unspent, creating a net reduction to the contract.

**ITEM SUMMARY:**

- At its October 25, 2016 meeting, the Board awarded a contract for Bid Package No. 3802 - Bleacher Replacement at Century High School under the State Emergency Repair Program to J.L. Cobb Painting & Construction.
- This deductive change order demonstrates project savings.

<b>Project</b>	<b>Bid Package</b>	<b>Original Contract Amount</b>	<b>Deductive Change Order Amount</b>	<b>Revised Total Contract Amount</b>	<b>Contractor</b>
Century High School	Bid Package No. 3802 -Bleacher Replacement	\$522,780.00	(\$9,800.00)	\$512,980.00	J.L. Cobb Painting & Construction
<b>TOTAL SAVINGS:</b>		\$522,780.00	(\$9,800.00)	\$512,980.00	

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

State Emergency Repair Program (ERP) Funds: Credit of \$9,800.00 to the ERP Fund

**RECOMMENDATION:**

Approve Deductive Change Order No. 1 for Bid Package No. 3802 – Bleacher Replacement at Century High School under the State Emergency Repair Program.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Acceptance of Completion of Contract for Bid Package No. 3802 – Bleacher Replacement at Century High School Under the State Emergency Repair Program**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 3802 – Bleacher Replacement at Century High School under the State Emergency Repair Program. The project scope of work included replacement.

**RATIONALE:**

The District has received close-out confirmation from its construction manager stating the work has been completed in accordance with the terms of the contract. Public Contract Code, Sections 9201 through 9203, requires the District to withhold retention from the contract price until final completion and acceptance of the projects.

**ITEM SUMMARY:**

- At its October 25, 2016 meeting, the Board awarded a contract for Bid Package No. 3802 - Bleacher Replacement at Century High School under the State Emergency Repair Program to J.L. Cobb Painting & Construction.
- Request Board acceptance of completed project.
- Request approval to release retention.

<b>Project</b>	<b>Bid Package</b>	<b>New Contract Amount</b>	<b>5% Retention</b>	<b>Change Order</b>	<b>Contractor</b>
Century High School	Bid Package No. 3802 -Bleacher Replacement	\$512,980.00	\$25,649.00	1	J.L. Cobb Painting & Construction

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

State Emergency Repair Program (ERP) Funds: Release Retention of \$25,649.00

**RECOMMENDATION:**

Accept the March 28, 2017 completion of contract with J.L. Cobb Painting & Construction for Bid Package No. 3802 – Bleacher Replacement at Century High School under the State Emergency Repair Program, and approve the release of contractor's retention.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**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**

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**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.

Contained within the Personnel Calendar are 19 new hires for SAUSD, including:

- Activity Supervisor – 6
- After School Instructional Provider – 4
- Custodian - 1
- Library Media Technician – 1
- Licensed Vocational Nurse – 1
- Preschool Teacher – 2
- Site Clerk – 1
- Student Support Paraprofessional – Special Education – 3

**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.

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 28, 2017**

<b>LAST NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>RETIREMENTS 2016-17</b>					
Johnson, Craig	Assistant Principal	MacArthur	June 30, 2017		Retirement - 24 years
Nares Pueblos, Lucinda	Assistant Superintendent of School Performance and Culture	K-12 School Performance and Culture	June 30, 2017		Retirement - 25 years
Wallstedt, Marleen	Teacher	Jackson	June 22, 2017		Retirement - 20 years
<b>RESIGNATIONS 2016-17</b>					
Alvarez, Lorena	Teacher	Special Education	March 16, 2017		Other - 11 years
Ferullo, Nicole	Teacher	Carr	June 22, 2017		Family Responsibilities - 1 year
MacLeod, Olivia	Teacher	Mitchell	June 22, 2017		Personal - 3 years
O'Neil, Kathleen	Teacher	Mendez	June 22, 2017		Family Responsibilities - 6 years
Shenkman, Michael	Teacher	Lathrop	March 16, 2017		Other - 15 years
<b>ABSENCE (3 to 20 duty days) - Without Pay with Benefits</b>					
Mejia, Lilia	Teacher	Lowell	March 13, 2017	April 14, 2017	Child Care

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 28, 2017**

LAST NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>EXTENSION OF LEAVE (21 duty days or more) - Without Pay and Without Benefits</b>					
Larkins Silva, Karen	Teacher	Taft	August 11, 2017	June 1, 2018	Family Responsibilities
Leingang, Caryn	Teacher	Taft	August 11, 2017	June 1, 2018	Family Responsibilities
Palomino, Carina	Teacher	Advanced Learning Academy	August 11, 2017	June 1, 2018	Personal
Pickrell, Laura	Teacher	Carver	August 11, 2017	June 1, 2018	Family Responsibilities
Quintana, Wendy	Teacher	Muir	August 11, 2017	June 1, 2018	Personal
Tenney-Yu, Michelle	Teacher	Monte Vista	August 11, 2017	June 1, 2018	Child Care
Wilson, Shelana	Psychologist	Psychological Services	August 9, 2017	June 1, 2018	Child Care
<b>SPRING SPORTS 2016-17</b>					
Cortes, Teodoro	Head Coach	Century	2016-17		Baseball
Dallas, Thomas	Head Coach	Century	2016-17		Track
Govier, Robert	Assistant Coach	Century	2016-17		Track
Lapic, Andrew	Head Coach	Century	2016-17		Football
Lapic, Andrew	Assistant Coach	Century	2016-17		Track
Marzilli, Gregory	Head Coach	Century	2016-17		Softball
Molina, Fausto Jr.	Assistant Coach	Century	2016-17		Baseball
Munoz, Liana	Head Coach (Varsity)	Century	2016-17		Volleyball (Boys)



**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - March 28, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RETIREMENTS</b>						
Heller, Curt	Ath. Equip. Attendant II	Segerstrom	March 13, 2017			16 years, 3 months
Nguyen, Ngoc	Fd. Svc. Wkr.	Nutrition Svcs.	December 31, 2016			17 years
Ochoa, Gabriela	Instr. Asst. Sp. Ed.	Thorpe	March 13, 2017			17 years, 5 months
<b>RESIGNATIONS</b>						
Bitun, Rialou	Licensed Vocation Nurse	PSS	March 30, 2017			Personal - 3 years, 3 months
Borcelis, Kashmyrrh	SSP Sp. Ed.	Carr	March 20, 2017			Personal - 2 months
Garcia, Victor	After School IP	After School Programs	March 17, 2017			Personal - 1 year, 6 months
Gersten, Madison	Activity Supervisor	Century	December 15, 2016			Personal - 1 year, 11 months
Nuñez, Jesse	Custodian	Spurgeon	March 9, 2017			Personal - 17 years, 2 months
Perez, Evangelina	After School IP	After School Programs	March 24, 2017			Personal - 1 year, 6 months
Reach, Chenda	Licensed Vocational Nurse	PSS	February 7, 2017			Personal - 3 months

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 28, 2017**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>RESIGNATIONS (Continuation)</b>						
Rodriguez de Hernandez, Martha	Fd. Svc. Wkr.	Nutrition Services	February 27, 2017			Personal - 8 years, 6 months
Sandoval, Veronica	Activity Supervisor	Santiago	January 1, 2017			Personal - 4 weeks
<b>ABSENCE (3 to 20 duty days) - Without Pay</b>						
Lopez, Sandra	Fd. Svc. Wkr.	Segerstrom	March 14, 2017	March 29, 2017		Personal
<b>LEAVE (21 duty days or more) - Without Pay</b>						
Morales, Brenda	Autism Paraprofessional	Special Ed.	March 2, 2017	April 1, 2017		Personal
<b>NEW HIRES</b>						
Aguilar, Hephzibah	Licensed Vocational Nurse	Health Services	March 3, 2017		24/1	Probationary
Arriola, Jonathan	After School IP	After School Programs	March 10, 2017		16/1	Probationary
Buron, Donna	SSP Sp. Ed.	Franklin	March 13, 2017		19/3	Probationary
Ceja, Maria	Activity Supervisor	Heroes	March 3, 2017		10/1	
Cervantes, Stephanie	After School IP	After School Programs	March 13, 2017		16/1	Probationary

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - March 28, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>NEW HIRES (Continuation)</b>						
Chavez, Vanessa	After School IP	After School Programs	March 8, 2017		16/1	Probationary
Chavez Cruz, Keila	Site Clerk	Civic Center	February 23, 2017		24/1	Probationary
Feil, Sydney	After School IP	After School Programs	February 27, 2017		16/1	Probationary
Ferguson, Regina	Site Coordinator	After School Programs	April 10, 2017		\$25	Probationary
Gutierrez, Edward	Custodian	Head Start	May 1, 2017		23/1 +	Probationary
Gutierrez, Maria	Activity Supervisor	Garfield	March 3, 2017		Diff.	Probationary
Kasalian, Milina	Preschool Teacher	ECE	March 1, 2017		10/1	Probationary
Loken, Nicole	SSP Sp. Ed.	Spurgeon	March 13, 2017		IIIIC/1	Probationary
Martin, Diego	SSP Sp. Ed.	Davis	March 21, 2017		19/1	Probationary
Martinez, Carlos	Activity Supervisor	Wilson	March 9, 2017		19/3	Probationary
Quiñones Hernandez, Banessa	Activity Supervisor	Lowell	March 3, 2017		10/1	
Ruiz Gonzalez, Maria	Site Coordinator	After School IP	March 20, 2017		\$25	Probationary
Sanchez, Mariana	Activity Supervisor	Kennedy	March 9, 2017		10/1	
Sanchez, Marlen	Activity Supervisor	Kennedy	March 9, 2017		10/1	
Vallejo, Sonia	Library Media Tech.	Harvey	March 13, 2017		25/1	Probationary
Yaghnam, Patricia	Preschool Teacher	ECE	March 3, 2017		IIIIC/1	Probationary

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 28, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>TEMPORARY ASSIGNMENTS</b>						
Ambriz, Fabiola	Interpreter/Translator Sp. Ed.	Special Ed.	February 14, 2017	April 30, 2017	32/6 + Bil.	
Cordon, Avely	From Site Clerk to Sch. Off. Asst. Sec.	Spurgeon	August 11, 2016	December 22, 2016	24/6	
Cordon, Avely	From Site Clerk to Sch. Off. Mgr. Int.	Spurgeon	December 23, 2016	February 17, 2017	28/5	
Garcia, Gilbert	From Custodian to Plant Custodian Int.	Bldg. Svcs.	February 24, 2017	March 3, 2017	32/3	
Goddard, Joshua	From Mgr. of Fd. Svcs. Operations to Asst. Dir. of Fd. Svcs.	Nutrition Services	February 27, 2017	April 28, 2017	Level 38/1	
Lopez, Priscilla	From Site Clerk to Sch. Off. Asst. Sec.	Century	March 13, 2017	April 2, 2017	24/2	
Martinez, Freddie	From Int. Ld. Custodian to Plant Custodian Int.	Bldg. Svcs.	February 21, 2017	February 23, 2017	32/3	
Plaza, Leonor	From Depart. Spec. to Admin. Secretary	Deputy Supts. Office	January 30, 2017	March 24, 2017	30/6	
Torres, Elizabeth	From Site Clerk to Department Specialist	Curriculum Instr./Staff Development	February 1, 2017	March 24, 2017	28/1	
Trang, Meyly	From After School IP to Site Coordinator	After School Programs	March 15, 2017	March 17, 2017	\$25	
Valenzuela, Crystal	From After School IP to Site Coordinator	After School Programs	February 28, 2017	March 2, 2017	\$25	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - March 28, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>TEMPORARY ASSIGNMENTS (Continuation)</b>						
Visoso, Janet	From Fd. Svc. Spvr. Elem. to Fd. Svc. Spvr. Int.	Nutrition Services	February 6, 2017	February 28, 2017	27/1	
Yepez, Peggy	From Site Clerk to Registrar HS	Saddleback	March 7, 2017	March 13, 2017	26/6	
<b>HOURLY APPOINTMENTS</b>						
Alejandro, Alejandrina	Instr. Asst. Provider	Saddleback	March 2, 2017		16/1	
Ponce, Rodolfo	Instr. Asst. Provider	Valley	March 3, 2017		16/1	
Trujillo Osorio, Karla	Instr. Asst. Provider	Esqueda	March 3, 2017		16/1	
<b>SUBSTITUTES</b>						
Giron de Castro, Julia	Custodian		March 8, 2017		23/1	
Lopez, Alfredo	Custodian		March 8, 2017		23/1	
Martinez, Yvonne	Custodian		March 8, 2017		23/1	
Zuniga, Erik	Custodian		March 8, 2017		23/1	
<b>ATHLETIC SPECIALIST</b>						
Alaman, Alvin Jr.	Asst. Track Coach	Godinez	February 13, 2017		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - March 28, 2017**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Avalos, Raymond	Asst. Spring Football Coach	Segerstrom	May 31, 2017		\$28.04	
Brown, Kristin	Asst. Spring Football Coach	Santa Ana	May 31, 2017		\$28.04	
Buenrostro, Enrique	Head Baseball Coach	Santa Ana	February 13, 2017		\$28.04	
Burkhardt, Mark	Head Baseball Coach	Santa Ana	February 13, 2017		\$28.04	
Casas, Guillermo	Asst. Softball Coach	Segerstrom	February 13, 2017		\$22.43	
Castellanos, Clarissa	Asst. Softball Coach	Godinez	February 13, 2017		\$22.43	
Conde, Arielly	Asst. Track Coach	Godinez	February 13, 2017		\$22.43	
Castro, Thomas	Asst. Track Coach	Santa Ana	February 13, 2017		\$22.43	
Castro Herrera, Juan	Asst. Volleyball Coach	Santa Ana	February 13, 2017		\$22.43	
Contreras, Andres	Asst. Tennis Coach	Santa Ana	February 13, 2017		\$22.43	
Cruz, Joel	Head Track Coach	Santa Ana	February 13, 2017		\$28.04	
Cruz, Maer	Head Swimming Coach	Santa Ana	February 13, 2017		\$28.04	
Davalos, Lizzeth	Asst. Softball Coach	Godinez	February 13, 2017		\$22.43	
Dobbs, Ian	Asst. Track Coach	Segerstrom	February 13, 2017		\$22.43	
Duenas, Evelyn	Asst. Softball Coach	Godinez	February 13, 2017		\$22.43	
Fulford, Tracy	Asst. Track Coach	Segerstrom	February 13, 2017		\$22.43	
Harrington, Alec	Asst. Lacrosse Coach	Segerstrom	February 29, 2017		\$22.43	
Heathington, Thomas	Asst. Track Coach	Godinez	February 13, 2017		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - March 28, 2017**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Heiland, Danielle	Asst. Swimming Coach	Santa Ana	February 13, 2017		\$22.43	
Lambert, Dakota	Asst. Spring Football	Santa Ana	May 31, 2017		\$28.04	
Lambert, Dakota	Asst. Track Coach	Santa Ana	February 13, 2017		\$22.43	
Logue, William	Asst. Volleyball Coach	Godinez	February 13, 2017		\$22.43	
Macias, Alfredo	Asst. Spring Football	Segerstrom	May 31, 2017		\$28.04	
Madrid, Nicholas	Asst. Baseball Coach	Segerstrom	February 13, 2017		\$22.43	
Mateo, Patricia	Asst. Track Coach	Santa Ana	February 13, 2017		\$22.43	
Mazariegos, Melissa	Asst. Lacrosse Coach	Segerstrom	February 20, 2017		\$22.43	
McClintock, Brandon	Asst. Lacrosse Coach	Segerstrom	March 7, 2016		\$22.43	
Medina, Abel	Asst. Baseball Coach	Godinez	February 13, 2017		\$22.43	
Medina, Edward	Head Softball Coach	Godinez	March 17, 2017		\$28.04	
Medina, Thomas	Asst. Volleyball Coach	Segerstrom	February 13, 2017		\$22.43	
Mejia, Miguel	Asst. Track Coach	Segerstrom	February 13, 2017		\$22.43	
Nava, Carlos	Asst. Track Coach	Santa Ana	February 13, 2017		\$22.43	
Nava, Imelda	Asst. Track Coach	Segerstrom	February 13, 2017		\$22.43	
Ocampo, Jose	Asst. Baseball Coach	Godinez	February 13, 2017		\$22.43	
Ramirez, Erasmo	Head Baseball Coach	Segerstrom	February 13, 2017		\$28.04	
Ramirez, Ivan	Asst. Baseball Coach	Segerstrom	February 13, 2017		\$22.43	
Razo Vargas, Jesus	Asst. Volleyball Coach	Santa Ana	February 13, 2017		\$22.43	
Saldana, Jonathan	Asst. Baseball Coach	Santa Ana	February 13, 2017		\$22.43	
Sanchez, Jose	Asst. Track Coach	Century	February 13, 2017		\$22.43	
Scott, Elysse	Asst. Volleyball Coach	Segerstrom	February 13, 2017		\$22.43	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - March 28, 2017**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>ATHLETIC SPECIALIST (Continuation)</b>						
Sok, Johnny	Asst. Volleyball Coach	Godinez	February 13, 2017		\$22.43	
Teran, Diego	Asst. Tennis Coach	Santa Ana	February 13, 2017		\$22.43	
Tran, Joseph	Asst. Lacrosse Coach	Segerstrom	March 3, 2017		\$22.43	
Trinh, Daniel	Asst. Tennis Coach	Segerstrom	February 13, 2017		\$22.43	
Trinh, Jack	Asst. Tennis Coach	Segerstrom	February 13, 2017		\$22.43	
Tukia, John Jr.	Asst. Spring Football	Santa Ana	May 31, 2017		\$28.04	
Tukia, John Jr.	Asst. Track Coach	Santa Ana	February 13, 2017		\$22.04	
Vazquez, David	Asst. Baseball Coach	Segerstrom	February 13, 2017		\$22.43	
Wong, Stacey	Asst. Track Coach	Segerstrom	February 13, 2017		\$22.43	

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Submission of Refunding Application for Head Start Funding for 2017-18 Program Year**

**ITEM:**                   **Action**

**SUBMITTED BY:**   **Alfonso Jimenez, Ed. D., Assistant Superintendent, K-12 Teaching and Learning**

**PREPARED BY:**   **Charlotte Ervin, Coordinator, Head Start**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of the submission of the refunding application for Head Start funding for the 2017-18 program year. The funding was first implemented in the 2015-16 school year, serving eight Head Start sites.

To support our commitment to high-quality, low-cost preschool services, Santa Ana Unified School District (SAUSD) annually reappplies to the Orange County Head Start (OCHS) for continued Head Start funding. As the grantee, OCHS receives Head Start funding for all of Orange County. SAUSD is one of five delegate agencies to receive this funding.

**ITEM SUMMARY:**

- Refunding Application for Head Start Funding for 2017-18 program year.
- Head Start Sites: Adams, Broadway, Edison, Jackson, Kennedy, Mitchell, Monte Vista, and Roosevelt elementary schools.

**RATIONALE:**

SAUSD supports the philosophy that all children benefit from a comprehensive developmentally appropriate preschool program. This funding would assist the Head Start program meet the program goals and objectives in the areas of: health, mental health, social services, nutrition, parent involvement, community assessment, program planning calendar, updates, and a training plan.

A total of 550 children (3-5 years old) will be served at eight SAUSD Head Start centers.

LCAP Goal 3: All students and staff will work in a healthy, safe and secure environment that supports learning.

**FUNDING:**

Orange County Head Start:               \$3,429,594  
 Training and Technical Assistance:   \$ 27,205

**RECOMMENDATION:**

Approve the submission of the refunding application for Head Start funding for the 2017-18 program year.

AJ:CE:mo

**EXECUTIVE SUMMARY- HEAD START REFUNDING APPLICATION**

Title:	Head Start Refunding Application 2017-2018
Funding Source:	Orange County Head Start
Due Date:	March 29,2017
Contact Person:	Dr. Alfonso Jimenez- Assistant Superintendent of K-12 Teaching and Learning
Amount/Duration:	\$3,429,594, for 2017-2018 Program Year T&TA \$27,205.00 \$864,200 (25% SAUSD In-kind contribution required)
Target Population (e.g., Grade Level/s )	Preschool three to five years of age Highest need populations: Latino, Asian, and White and any other identified students of need.
Budget Impact:	None
Indirect Rate:	None
Personnel Impact:	Maintain current personnel
Survey Questions:	There will not be a survey administered.
<b>Grant Program Description</b>	
Goals /Objectives:	<p><b>Head Start Five Year Strategic Goals:</b> The Head Start Strategic Goals were developed based on the community needs assessment, and will be implemented for the next five years. Goals are updated annually.</p> <ul style="list-style-type: none"> <li>• <b>Goal 1:</b> Quality teaching practices will be implemented consistently and purposefully throughout the agency to achieve successful child outcomes.</li> <li>• <b>Goal 2:</b> Integrated services to children and families will reach its maximum efficiency and effectiveness through intentional, meaningful parent engagement in accessing resources and follow-up services to meet the identified needs of the children and families.</li> <li>• <b>Goal 3:</b> The recordkeeping, reporting and data management systems will produce accurate, reliable and meaningful data used to measure outcomes and impact of services for children and families.</li> <li>• <b>Goal 4:</b> Families will practice good oral health habits as part of an overall healthy lifestyle.</li> <li>• <b>Goal 5:</b> Families will adopt ongoing practices that support family literacy and lifelong learning.</li> <li>• <b>School Readiness Goals:</b> Children transitioning to kindergarten from Santa Ana Unified School District Head Start Program will be able to demonstrate abilities and knowledge as stated in the expectations described in the California Department of Education Preschool Foundations at 60 months. These are aligned with the Head Start Child Development and Early Learning Framework.</li> </ul>
Activities:	Full-day preschool services-160 days (40 children) Part-day preschool services-140 days (510 children)



**Santa Ana Unified School District-Head Start  
2015-2020 Five Year Program Goals and Objectives**

<b>Goal 1: Quality teaching practices will be implemented consistently and purposefully throughout the agency to achieve successful child outcomes.</b>	
<b>Objective 1:</b>	Increase the average teacher CLASS score for the Emotional Support domain annually for the next five years reaching a score of 7 by the end of year 5 as measured through the ongoing monitoring system.
<b>Objective 2:</b>	Increase the average teacher CLASS score for the Classroom Organization domain annually for the next five years reaching a score of 7 by the end of year 5 as measured through the ongoing monitoring system.
<b>Objective 3:</b>	Increase the average teacher CLASS score for the Instructional Support domain annually for the next five years reaching a score of 5 by the end of year five as measured through the ongoing monitoring system.

<b>Goal 2: Integrated services to children and families will reach its maximum efficiency and effectiveness through intentional, meaningful parent engagement in accessing resources and follow-up services to meet the identified needs of the children and families.</b>	
<b>Objective 1:</b>	Increase successful follow-up on health requirements by 10% annually for the next five years as measured through the ongoing monitoring system.
<b>Objective 2:</b>	Increase timely and meaningful follow-up on family goals by 10% annually for the next five years as measured through the ongoing monitoring system.
<b>Objective 3:</b>	Reduce the percentage of enrolled children who are obese annually reaching 10% by the end of year five.

**Goal 3: The recordkeeping, reporting and data management systems will produce accurate, reliable and meaningful data used to measure outcomes and impact of services for children and families.**

<b>Objective 1:</b>	Increase the accuracy of Child Plus data annually for the next five years to reach 100% accuracy by the end of year 5 as measured through the ongoing monitoring system.
<b>Objective 2:</b>	Increase the quality and breadth of meaningful data shared with staff, parents, governing bodies and the community annually over the next five years.

**Goal 4: Families will practice good oral health habits as part of an overall healthy lifestyle.**

<b>Objective 1:</b>	Children enrolled in the HS programs will practice good oral health habits in the classroom and at home and 90% of the children will receive dental screenings and follow-up (as needed).
<b>Objective 2:</b>	For children identified as needing treatment, increase the percentage of children receiving treatment annually for the next five years reaching 90% by the end of year five.
<b>Objective 3:</b>	Increase parent awareness of the importance of preventive dental health practices throughout life, especially during the preschool years, annually for the next five years.
<b>Objective 4:</b>	Implement a minimum of one oral health education workshop at each of the centers annually for the next five years.
<b>Objective 5:</b>	To establish an MOU with community organizations to provide or provide for a variety of parent educational classes and oral health services to the families enrolled in the program.

<b>Goal 5: Families will adopt ongoing practices that support family literacy and lifelong learning.</b>	
<b>Objective 1:</b>	Increase the percentage of parents who read with their child daily, annually over the next five years.
<b>Objective 2:</b>	To provide initial and ongoing training to parents on the benefits of volunteering in the classrooms and participate in classroom activities. They will understand how their presence and activity enhances their children's development and contribute to the fiscal management of the program.
<b>Objective 3:</b>	Implement a minimum of one financial education workshop at each of the centers annually for the next five years.
<b>Objective 4:</b>	To establish an MOU with community organizations to provide or provide for a variety of literacy activities/trainings for families and staff.
<b><u>Activities Toward the Goals /Objective</u></b>	

**2017-2018 SAUSD HEAD START  
TRAINING AND TECHNICAL ASSISTANCE**

<b>Priorities And Data Sources</b>	<b>Strategies</b>	<b>Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)</b>	<b>Target Audience</b>	<b>Expected Outcomes And/Or Results</b>	<b>Method For Monitoring and Evaluation</b>	<b>Implementa-tion Timelines</b>	<b>Projected Budget</b>
<b>General</b>							
Record Keeping & Reporting- Goal 3: The recordkeeping, reporting and data management systems will produce accurate, reliable and meaningful data used to measure outcomes and impact of services for children and families.	Review and update staff on required program documents , Record keeping & reporting implementation in the Child Plus Data System in all service areas	SAUSD Head Start Coordinator Assist. Coordinator of Education and Disabilities Fiscal Assistants - In House/Child Plus Consultant	Lead Teachers Teachers Teacher's Aides Parent Ed Specialist CW/Nurse/ Social Service Manager Asst. Coord. of Ed and Disab	To increase the knowledge and skills of staff in understanding Child Plus and the use of the data base system to inform program planning and providing accurate porgram data across all service areas	Meeting sign in sheets and agendas , Child Plus Reports, Self Assessment , Coordinator and Manager Data Reports , Monthly Child Plus Reports , OCHS Progress Report	Sept. 2017-June 2018	No cost
Goals and Objectives 2014-2019	Review and update staff on current 5 year goals and objectives .	Head Start Coordinator- In House	All Staff	To align goals with program policies and procedures	Meeting sign in sheets and agendas , Child Plus Reports	July 2017- June 2018 Ongoing throughout the year .	No cost
<b>Nutrition Services</b>							
Performance Standards, CACFP Regulations , Data PIR Childhood Obesity Oral Health	To train staff on the Performance Standards and program requirements; Annual CACFP Training; Healthy Eating and Exercise. Implement nutrition curriculum weekly in the Head Start classroom Healthy eating habits to promote good oral health	SAUSD Coordinator, Nutrition Consultant and SAUSD Nutrition Services SAUSD Nutrition Specialist/Consultant- In House/Consultant	Lead Teachers Teachers Teacher's Aides	Increase staff knowledge of nutrition and implemntation of a curriculum that promotes healthy eating to reduce childhood obesity	CACFP Monitoring Ongoing monitoring, review lesson plans, nutrition curriculum, self-assessment	Sept. 2017-June 2018	\$1,000

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Governance &amp; Parent Involvement</b>							
Parent Committees member roles and responsibilities based on the Performance Standards Regulations in Program Governance-Shared Governance.	Review with Parent Committee the Responsibilities of the following: <ul style="list-style-type: none"> <li>• PC Member Responsibilities</li> <li>• Parliamentary Procedures</li> <li>• Officer's Duties</li> <li>• Parent Activity Fund</li> </ul> Review Service Area Plans Policies and Procedures	SAUSD Head Start Coordinator Assist. Coordinator of Education and Disabilities Parent Ed Specialist- In House	Head Start Parents Center Parent Committees Policy Committee	To inform parents of their role in Head Start Governance and improve communication between Policy Committee and Parent Committees	Ongoing Monitoring Tools, Self assessment, Minutes of Policy Committee minutes	November 2017	No cost
Policy Committee Performance Standards Regulations -Shared Governance. Head Start Act	Review Appendix A and Head Start Act Roles & Responsibilities, Officer Expectations Policies & Procedures, and Shared Governance	SAUSD Head Start Coordinator. Parent Education Specialist Fiscal Assistants- In House	Policy Committee Representatives	Policy Committee representatives will be informed leaders and confident decision makers for the Head Start Program. PC members will attain understating of the entire Head Start program and its service area plans policies and procedures .	PC Training Documents sign in sheets and agendas; Self Assessment Data; Monitoring results in Program Governance	November 2017	No cost
SAUSD Board Of Education Performance Standards Regulations -Shared Governance. Head Start Act	Policy Committee Review Appendix A, Roles & Responsibilities, Officer Expectations, Policies & Procedures, and Shared Governance SAPPP	SAUSD HS Coordinator Fiscal Assistants, Parent Education Specialist - In House	Board Representatives, PC Committee and officers	SAUSD Board of Education members will be informed leaders and confident decision makers for the Head Start Program. Increased knowledge of roles and responsibilities in the shared decision making process.	Ongoing Monitoring results , Self-Assessment results , Training Sign In sheets	December 2017	\$200

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
SAUSD Board Of Education and Policy Committee Performance Standards Regulations -Shared Governance. Head Start Act	Policy Committee Training- Fiscal Planning in the Head Start Program- Cost Allocation , Fiscal Service Area Plan Polices and Procedures	SAUSD Head Start Fiscal Assistants- In House	Policy Committee, Program Planning	To explain the budget development process in detail cost allocation and expenses. To explain the grant allocation	Policy Committee Meeting Minutes and sign in sheets	November 2017	\$200
SAUSD Board Of Education Performance Standards Regulations -Shared Governance. Head Start Act	Child Outcomes Data and Program Curriculum School Readiness	SAUSD HS Coordinator Parent Education Specialist Assistant Coordinator of Education and Disabilities- In House	Policy Committee Representatives	To prepare and inform Subcommittee Members of Planning Process Regulations	Self Assessment, Policy Committee Minutes Performance Standards	December 2017	No cost
Performance Standards, Self-Assessment, Ongoing Monitoring Governance	Program Planning Process, Community Assessment, Self Assessment, Child Outcomes	SAUSD HS Coordinator Parent Education Specialist- In House	Policy Committee Representatives	To prepare and inform committee members of personnel regulations	Self Assessment Minutes of Policy Committee Minutes Performance Standards	November 2017	No cost
Governance	Review and update the Five Year Goals & Objectives, Community Assessment, PIR	SAUSD HS Coordinator Parent Education Specialist- In House	Policy Committee Representatives Governance	To prepare and inform Sub Committee Members of the Governance Regulations	Self Assessment, Policy Committee Minutes Performance Standards	February 2017	No cost

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Health Services</b>							
Self Assessment, Monitoring, OCHS Grantee site reviews Program Goal #3	Review children's medical records at enrollment to ensure compliance with the performance standards deadlines- 30-day physicals, 45 day screening, oral examinations/ Immunization Input health information into the Child Plus Data System for accurate and timely follow up	SAUSD HS Coordinator SAUSD Nurses Community Worker Social Service Manager - In House	All Staff	To provide training to implement procedures related to delivery of health services	Ongoing monitoring and self assessments and quarterly file checks	September 2017- June 2018	No cost
Performance Standards, Program Goal 1, 4, Community Assessment and Self Assessment	Review and update health information in Child Plus, to complete follow up on oral examinations, physicals, and screenings in a timely manner; Promote oral health implementing classroom curriculum and parent workshop	Consultants , Head Start Assistant Coordinator of Education and Disabilities - In House	Lead Teachers Teachers Teacher's Aides Community Workers	To increase staff knowledge of health services and functions to promote seamless service delivery to families and children	Child Plus Reports Training Sign in sheets, Ongoing monitoring Lesson	July 2017- June 2018 Ongoing throughout the year .	No cost
Performance Standards Mandated Health related training	Annually Performance Standards and Health procedures and polices ie Administration of Medication policy and training on the use of inhalers, and the Epipen, Bloodborn Pathogens and CPR /First Aid	Nurse- In House	All Staff	To increase staff knowledge/ performance related to training topics in the area of health	Monitoring • Performance • Standards • Area Plans • Policies & Procedures • Monitoring Protocol	August 2017 and ongoing	\$0
Performance Standards, Monitoring, Self-assessment	Training for all staff on monitoring, Performance Standards, Service Area Plans, Policies & Procedures, Monitoring Protocol	SAUSD HS Coordinator- In House	All Staff	To increase staff knowledge/ performance related to training topics	Performance Standards and ongoing monitoring	August 2017 and ongoing	\$0
Performance Standards, health and safety monitoring, self-assessment, staff questionnaire	Emergency Disaster Preparedness Train staff on proper procedures, health and safety practices. provide accurate evacuation plans and earthquake kits for the sites, review with site staff on procedures, follow up, roles in an emergency, update First Aid kits-ensure two per center and enough food	SAUSD HS Coordinator SAUSD Nurses, SAUSD Police Red Cross- In House/Consultant	All Staff	To increase staff knowledge/performance related to emergencies and disaster awareness	Surveys, performance standards, licensing, ongoing monitoring, self assessments, feedback from Health Consultants	September 2016- June 2017	\$500

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
Program Goal #4 Oral Health Performance Standards, monitoring, self-assessment monthly progress reports , community assesment	Curriculum and Instruction - Provide teaching staff with oral health activites that can be implemented monthly in the classroom. Provide children with onsite oral exams, provide parents with education on oral health in the newsletter and workshops	Healthy Smiles SAUSD Nurse Tooth Fairy Program- In House/ Consultant	Site Supervisor Teacher Teacher's Aides Com.wrkr./ Nurse	To provide knowledge and training for health procedures at the site level as needed	Agendas, sign in sheets	Sept 2017-June 2018	No Cost
Performance Standards, Monitoring, Self-assessment, Goal 1	Nurse to conduct a health workshop with families, and Review with nurses and staff on the use of Health Assessment forms, follow up and case management plans and review: <ul style="list-style-type: none"> <li>• Medication Policy</li> <li>• Use of Nebulizer/inhaler</li> <li>• Exclusion Long/Short</li> <li>• Dental Health and Hygiene</li> <li>• Hand washing</li> </ul>	SAUSD HS Coordinator SAUSD Nurse- In House	Lead Teachers Teacher Teacher's Aides CW's	To increase consistency and clarity of procedures among staff	Surveys, performance standards, licensing, ongoing monitoring, self assessments, feedback from Health Consultants	October 2017 and Ongoing	No cost
<b>Disabilities Services</b>							
Performance Standards	Conduct case management meetings on IEP goals, resources, and in house referral	SAUSD Coordinator Assist. Coordinator of Education and Disabilities	Lead Teachers Teacher's Aides Community Workers	Implementation of the goals on the IEP and individualizing to promote positive outcomes for children with disabilities	Ongoing Monitoring, self assessment, case management plans minutes	Monthly from October through May, 2018	No Cost
Performance Standards, Self Assessment ongoing Monitoring , Training needs asseesment Parent surveys	Provide training for classroom staff/parents working with children needing Special Education, equipment, and related services social emotional development and children with challenging behaviors; Provide Staff with CEFL training and PBIS Training	SAUSD Special Education Staff Assist. Coordinator of Education and Disabilities Mental Helath Consultant - In House/Consultant	Lead Teachers Community Workers Teachers Teacher's Aide	Increase knowledge of staff on specific disabilities, intervention, and using specialized equipment as needed at centers	Disabilities Tracking referral forms and ongoing monitoring at sites	November 2017	\$2,000

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
Performance Standards, Self Assessment	Review and update staff on the referral procedures, Training on SAPPPS and forms and classroom management, review tracking forms for children receiving services at the site; implement Child Plus to track servies and follow up . <input type="checkbox"/>	SAUSD Director Assist. Coordinator of Education and Disabilities SAUSD Special Education Staff- In House	Assistant Coordinator of Education and Disabilities SAUSD Special Education Department	To increase knowledge of staff on new referral process and to ensure the timeline is met	Disabilities Tracking referral forms and ongoing monitoring at sites, Performance Standards	August 2017 and Ongoing	No cost

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Mental Health</b>							
Mandated Training Performance Standards Licensing Regulations	Review with staff the mental health SAPPPS and forms; Child Plus data entry for mental health services	SAUSD HS Coordinator Assistant Coordinator- In House	Lead Teachers CW's Teachers Teacher's Aide	Increase knowledge and awareness of Mental Health related procedures, forms, and strategies for use in class and to help families in the home	Training on Performance Standards, ongoing monitoring, mental health tracking form; ChildPlus Reports	October 2017	No cost
Mandated Training	Review Child Abuse Policies and Procedures	SAUSD Head Start Coordinator Child Abuse Registry Consultant- In House	All Staff	Increase staff knowledge and awareness of child abuse reporting procedures, and to train parents on strategies to use to prevent child abuse	Training Sign In Sheets	September 2017	No cost
<b>ERSEA</b>							
Performance Standards	Training on ERSEA Performance Standards and practices to include the attendance policy, documentation of eligibilty in Child Plus and Child's file.	In house workshops and ongoing training from Social Service Manager- In House	All staff and Policy Committee	Ability to implement a comprehensive ERSEA system	Self-assessment, ongoing monitoring	July 2017	
ERSEA, Outside Monitoring, validation visits	Review ERSEA SAPPSS full implementation of the Child Plus data system in ERSEA	Social Services Manager- In House	Policy Committee Community Workers	To inform staff and Policy Committee of ERSEA Regulations and requirements	Policy Committee Meeting minutes and staff meeting sign in sheets	April 2018	\$0
Community Assessment, Head Start Act, validation visits Program Goal 2, 3	Marketing to homeless populations, providing community resources to parents and promoting advocacy, Job skills for parents, ESL classes	District Homeless Liaison and various agencies that provide services to homeless children- In House	All staff	Enhanced services and information provided to homeless populations	Recruitment event sign in sheets, flyers distributed about enrollment	Ongoing	\$0

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Family and Community Engagement</b>							
Self Assessment and Ongoing Monitoring , Goal #2, 5- Family Literacy	Utilize Child Plus data system at each site to identify family needs track and monitor family services and ensure that family goals are followed up in a timely manner. Provide family literacy event at the sites as well as literacy resources for parents, books for lending libraries at the Head Start	Social Services Manager Child Plus- In House	Community workers, HS Coordinator, Parent Ed Specialist, Social Service Manager Community Workers	All family services to be entered in Child Plus tracked and followed up	Ongoing Monitoring, monthly MPR feedback from delegate agency QS staff, self-assessment, ongoing monitoring, Child Plus Reports	Ongoing	\$1,800
Goal #2	Implement system for intergrated services to to engage parents in accessing resources and follow up services to to meet identified needs	CHSA Managers & Directors Conference	Community workers, Social Service Manager	To provide quality services and better collaboration between the program community and parents.	Sign in sheets, agendas, file reviews	September. 2017	\$1,500
<b>Transportation</b>							
Vehicle and Pedestrian Safety, Performance Standards	Annually train staff parents, staff, and children on pedestrian safety	Head Start Coordinator, Teachers , Parent Education Specialist- In House/ Consultant	Staff, parents and children	Increased knowledge of transportation issues, pedestrian safety, and vehicle safety	Parent/Staff meeting sign in sheets, training agendas and sign in sheets	September 2017- June 2018	No cost

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Performance Standards</b>							
Program Design & Management	Review required documents, program planning process, special needs documentation, monitoring, self assessment, communication and integration, governance, PDM Service Area Plans Policies and Procedures	SAUSD HS Coordinator SAUSD Assist. Coordinator of Education and Disabilities- In House/ Consultant	Lead Teachers Teachers Teacher's Aides CW's All Staff	To ensure staff are current with program operation and activities	Agendas and Sign-In and Out sheets	February 2018	No cost
Self Assessment	Self Assessment and Program Review	OCHS, Content Area Experts, Federal Review Team- In House/Consultant	All Staff	Preparation for Federal Review	Self Assesment Results and Corrective Action Plan	By January 2018	\$500
Self Assessment	Provide Training to staff on Monitoring Protocol. Every Head Start staff will have a access to SAPPPS online	OCHS, Content Area Experts, Federal Review Team- In House/Consultant	All Staff	To inform and educate staff on requirements for Self Assessment Provide staff with an up to date binder of policies and procedures	Self assessment reports	By March 2018	\$0
Program Design & Management	Provide staff training on the Staff Orientation Manual, Parent Handbook, Policies & Procedures Codes of Conduct; Sexual Harrassment	SAUSD Coordinator Assist. Coordinator of Education and Disabilities Social Services Manager- In House/Consultant	All Staff	Review and update on program guidelines, expectation and requirements	Self assessment and T & TA plans	September 2017 and ongoing as needed	\$0
Family and Community Partnerships Goal #2	Conduct case management meetings on IEP goals, resources, and in house referral	SAUSD Director Community Partners Social Services Manager- In House/ Consultant	Community Worker Parent Ed. Spaciaist	To insure community workers are up to date on program procedures and required duties.	Agendas of meetings, sign in and out sheets	By December 2017	\$0
Required Annual CPR & First Aid Training	To ensure that all staff are current in their Pediatric & Adult CPR and First Aid	Qualified SAUSD Nurse- In House/ Consultant	All Staff	To have all staff trained or retrained on pediatric and adult CPR & First Aid	CPR and First aid cards in the staff files	August 2017-June 2018	\$1,000

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
Program Design & Management, SAPPP's	Update staff on laws, Head Start Act, Requirements for Education requirements from the Head Start Act, review performance standard in Program Design and Management and use SAPPP's to show Integration of service areas	SAUSD Coordinator Assist. Coordinator of Education and Disabilities OCHS Managers SAUSD Administrators In House/ Consultant	All Staff Policy Committee	To provide updated information of Federal, State, Licensing & Head Start regulations	Sign in and agendas from meetings, review of training binder	September 2017- June 2018	\$200
School Readiness Goals ,Child Outcomes, DRDP-PS 2 Assessment, Pre-Kindergarten Standards	Provide staff with training in assessments of children using the DRDP-PS and aligning them with the new Kindergarten Standards. Send staff to local trainings for PRE-K Learning Foundations to train staff on DRDP-PS	SAUSD Coordinator Assist. Coordinator of Education and Disabilities OCHS Managers SAUSD Administrators In House/ Consultant	Lead Teachers Teachers Teacher's Aides	To enhance classroom staff's ability to more effectively implement the DRDP Assessment system	Agenda's and sign in sheets	October 2017 and ongoing as trainings are available	\$2,000
Required Annual Blood borne Pathogens, Child Abuse and Health Procedures, Sexual Harrassment	<ul style="list-style-type: none"> <li>• Blood borne Pathogens</li> <li>• Medical Policies</li> <li>• TB Procedures</li> <li>• Child Abuse</li> <li>• Allergies</li> </ul>	Head Start Coordinator Nurse	All Staff	Review and train on health and mental health issues	Agendas, sign in sheets	September 2017- June 2018	\$0

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
<b>Education</b>							
<b>Education</b> -Performance Standards, Licensing Regulations and Head Start Act	Encourage staff to continue classes in Child Development, Curriculum, administration, Child Family & Community, and other related courses and review Head Start Act requirements specific with regards to Community Worker and Teacher qualifications.	Head Start Coordinator, Assistant Coordinator of Education and Disabilities- In House	Lead Teachers Teachers Teacher's Aides Community Workers Parent Education Specialist	More staff to obtain higher teacher credentials, Continue education, obtain an Bachelors degree or higher in Child Development	College Transcripts, Professional Development Plans	Sept. 2017-June 2018	\$2,000
<b>Education</b> -Skill Development, and School Readiness Goal	ECE trainer to support and mentor staff at sites to implement the High/Scope Curriculum Focus on literacy and math. Train new staff on High/Scope Curriculum. Offer for parents to attend training on High/Scope.	Assistant Coordinator of Education and Disabilities Early Learning Specialist- In House	Lead Teachers Teachers Teacher's Aides SAUSD HS Coordinator Asst. Coordinator	To enhance classroom staff's understating of the High Scope Curriculum	Sign in sheets from sites and agendas from meetings	Sept. 2017-June 2018	\$500
<b>Education</b> -Skill Development, CLASS Scores, Ongoing Monitoring Program Goal #1	Provide staff training on specific areas of the CLASS - provide activities to enhance curriculum and increase scores, provide mentor and coaching to teachers on the CLASS. Train staff on providing effective EL strategies and programs to ES students.	Certified Class Observer Assistant Coordinator of Education and Disabilities Early Learning Specialist - In House	Lead Teachers Teachers Teacher's Aides	To improve teachers skills in adult child interaction to to promote positive outcomes for children. Increase CLASS Scores in all domains	Agenda's, sign in sheets, training binder CLASS Score Results Pre and Post Test	By June 2018	\$2,500
Skill Development, Goal School Readiness and Child Outcomes Data	Focus-Language and Literacy blending and deleting words and syllables without the use of pictures; recognition of letters of the alphabet, math- number quantities, duplication of patterns, zoo phonics and shapes	Assistant Coordinator of Education and Disabilities, Early Learning Specialist	HS Coordinator Asstistant Coordinator of Education and Disabilities Lead Teachers Teachers Teachers Aides	Provide teaching staff with training on phonemic awarenes and literacy	Agenda's, sign in sheets, training binder	By December 2017	\$500

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
State developed PreK Learning Foundations tying to DRDP-PS state required assessment tool and School Readiness Goal	Training of staff on Head Start Outcomes Framework and California Preschool Learning Foundations to ensure children are kindergarten ready	Assist. Coordinator of Education and Disabilities Early Learning Specialist SAUSD Administrators- In House/ Consultant	Lead Teachers Teachers Teachers Aides Director Asst. Coordinator	To educate staff on the Content Standards for Pre K to address in lesson planning and classroom implementation at the site level	Staff Training Manual and Sign in sheets	Sept. 2017- June 2018	\$500
Goals and Objectives 2014-2019 School Readiness	Provide activities that will promote literacy and math development and include 15 minutes of literacy activities in the daily routine. Provide teachers with training on developmentally appropriate activities in math and literacy activities. Social Emotional Development -Conflict Resolution, Cogniton and General knowledge Patterning	SAUSD Coordinator Assist. Coordinator of Education and Disabilities OCHS Managers SAUSD Administrators- In House/Consultant	All Staff and 2 parents from Policy Committee to attend the CHSA conference locally	Attend workshops, conferences, and trainings to increase teaching skills, and competence in techniques, and assessment through activities for use with children	Agendas and sign in sheets	Sept. 2017-June 2018	\$2,000
Goals and Objectives 2014-2019	Attend conferences and leadership events CHSA Leadership Conference Education Conference Health Institute, Family and Community Engagement Conference	CHSA Managers & Directors Conference	Coordinator Asst Coordinator of Education and Disabilities, Fiscal and Parent Ed Staff, Parents	Learn Leadership skills and techniques specific to Head Start and working with children and families to implement for program improvement	Training agendas, certificates of completion, proof of attendance at events	Sept. 2017-June 2018	\$6,205
<b>Monitoring and Training</b>							
Validation Visits and Fiscal Monitoring, Performance Standards, Super Circular	To continue to improve fiscal policies and procedures is attending HS Fiscal conference	OCHS Grantee support- In House/ Consultant	Fiscal Asst I and II, and Director	Compliant and quality programming fiscally sound Head Start Program	Ongoing Monitoring Reports	July 2017-June 2018	\$2,100

Priorities And Data Sources	Strategies	Method Of T/TA (In-House, Conference, Consultants, RN, TA Network, Etc.)	Target Audience	Expected Outcomes And/Or Results	Method For Monitoring and Evaluation	Implementation Timelines	Projected Budget
Validation visits, self assessment	Ensure that "administration" and "program" cost do not exceed the 15% Admin rule	QS specialists at grantee level	Fiscal Assistants, Head Start Coordinator	To include policies and procedures that are written and included as part of the policies and procedures manual	Ongoing tracking on monthly documents to OCHS	Sept. 2017-June 2018	No cost
Validation Visit, Head Start Act	Monthly financial reports are to be provided to the Board of Education	QS specialists at grantee level- In House	Fiscal Assistants, Head Start Coordinator, Policy Committee, SAUSD Board of Education	Periodic reporting of financial information to go to board for review to control quality and monitor program quality	Agendas and Board Meeting Minutes	Sept. 2017-June 2018	No cost
							\$27,205

**SANTA ANA UNIFIED SCHOOL DISTRICT**  
**HEAD START Grant Application**  
**BUDGET FOR PROGRAM YEAR 2017-2018**

							Total Projected Salaries, 2017/2018	HS BASIC 2017/2018	HS T&TA	NON-FEDERAL SHARE	SAUSD Projected portion 2017/2018
<b>a. Personnel</b>											
Name	Title	Grade	Annual	# Mos	HS FTE	OTHER FTE					
<b>Preschool Administration Office &amp; Multi Site</b>											
<b>TOTAL SALARIES</b>							<b>2,347,602</b>	<b>2,083,723</b>		<b>225,455</b>	<b>263,879</b>
<b>b. Fringe Benefits @ 54.5 %</b>											
STRS			14.43%				174,964	154,843		20,121	
PERS			15.80%				173,894	153,897		19,998	
OASDI			6.20%				70,376	62,283		8,093	
Medicare			1.45%				34,040	30,126		3,915	
Health & Welfare							690,469	598,966		91,503	
SUI			0.05%				1,174	1,039		135	
WC			1.50%				35,214	31,164		4,050	
Retiree Benefits			4.35%				99,815	88,336		11,479	
Benefits for Non-Head Start District Staff											
<b>TOTAL FRINGE BENEFITS</b>							<b>1,279,947</b>	<b>1,120,654</b>	<b>-</b>	<b>-</b>	<b>159,293</b>
<b>c. Travel</b>											
<b>d. Equipment</b>											
<b>e. Supplies</b>											
<u>Classroom Supplies</u>											
Library books, manipulatives, consumable supplies, curriculum supplies, nutrition & wellness curriculum & activities, outside supplies, block area, photo development											
\$65/child (510) PD, \$85/child (40) FD							36,550	36,550			
<u>Transition Supplies</u>											
Transition folders, materials, & activities for transition to Kindergarten											
\$10/child x 550 children							5,500	5,500			
<u>ERSEA Supplies</u>											
Children's file folders, recruitment materials, enrollment forms and supplies							6,000	6,000			
<u>Medical &amp; Dental Supplies for Children</u>											
First aid supplies, earthquake kits, toothbrushes, toothpaste											
\$5/child x 550 children							2,750	2,750			
<u>Paper goods/Food service supplies for Children's Meals</u>											
Disposable serving bowls, plates, cups, flatware, etc.							6,000	6,000			
<u>Custodial Supplies</u>											
Detergent, mops, brooms, buckets, disinfectant, soap, toilet paper, kleenex, trash can liners, etc. -- all sites							13,507	13,507			
<u>Office Supplies</u>											
Stationery, paper, consumable supplies, business cards, file folders, computer, etc.							9,118	9,118			
<u>Copy Machine, Computer, Printer Supplies</u>											
Print cartridges, supplies							11,202	11,202			

**SANTA ANA UNIFIED SCHOOL DISTRICT**  
**HEAD START Grant Application**  
**BUDGET FOR PROGRAM YEAR 2017-2018**

					Total Projected Salaries, 2017/2018	HS BASIC 2017/2018	HS T&TA	NON-FEDERAL SHARE	SAUSD Projected portion 2017/2018
<u>Discounts on Products</u>								1,340	
<b>TOTAL SUPPLIES</b>					<b>90,627</b>	<b>90,627</b>	<b>-</b>	<b>1,340</b>	<b>-</b>
<b>f. Contractual</b>									
Equipment Leases, copiers									
Broadway	\$581.04/mo. x 12 mos.		6,972						
Center Street	\$70/mo. x 12 mos.		840						
Edison	\$211.68/mo. x 12 mos.		2,540						
Jackson	\$211.68/mo. x 12 mos.		2,540						
Kennedy	\$211.68/mo. x 12 mos.		2,540						
Mitchell	\$369.36/mo. x 12 mos.		4,432						
Monte Vista	\$211.68/mo. x 12 mos.		2,540						
Roosevelt	\$211.68/mo. x 12 mos.		2,540		24,946	24,946			
Child Plus annual subscription					8,397	8,397			
Mental Health Consultant	(\$70/hr. x 35.7 hrs./mo. x 10 mos.)				28,980	28,980			
Audiology Consultants					3,000	3,000			
Nutrition Consultant					10,000	10,000			
Classroom Consultant					3,000	3,000			
Field Trips	Entry Fees/Transportation				7,000	7,000			
<b>T &amp; TA</b>									
School Readiness Goals, Child Outcomes, DRDP-PS 2 Assessment, Pre-Kindergarten Standards	Provide staff with training in assessments of children using the DRDP-PS and aligning them with the new Kindergarten Standards. Send staff to local trainings for Pre-K Learning Foundations and hire West Ed to train staff on DRDP-PS				2,000		2,000		
Education- Skill Development and Goal# 3 School Readiness	High/Scope Trainer to support and mentor staff at sites to implement High/Scope Curriculum focus on literacy & math. Train new staff on High/Scope Curriculum. Offer for parents to attend training on High/Scope. Provide training on the CLASS				500		500		
Skill Development and Goal #3 School Readiness	Train staff on the - Focus-Language and Literacy blending and deleting words and syllables without the use of pictures; recognition of letters of the alphabet; Math-				500		500		
<b>Total Contracts</b>					<b>88,323</b>	<b>85,323</b>	<b>3,000</b>	<b>-</b>	<b>-</b>
<b>h. Other</b>									

**SANTA ANA UNIFIED SCHOOL DISTRICT**  
**HEAD START Grant Application**  
**BUDGET FOR PROGRAM YEAR 2017-2018**

					Total Projected Salaries, 2017/2018	HS BASIC 2017/2018	HS T&TA	NON-FEDERAL SHARE	SAUSD Projected portion 2017/2018
Finger Printing/Physicals for Licensing (Staff)					1,000	1,000			
DSS/CCL Fees					3,400	3,400			
Parent Activities									
Parent Activity Fund	\$5.30/child x 550			2,915					
Parent Activity, special activities, volunteer luncheon, etc.					2,000				
Baby Sitting/Parent Meetings					1,500				
Mileage Policy Committee Mtgs					1,000				
Policy & Ad Hoc Committee Meals/Snacks					1,000				
Center Committee Meals/Snacks, \$3.00/child					1,650				
Speakers, Parent Meetings								2,140	
Policy & Ad Hoc Committee Meetings (6 x 2 hrs. x 10 mos. X \$55.54)								6,665	
Center Committee meetings, business portions (4 mtgs x 14 people x 7 sites x 21.71 x .5 hr.)								4,255	
Printing Costs					4,000	4,000			
Training & Technical Assistance									
Performance Standards	Conduct Policy Committee orientation for new members.				200		200		
Performance Standards/ Head Start Act	Policy Committee Training.				200		200		
Performance Standards	Train staff on performance standards and program requirements.				1,000		1,000		
Performance Standards	Train staff on proper procedures, health and safety practices.				500		500		
Performance Standards	Training for classroom staff/parent working with children needing Special Education.				2,000		2,000		
Validation Visits and Fiscal Monitoring Performance Standards Super Circular	Training to improve fiscal policies and procedures to attend HS Fiscal Conference.				2,100		2,100		
Family & Community Engagement, Performance Standards	Provide training to staff on implementation of Family and Community Engagement Framework.				1,500		1,500		
Self Assessment	Self Assessment and Program Review.				500		500		
Self Assessment	Utilize Child Plus data system at each site to identify family needs track and monitor family services and ensure that family goals are followed in a timely manner.				1,800		1,800		
Required Annual CPR & First Aid Training	To ensure that all staff are current in Pediatric & Adult CPR and First Aid.				1,000		1,000		
Program Design & Management, SAPPPs	Update staff on laws, Head Start Act, Requirements for Education requirements from the Head Start Act, review performance standards in Program Design and Management and use SAPPP's to show integration of service areas.				200		200		





**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Adoption of Resolution No. 16/17-3175 – Designation of Applicant’s Agent Resolution for Non-State Agencies for Disaster Assistance

**ITEM:** Action

**SUBMITTED BY:** Tina Douglas, Assistant Superintendent, Business Services

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

**BACKGROUND INFORMATION:**

On March 16, 2017, President Donald Trump declared a major disaster making federal aid available to 16 counties for the late January 2017 storms. The District is eligible to receive financial assistance as reimbursement for costs related to repair, restoration or replacement of disaster-damaged facilities.

**ITEM SUMMARY:**

- Board resolution for Office of Emergency Services (OES) Incident No. 4305, in order for the District to apply for federal and state assistance for damage incurred due to the January 2017 storms.

**RATIONALE:**

The purpose of this agenda item is to seek Board adoption of Resolution No. 16/17-3175 authorizing the Designation of Applicant’s Agent Resolution for Non-State Agencies for Disaster Assistance, as required of all applicants, to be eligible to receive federal and state assistance for damages to District-wide facilities resulting from the January 18-19, 2017 storm event (Incident No. 4305).

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt Resolution No. 16/17-3175 authorizing the Designation of Applicant’s Agent Resolution for Non-State Agencies for Disaster Assistance.

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Education OF THE Santa Ana Unified School District  
(Governing Body) (Name of Applicant)

THAT Superintendent, OR  
(Title of Authorized Agent)

Deputy Superintendent, Administrative Services, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Santa Ana Unified School District, a public entity  
(Name of Applicant)  
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Santa Ana Unified School District, a public entity established under the laws of the State of California,  
(Name of Applicant)  
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

**Please check the appropriate box below:**

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_

Passed and approved this 28 day of March, 2017

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Cecilia Iglesias, duly appointed and Clerk of the Board of Education of  
(Name) (Title)  
Santa Ana Unified School District, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the Board of Education of the Santa Ana Unified School District  
(Governing Body) (Name of Applicant)

on the 28 day of March, 2017.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Authorization to Amend the Agreement with Orbach, Huff, Suarez & Henderson, LLP**

**ITEM:**                   **Action**

**SUBMITTED BY:** **Orin L. Williams, Assistant Superintendent Facilities and Governmental Relations**

**PREPARED BY:** **Orin L. Williams, Assistant Superintendent Facilities and Governmental Relations**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to amend the agreement with Orbach, Huff, Suarez & Henderson, LLP. On May 10, 2016, the Board approved the Orbach, Huff, Suarez & Henderson, LLP agreement in the amount of \$100,000. The original contract provides legal counsel regarding bid documents, protests, appeals, contracts, Public Contract Code compliance issues, and the like.

**ITEM SUMMARY:**

- Amend agreement for Orbach, Huff, Suarez & Henderson, LLP.
- Previous contract limits will be exceeded due to the increase in legal services.

**RATIONALE:**

The Santa Ana Unified School District (SAUSD), while in negotiations with the State of California to keep monies that were considered savings from the Overcrowding Relief Grant (ORG), required SAUSD to seek legal counsel from Orbach, Huff, Suarez & Henderson, LLP, exceeding the approved contract amount for the school year.

**LCAP Goal 3:10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

General Fund – Facilities Cell Leases: \$35,000

**RECOMMENDATION:**

Authorize staff to amend the agreement with Orbach, Huff, Suarez & Henderson, LLP, and increase the contract amount by \$35,000.

## **Amendment # 1**

**Contract between Orbach, Huff, Suarez & Henderson, LLP and Santa Ana Unified School District, original Board approval May 10, 2016, revised March 29, 2017.**

This **AMENDMENT** is hereby entered into between the **Santa Ana Unified School District**, hereinafter referred to as "**DISTRICT**" and **Orbach, Huff, Suarez & Henderson, LLP** 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 to amend the contract approved May 10, 2016 as follows:

1. **CONSULTANT**: Will provide legal counsel regarding bid documents, protests, appeals, contracts, Public Contract Code compliance issues, and the like. Services will be solicited on an "as-needed" basis with a "not to exceed estimate" approved before work commences.
2. **Term**. **CONSULTANT** shall commence providing services under this amended **AGREEMENT** on July 1, 2016 and will diligently perform as required and complete performance by June 30, 2017.
3. **Compensation**. **DISTRICT** agrees to pay the **CONSULTANT** for services satisfactorily rendered pursuant to this **AMENDED AGREEMENT** at total fee not to exceed \$135,000.

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

All other terms of the initial **AGREEMENT** shall remain unchanged.

This AMENDED AGREEMENT is entered into this 29<sup>th</sup> Day of March 2017.

DISTRICT:

By:

\_\_\_\_\_  
Signature

Tina Douglas

\_\_\_\_\_  
Printed Name

Assistant Superintendent, Business  
Services

\_\_\_\_\_  
Title

3/28/2017

\_\_\_\_\_  
Board Approval Date

CONSULTANT:

By:

  
\_\_\_\_\_  
Signature

Philip J. Henderson

\_\_\_\_\_  
Printed Name

Partner

\_\_\_\_\_  
Title

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:**                   **Approval of Change Order No. 1 for Bid Package No. 1 – Classroom Buildings at Valley High School**

**ITEM:**                   **Action**

**SUBMITTED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Change Order No. 1 for Bid Package No. 1 – Classroom Buildings at Valley High School. The change order is the scope of work provided on the attached construction change directive (CCD).

**RATIONALE:**

The change order is required as a result of poor soils conditions at the building location. Additional structural work is required in order to prepare the building foundation and ensure it is seismically safe. While this is an increase to the contract amount, this is not an increase to the total project cost. The project budget has contingency built into the overall budget for unforeseen circumstances such as this that arise during construction. The increase to the contract amount will come out of this budgeted project contingency amount.

**ITEM SUMMARY:**

- At its November 15, 2016 meeting, the Board awarded a contract for Bid Package No. 1 – Classroom Buildings at Valley High School for \$10,553,000.00
- This change order is for unforeseen underground earthwork and excavation.
- Change order amount not to exceed \$350,000.00.
- Contractor selection is in compliance with Board Policy 3311(a) - Bids and Public Contract Code Sections 22030-22045.

<b>Project</b>	<b>Bid Package</b>	<b>Original Contract Amount</b>	<b>Change Order Amount</b>	<b>Revised Total Contract Amount</b>	<b>Contractor</b>
Valley HS	Classroom Buildings	\$10,553,000.00	Not to exceed \$350,000.00	Not to exceed \$10,903,000.00	R.C. Construction
<b>TOTAL:</b>		<u>\$10,553,000.00</u>	<u>\$350,000.00</u>	\$10,903,000.00	

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

Change Order No. 1 not to exceed:	\$ 350,000.00
Original contract amount:	
Special Reserve Fund 40:	\$ 8,122,427.00
Capital Facilities Fund 25:	\$ 2,430,573.00
	<u>\$10,553,000.00</u>
Revised total contract amount:	\$10,903,000.00

**RECOMMENDATION:**

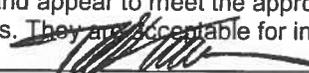
Approve Change Order No. 1 for Bid Package No. 1 – Classroom Buildings at Valley High School.

## APPLICATION FOR APPROVAL OF CONSTRUCTION CHANGE DOCUMENT - CCD CATEGORY A/B

This application is for construction changes, as defined in IR A-6, to approved contract documents. This form shall be completed by the Design Professional in General Responsible Charge of the project, in accordance with California Code of Regulations, Title 24, Part 1, Section 4-338 (c) and in compliance with DSA IR A-6.

School District/Owner: Santa Ana Unified School District	DSA File #: 30 - H10
Project Name/School: Valley High School Classroom Buildings	DSA App. #: 04 - 114876

APPLICANT		
CCD Cat. <input checked="" type="checkbox"/> A / <input type="checkbox"/> B, #01	Date Submitted: 03/01/17	Attached Pages?: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (2 pages)
For CCD Cat. B, this is a <input type="checkbox"/> voluntary submittal, <input type="checkbox"/> DSA required submittal (attach DSA notification requiring submission).		
Firm Name: pjhm Architects, Inc.	Contact Name: Ahmad Mohseni	
Email: ahmad@pjhm.com	Phone Number: (949) 496-6191	
Address: 24461 Ridge Route Dr. #100		
City: Laguna Hills	State: CA	Zip: 92653
<input type="checkbox"/> A DSA 301-N, DSA 301-P, or 90-Day Letter has been issued for this project.		
<input checked="" type="checkbox"/> For project currently under construction.		
<input type="checkbox"/> To obtain DSA approval of existing uncertified building(s).		

DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE	
Name of Design Professional in General Responsible Charge: Thomas Kruse	
Professional License #: C15585	Discipline: Architectural
<b>Design Professional in General Responsible Charge Statement:</b> The attached Construction Change Documents have been examined by me for design intent and appear to meet the appropriate requirements of Title 24, California Code of Regulations and the project specifications. They are acceptable for incorporation into the construction of the project.	
<b>Signature:</b> 	
DESIGN PROFESSIONAL IN GENERAL RESPONSIBLE CHARGE	

<b>CHECK THIS BOX:</b> <input checked="" type="checkbox"/> To confirm that all CCD drawings and, when applicable, first sheet or index of calculations and specifications have been stamped and signed by the Responsible Design Professional listed on DSA 1 for this this project.
Brief description of construction change (attach additional sheets if needed): Geotechnical recommendations to stabilize the bottom of the excavation that contains nuisance water.
List of DSA approved drawings affected by this CCD:

DSA USE ONLY	For business office use only	DSA Stamp
SSS <u>CN</u> Date <u>03.06.17</u> <input checked="" type="radio"/> Approved / <input type="radio"/> Disapproved / <input type="radio"/> Not Req'd FLS -- Date -- <input type="radio"/> Approved / <input checked="" type="radio"/> Disapproved / <input type="radio"/> Not Req'd ACS -- Date -- <input type="radio"/> Approved / <input checked="" type="radio"/> Disapproved / <input type="radio"/> Not Req'd Remarks _____	Date Sent <u>03.06.17</u> Return By <u>AH</u> Delivery Method <u>BOX</u>	<b>APPROVED</b> DIVISION OF THE STATE ARCHITECT ACS -- FLS -- SSR <u>CN</u> A# 04- <b>114876</b> DATE: <b>03.06.17</b>

# construction change

CONSTRUCTION CHANGE DOCUMENT NO: 01 revised

DATE: 3/1/2017

TO: Rich Negley  
R.C. Construction Services, Inc.  
2223 N. Locust Ave.  
Rialto, CA 92377

RE: Valley High School Classroom Buildings  
Santa Ana Unified School District  
DSA A# 04-114876 / File 30-H10

DISCIPLINE: GEOTECHNICAL

DESCRIPTION: Based on the conditions observed in the field, geotechnical engineer recommends the following to stabilize the bottom of the excavation that contains nuisance water:

1. Place crushed 3-inch minus rock (particle sizes ranging from approximately 1.5 to 3 inches) at bottom of excavation and roll in the rock with track-mounted equipment until top of rock is just above water level.
2. Place additional crushed 3-inch minus rock on top of fabric until pumping of subgrade is mitigated. Based on experience, the thickness of this rock layer will be approximately 1 to 2 feet thick. Pumping of this layer needs to be mitigated as the next layer of CMB will be required to reach 95% compaction.
3. Once pumping is mitigated, wrap the sides and top of the rock layer with non-woven fabric to completely seal off rock layer from surrounding soil.
4. Place 1 foot of CMB material and compact to 95% - 6-inch-thick lifts are recommended in order to achieve 95% compaction. However, geotechnical engineer will work with the contractor to determine the most efficient lift thickness based on equipment used.
5. Place geogrid layer on top of the 1-foot-thick CMB layer (Tensar BX1200 or Triax TX5).
6. Place second 1-foot-thick layer of CMB on top of geogrid and compact to 95% (lift thickness to be determined based on equipment used).
7. Bring up remainder of fill using the sandy on-site material - the wet clay should be discarded and not used as fill. 92% compaction is required for materials below 5 feet from finish rough grade, and 90% is required for upper 5 feet per the project geotechnical report.

Geotechnical engineer understands that a test section will be attempted prior to full implementation of this approach, and will be on site to help evaluate the effectiveness of this approach and provide recommendations as needed. Contactor should have rock materials standing by prior to excavating to the 12-foot overex depth so that water intrusion is minimized during the

**APPROVED**

DIVISION OF THE STATE ARCHITECT

SAUSD.12.01

ACS -- FLS -- SSR **CN**

A# 04- **114876** DATE: **03.06.17**

*Reviewed and acceptable*



*3/1/17*

**pjhm·architects**

OC 24461 Ridge Route Drive #100 • Laguna Hills CA 92653 P 949-496-6191  
SD 804 Pier View Way #103 • Oceanside CA 92054 P 760-750-5527

PJHM.COM

# construction change

placement of the rock. Please notify geotechnical engineer directly regarding the proposed schedule of this work.

- Please note attached sheet(s).
- This information is intended to clarify plans or specifications.
- Submit quotations to job inspector for verification of quantities by signature.
- Submit fully itemized charges and/or credits, showing net totals.
- Verify there shall be no change in cost.
- This change order is effective now, pending formal change order approval.

FROM: Ahmad Mohseni, Architect  
Construction Administrator  
pjhm architects, Inc.

CC: David Woolsey, SAUSD  
Juan Cervera, pjhm  
Mo Nabi, IOR

*Reviewed and acceptable*

*3/1/17*



APPROVED  
DIVISION OF THE STATE ARCHITECT

ACS -- FLS -- SSR CN

A# 04- 114876 DATE: 03.06.17

**pjhm·architects**

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**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** **Board Policy (BP) 0410 – Nondiscrimination in District Programs and Activities (New: For Adoption)**

**ITEM:** **Action**

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

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

**BACKGROUND INFORMATION:**

The District does not currently have a Board Policy in place that provides guidelines in equal opportunities for all individuals in education. This Board Policy will provide equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

**ITEM SUMMARY:**

- Board Policy 0410 – Nondiscrimination in District Programs and Activities will provide equal opportunities and free from unlawful discrimination. This new Board Policy is presented to the Board for adoption.

**RATIONALE:**

The purpose of this agenda item is to present for adoption the new Board Policy (BP) 0410 – Nondiscrimination in District Programs and Activities. The first reading took place at the March 14, 2017, Board meeting and is now being presented to the Board for adoption.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt the new Board Policy (BP) 0410 – Nondiscrimination in District Programs and Activities.

 MAM:nr



# Santa Ana Unified School District

BOARD POLICY NO: 0410

SUBJECT: **Nondiscrimination In District Programs and Activities**

EFFECTIVE: 3/28/2017

CATEGORY: Philosophy

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resources Department

## **SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## **POLICY:**

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

- (cf. [1240](#) - Volunteer Assistance)
- (cf. [4030](#) - Nondiscrimination in Employment)
- (cf. [4032](#) - Reasonable Accommodation)
- (cf. [4033](#) - Lactation Accommodation)
- (cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)
- (cf. [4161.8/4261.8/4361.8](#) - Family Care and Medical Leave)
- (cf. [5131.2](#) - Bullying)
- (cf. [5145.3](#) - Nondiscrimination/Harassment)
- (cf. [5145.7](#) - Sexual Harassment)
- (cf. [5146](#) - Married/Pregnant/Parenting Students)
- (cf. [6145](#) - Extracurricular and Cocurricular Activities)
- (cf. [6145.2](#) - Athletic Competition)
- (cf. [6164.4](#) - Identification and Evaluation of Individuals for Special Education)
- (cf. [6164.6](#) - Identification and Education Under Section 504)
- (cf. [6178](#) - Career Technical Education)
- (cf. [6200](#) - Adult Education)

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

- (cf. [1330](#) - Use of Facilities)



# Santa Ana Unified School District

BOARD POLICY NO: 0410

SUBJECT: **Nondiscrimination In District Programs and Activities**

EFFECTIVE: 3/28/2017

CATEGORY: Philosophy

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resources Department

All allegations of unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

(cf. [1312.3](#) - Uniform Complaint Procedures)

Pursuant to 34 CFR [104.8](#) and 34 CFR [106.9](#), the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups and, as applicable, to the public. As appropriate, such notification shall be posted in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on the district's web site and, when available, district-supported social media.

(cf. [1113](#) - District and School Web Sites)

(cf. [1114](#) - District-Sponsored Social Media)

(cf. [4112.9/4212.9/4312.9](#) - Employee Notifications)

(cf. [5145.6](#) - Parental Notifications)

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

## Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

(cf. [6163.2](#) - Animals at School)

(cf. [7110](#) - Facilities Master Plan)

(cf. [7111](#) - Evaluating Existing Buildings)



# Santa Ana Unified School District

BOARD POLICY NO: 0410

SUBJECT: **Nondiscrimination In District Programs and Activities**

EFFECTIVE: 3/28/2017

CATEGORY: Philosophy

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resources Department

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school web sites, notetakers, written materials, taped text, and Braille or large print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

(cf. [6020](#) - Parent Involvement)

(cf. [9320](#) - Meetings and Notices)

(cf. [9322](#) - Agenda/Meeting Materials)

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws is hereby designated as the district's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Associate Superintendent, Human Resources

(title or position)

1601 E. Chestnut Avenue, Santa Ana, CA 92701

(address)

(714) 558-5860

(telephone number)

## **Legal Reference:**

### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination

[48985](#) Notices to parents in language other than English

[51007](#) Legislative intent: state policy

### GOVERNMENT CODE

[11000](#) Definitions

[11135](#) Nondiscrimination in programs or activities funded by state

[11138](#) Rules and regulations

[12900-12996](#) Fair Employment and Housing Act

[54953.2](#) Brown Act compliance with Americans with Disabilities Act



# Santa Ana Unified School District

BOARD POLICY NO: 0410

SUBJECT: **Nondiscrimination In District Programs and Activities**

EFFECTIVE: 3/28/2017

CATEGORY: Philosophy

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resources Department

## PENAL CODE

[422.55](#) Definition of hate crime

[422.6](#) Interference with constitutional right or privilege

## CODE OF REGULATIONS, TITLE 5

[4600-4687](#) Uniform complaint procedures

[4900-4965](#) Nondiscrimination in elementary and secondary education programs

## UNITED STATES CODE, TITLE 20

[1400-1482](#) Individuals with Disabilities in Education Act

[1681-1688](#) Discrimination based on sex or blindness, Title IX

[2301-2415](#) Carl D. Perkins Vocational and Applied Technology Act

[6311](#) State plans

[6312](#) Local education agency plans

## UNITED STATES CODE, TITLE 29

[794](#) Section 504 of the Rehabilitation Act of 1973

## UNITED STATES CODE, TITLE 42

[2000d-2000d-7](#) Title VI, Civil Rights Act of 1964

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

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

## CODE OF FEDERAL REGULATIONS, TITLE 28

[35.101-35.190](#) Americans with Disabilities Act

[36.303](#) Auxiliary aids and services

## CODE OF FEDERAL REGULATIONS, TITLE 34

[100.1-100.13](#) Nondiscrimination in federal programs, effectuating Title VI

[104.1-104.39](#) Section 504 of the Rehabilitation Act of 1973

[106.1-106.61](#) Discrimination on the basis of sex, effectuating Title IX, especially:

[106.9](#) Dissemination of policy



# Santa Ana Unified School District

BOARD POLICY NO: 0410

SUBJECT: **Nondiscrimination In District Programs and Activities**

EFFECTIVE: 3/28/2017

CATEGORY: Philosophy

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resources Department

## **Management Resources:**

### CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

### CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment

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

Dear Colleague Letter: Transgender Students, May 2016

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter: Harassment and Bullying, October 2010

Dear Colleague Letter: Electronic Book Readers, June 29, 2010

Notice of Non-Discrimination, January 1999

Protecting Students from Harassment and Hate Crime, January 1999

Nondiscrimination in Employment Practices in Education, August 1991

### U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

2010 ADA Standards for Accessible Design, September 2010

Accessibility of State and Local Government Websites to People with Disabilities, June 2003

### WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

## **Web Sites:**

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

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

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov/>

Safe Schools Coalition: <http://www.casafeschools.org/>

Pacific ADA Center: <http://www.adapacific.org/>

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

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov/>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov/>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

## **DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 3514.2 – Integrated Pest Management (New: For Adoption)

**ITEM:** Action

**SUBMITTED BY:** Orin L. Williams, Assistant Superintendent, Facilities and Governmental Relations

**PREPARED BY:** John Wysocki, Director, Building Services

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to present to the Board for adoption Board Policy (BP) 3514.2 – Integrated Pest Management.

**ITEM SUMMARY:**

- Board Policy (BP) 3514.2 revised for adoption.

**RATIONALE:**

The updated policy contains revisions from the California School Board Associations model policy. The revisions reflect changes to Integrated Pest Management designations as well as other adjustments. The first reading took place at the March 14, 2017, Board Meeting and is now being presented to the Board for adoption.

**LCAP Goal 3.3:** Establish processes that support maintaining current facilities (school safety and maintenance).

**LCAP Goal 3.4:** Support school and district operations to create welcoming and productive school environments.

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No impact to General Fund.

**RECOMMENDATION:**

Adopt the revised Board Policy (BP) 3511.1 – Integrated Pest Management.

OW:JW:rb



# Santa Ana Unified School District

BOARD POLICY NO: 3514.2

SUBJECT: Integrated Pest Management

CATEGORY: Business and Non-Instructional Operations

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Facilities and Governmental Regulations

REVIEWED: 03/14/2017

## SCOPE:

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an integrated pest management (IPM) program that incorporates effective, least toxic pest management practices. The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR)

## POLICY:

The Superintendent or designee shall designate a staff person to develop, implement, and coordinate an IPM program that incorporates effective, least toxic pest management practices. The district's program shall include all current State and Federal laws and guidelines. Strategies shall include, but are not limited to:

1. Carefully monitoring and identifying the pest population levels and identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.
2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazard that would indicate corrective action should be taken.
3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.
4. Selecting nonchemical pest management methods over chemical methods whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least hazard to people and the environment.
5. Ensuring that persons applying pesticides follow label precautions and are trained in the principles and practices of IPM. (cf. 4231 - Staff Development)
6. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall be stored and disposed of in accordance with state regulations and label directions registered with the U.S. Environmental Protection Agency (EPA) as well as any disposal requirements indicated on the product label. (cf. 3514.1 - Hazardous Substances)

## DESIRED OUTCOME:

Integrated Pest Management (IPM) means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. (Food and Agricultural Code 13181)



# Santa Ana Unified School District

BOARD POLICY NO: 3514.2

SUBJECT: Integrated Pest Management

CATEGORY: Business and Non-Instructional Operations

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Facilities and Governmental Regulations

REVIEWED: 03/14/2017

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### **District Policies and Procedures:**

- (cf. 3514 - Environmental Safety)
- (cf. 3514.1 - Hazardous Substances)
- (cf. 3580 - District Records)

### **Legal Reference:**

#### **Education Code**

- 17610.1 AB 405 (Ch. 566, Statutes of 2005)
- 17611 17366 Legislative intent (fitness of buildings for occupancy)
- 17608, 17613 Healthy Schools Act of 2000
- 48980 Notice at beginning of term
- 48980.3 Notification of pesticides

#### **Food and Agricultural Code**

- 11401-12408 Pest control operations and agricultural chemicals
- 13180-13188 Healthy Schools Act of 2000

#### **Government Code**

- 3543.2 cope of representation; right to negotiate safety conditions
- 6250-6270 California Public Records Act

#### **Code of Regulations, Title 8**

- 340-340.2 Employer's obligation to provide safety information

#### **United States Code, Title 7**

- 136-136y Insecticide, Fungicide and Rodenticide Act
- Management Resources:

#### **California Department of Pesticide Regulation Publications**

California School IPM Model Program Guidebook

#### **U.S. Environmental Protection Agency**

- Protecting Children in Schools from Pests and Pesticides, 2002
- Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

#### **Web Sites:**

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

California Department of Pesticide Regulation, School IPM: <http://www.cdpr.ca.gov/schoolipm>

U.S. Environmental Protection Agency, Integrated Pest Management at Schools:

<http://www.epa.gov/pesticides/ipm>

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 3544 – District-Owned Vehicles (New: For Adoption)

**ITEM:** Action

**SUBMITTED BY:** Tina Douglas, Assistant Superintendent, Business Services

**PREPARED BY:** Shelley Humphrey, Manager, Transportation

**BACKGROUND INFORMATION:**

The District does not currently have a Board Policy in place that establishes procedures for the use of District-Owned Vehicles and addresses IRS regulations concerning the use of district-owned vehicles.

**ITEM SUMMARY:**

- Board Policy 3544 – District-Owned Vehicles new for adoption.

**RATIONALE:**

The purpose of this agenda item is to present for adoption a new Board Policy (BP) 3544 – District-Owned Vehicles. The first reading took place at the March 14, 2017, Board meeting and is now being presented to the Board for adoption.

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt the new Board Policy 3544 – District-Owned Vehicles.



# Santa Ana Unified School District

BOARD POLICY NO: 3544

SUBJECT: District Owned Vehicles

CATEGORY: Business and Non-Instructional Operations

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Transportation

REVIEWED: 03/14/17

## SCOPE:

The Superintendent or designee may assign vehicles to certain employees, either solely for the use during normal working hours or as a conditional use vehicle to transport students or employees to authorized locations, consistent with the standards as provided. District-owned vehicles shall be exclusively used to conduct official school district business for purposes such as attending personal business, social engagements, going to lunch or unapproved commuting is strictly prohibited. The use of fleet vehicles is a privilege, not a right. Any use of the take home vehicle other than driving between the employees' residence and approved work center is prohibited. Unauthorized use of a District vehicle will be handled through employee discipline up to and including dismissal.

## POLICY:

### **District Owned Vehicles:**

The following represents the Santa Ana Unified School District (SAUSD) Board Policy regarding the use of District owned vehicles.

### **Definition of District (SAUSD) Vehicles:**

A District vehicle is defined as a motorized device for land, purchased, owned, leased, or rented by the District, including and not limited to automobiles, trucks, equipment, golf carts, utility carts, tractors, lawn mowers, etc.

### **Motorcycles & Bicycles:**

Motorcycles and bicycles shall not be used in carrying out District business except for police motorcycles and District Safety Officer bikes. Bicycles that are used solely on campus are contingent upon completion of P.O.S.T Certification Training provided by the SAUSD School Police Department. Use of a helmet is mandatory.

### **Definition of Authorized District (SAUSD) Employees:**

“*Authorized District Employees*” are defined as those persons who are employed full time, part time, or employees whom are recognized on Santa Ana Unified School Districts payroll, and must meet all of the District driving requirements. Drivers must have an acceptable driving record, clean from any gross vehicle violations or two point violations based on the DMV point system. Example: (DUI's in a 10-year period)

Persons who are not District employees, are not authorized to drive any District vehicle.

Permanent District employees who are authorized to drive a District vehicle for daily work, must familiarize themselves with and adhere to District policies, procedures, and responsibilities regarding the appropriate use of District-owned vehicles.



# Santa Ana Unified School District

BOARD POLICY NO: 3544

SUBJECT: District Owned Vehicles

CATEGORY: Business and Non-Instructional Operations

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Transportation

REVIEWED: 03/14/17

Authorized employees may only use District-owned vehicles for official business and work related activities. Cars, vans, and trucks used to transport employees or students on District business may not be taken home.

No unauthorized passengers or pets.

## **Employees Assigned a Take Home Vehicle Fringe Benefit:**

Employees assigned a take home vehicle may only use those vehicles for commuting to and from work. The Internal Revenue Service (IRS) considers personal use of an employer's vehicle, including commuting to and from work, and fuel for commuting, a taxable fringe benefit. The IRS requires the provider of these fringe benefits (SAUSD) to report the value of the fringe benefits as additional compensation on form W-2. All travel logs must be completed daily.

## **Pre Employment/ Post Accident Drug and Alcohol Testing:**

The District's testing program for drivers shall include pre-employment drug testing and reasonable suspicion, post-accident, return-to-duty, and follow-up drug and alcohol testing of drivers. (49 USC 31306; 49 CFR [382.301-382.311](#))

## **Safety, and Driving Requirements:**

Every driver shall be familiar with and observe all State of California Vehicle Codes, and local traffic laws and ordinances, including traffic control signals, posted speed limits, parking restrictions, and other laws covering the operation of any motor vehicle. Seat belts must be worn at all times, and cell phones cannot be used when the vehicle is in motion.

Drivers must keep their Driving Record in good standing or they can lose their driving privileges, and be subjected to disciplinary action up to and including termination. See District Driving Requirements and Guidelines.

## **DESIRED OUTCOME:**

Safety of the students and employees shall be the prime factor in the establishment of any policy and procedure.



# Santa Ana Unified School District

BOARD POLICY NO: 3544

SUBJECT: District Owned Vehicles

CATEGORY: Business and Non-Instructional Operations

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Transportation

REVIEWED: 03/14/17

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### **District Policies and Procedures:**

- BP 4218 – Dismissal/Suspension/Disciplinary Action
- BP 4020 – Drug and Alcohol Free Workplace
- BP 4112.41 – Drug and Alcohol Testing for Safety Sensitive Positions
- BP 4112.42 – Drug and Alcohol Testing for Commercial Drivers
- BP 3544.2 – Driving Qualifications/Point System
- BP 3544.1 – Vehicle Accident and Occurrence

- AR 4218 – Dismissal/Suspension/Disciplinary Action
- AR 4112.41 – Drug and Alcohol Testing for Safety Sensitive Positions
- AR 4112.42 – Drug and Alcohol Testing for Commercial Drivers

### **Legal Reference:**

#### **Education Code:**

- 35160 Authority of Governing Boards
- 38000 Transportation

#### **Government Code:**

- 8355 Drug-Free Workplace; Employee Notification

#### **Vehicle Code:**

- 13376 Driver Certificates; Revocation or Suspension
- 34500-34520.5 Safety Regulations

#### **Code of Regulations, Title 13:**

- 1200-1293 Motor Carrier Safety, especially:
- 1213.1 Placing drivers out-of-service

#### **United States Code, Title 41:**

- 8101-8106 Drug-Free Workplace Act

#### **United States Code, Title 49:**

- 31306 Alcohol and Drug Testing

#### **Code of Federal Regulations, Title 21:**

- 1308.11-1308.15 Controlled Substances

#### **Code of Federal Regulations, Title 49:**

- 40.1-40.413 Procedures for Transportation Workplace Drug and Alcohol Testing Programs
- 382.101-382.605 Drug and Alcohol use and Testing; Especially:
- 382.205 On-duty use
- 382.207 Pre-duty use
- 382.209 Use Following an Accident

Adopted: 3-17

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 4030 – Nondiscrimination in Employment  
 (Revised: For Adoption)

**ITEM:** Action

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

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

**BACKGROUND INFORMATION:**

The updated policy contains revisions from the California School Board Association. The revisions reflect new mandates to keep policies up to date and fully compliant. The last revision occurred in March 2005. The revisions will provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.

**ITEM SUMMARY:**

- Board Policy 4030 – Nondiscrimination in Employment revisions to align with current recommendations from the California School Board Association. This policy will assure individuals equal employment opportunities and freedom from harassment, intimidation, reprisal, and retribution for asserting their employment rights.

**RATIONALE:**

The purpose of this agenda item is to present for adoption a revised Board Policy (BP) 4030 – Nondiscrimination in Employment. The first reading took place at the March 14, 2017, Board meeting and is now being presented to the Board for adoption.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt the revised Board Policy (BP) 4030 – Nondiscrimination in Employment.



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## **SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## **POLICY:**

The Governing Board is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.

(cf. [1240](#) - Volunteer Assistance)

(cf. [4111/4211/4311](#) - Recruitment and Selection)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation or his/her association with a person or group with one or more of these actual or perceived characteristics.

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

Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment.
2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training.

(cf. [4151/4251/4351](#) - Employee Compensation)

(cf. [4154/4254/4354](#) - Health and Welfare Benefits)

3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code [12940](#) or 2 CCR [11006](#)-11086, such as:

a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status

(cf. [4033](#) - Lactation Accommodation)

(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)

b. Religious creed discrimination based on an employee's religious belief or observance, including his/her religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement

c. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

(cf. [4119.41/4219.41/4319.41](#) - Employees with Infectious Disease)

d. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition

(cf. [4032](#) - Reasonable Accommodation)

The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code [12940](#))

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 – Dismissal/Suspension/Disciplinary Action)

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

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who reports such incidents from retaliation.

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy. He/she shall provide training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

In addition, the Superintendent or designee shall post, in a conspicuous place on district premises, the California Department of Fair Employment and Housing publication on workplace discrimination and harassment issued pursuant to 2 CCR [11013](#).

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

Associate Superintendent, Human Resource  
1601 E. Chestnut, Santa Ana, CA 92701  
(714) 558-5860

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### **Legal Reference:**

#### EDUCATION CODE

200-262.4 Prohibition of discrimination

#### CIVIL CODE

51.7 Freedom from violence or intimidation

#### GOVERNMENT CODE

11135 Unlawful discrimination

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

#### PENAL CODE

422.56 Definitions, hate crimes



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## CODE OF REGULATIONS, TITLE 2

11006-11086	Discrimination in employment
11013	Recordkeeping
11019	Terms, conditions and privileges of employment
11023	Harassment and discrimination prevention and correction
11024	Sexual harassment training and education

## CODE OF REGULATIONS, TITLE 5

4900-4965	Nondiscrimination in elementary and secondary education programs receiving state financial assistance
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## UNITED STATES CODE, TITLE 20

1681-1688	Title IX of the Education Amendments of 1972
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## UNITED STATES CODE, TITLE 29

621-634	Age Discrimination in Employment Act
794	Section 504 of the Rehabilitation Act of 1973

## UNITED STATES CODE, TITLE 42

2000d-2000d-7	Title VI, Civil Rights Act of 1964, as amended
2000e-2000e-17	Title VII, Civil Rights Act of 1964 as amended
2000ff-2000ff-11	Genetic Information Nondiscrimination Act of 2008
2000h-2-2000h-6	Title IX of the Civil Rights Act of 1964
6101-6107	Age discrimination in federally assisted programs
12101-12213	Americans with Disabilities Act

## CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190	American with Disabilities Act
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## CODE OF FEDERAL REGULATIONS, TITLE 34

100.6	Compliance information
104.7	Designation of responsible employee for Section 504
104.8	Notice
106.8	Designation of responsible employee and adoption of grievance procedures
106.9	Dissemination of policy

## COURT DECISIONS:

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863  
Shepard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

## Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment, December 2014



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

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

Notice of Non-Discrimination, August 2010

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Questions and Answers: Religious Discrimination in the Workplace, 2008

New Compliance Manual Section 15: Race and Color Discrimination, April 2006

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov/>

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

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov/>

## **DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: Nondiscrimination in Employment

CATEGORY: Personnel

EFFECTIVE:

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## SCOPE:

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## POLICY:

~~The Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender or sexual orientation at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy. (cf. 4031 - Complaints Concerning Discrimination in Employment) (cf. 4032 - Reasonable Accommodation) (cf. 4119.11/4219.11/4319.11 - Sexual Harassment) (cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)~~

**The Governing Board is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.**

(cf. [1240](#) - Volunteer Assistance)

(cf. [4111/4211/4311](#) - Recruitment and Selection)

**No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation or his/her association with a person or group with one or more of these actual or perceived characteristics.**

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

**Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:**

**1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment**

**2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training**

(cf. [4151/4251/4351](#) - Employee Compensation)

(cf. [4154/4254/4354](#) - Health and Welfare Benefits)



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: Nondiscrimination in Employment

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment

4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code [12940](#) or 2 CCR [11006-11086](#), such as:

a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status

(cf. [4033](#) - Lactation Accommodation)

(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)

b. Religious creed discrimination based on an employee's religious belief or observance, including his/her religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement.

c. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

(cf. [4119.41/4219.41/4319.41](#) - Employees with Infectious Disease)

d. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition

(cf. [4032](#) - Reasonable Accommodation)

The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code [12940](#))



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**

CATEGORY: Personnel

EFFECTIVE:

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

**Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.**

Any district employee who engages or participates in **prohibited** unlawful discrimination, **harassment, or retaliation or** who aids, abets, incites, compels or coerces another to discriminate **engage or attempt to engage in such behavior** is in violation of this policy and is **shall be** subject to disciplinary action, up to and including dismissal.

(cf. 4117.4 - Dismissal)

(cf. 4118 - **Dismissal**/Suspension/Disciplinary Action)

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

Any district **supervisory or management** employee who observes or has knowledge of an incident of unlawful **prohibited** discrimination or harassment shall report the incident to the ~~principal, district administrator or Superintendent~~ **or designated district coordinator** as soon as practical after the incident. ~~Failure of a district employee to report discrimination or harassment may result in disciplinary action.~~ **All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who reports such incidents from retaliation.**

The Superintendent or designee shall ~~regularly publicize, within the district and in the community~~ **use all appropriate means to reinforce** the district's nondiscrimination policy, ~~and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6)~~ **He/she shall provide training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.**

**In addition, the Superintendent or designee shall post, in a conspicuous place on district premises, the California Department of Fair Employment and Housing publication on workplace discrimination and harassment issued pursuant to 2 CCR [11013](#).**

~~The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)~~

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

Associate Superintendent, Human Resource  
1601 E. Chestnut, Santa Ana, CA 92701  
(714) 558-5860



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: Nondiscrimination in Employment

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## Other Remedies

An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:

1. To file a valid complaint with D-EH, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960. (Government Code 12960)
2. To file a valid complaint directly with EEOC, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by D-EH, whichever is earlier. (42 USC 2000e-5)

Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### Legal Reference:

#### **EDUCATION CODE**

**200-262.4 Prohibition of discrimination**

#### CIVIL CODE

51.7 Freedom from violence or intimidation

#### GOVERNMENT CODE

11135 Unlawful discrimination

**11138 Rules and regulations**

12900-12996 Fair Employment and Housing Act

#### PENAL CODE

422.756 Definitions, hate crimes

#### LABOR CODE

#### CODE OF REGULATIONS, TITLE 2

**11006-11086 Discrimination in employment**

**11013 Recordkeeping**

7287.6 **11019** Terms, conditions and privileges of employment

**11023 Harassment and discrimination prevention and correction**

**11024 Sexual harassment training and education**

#### CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: **Nondiscrimination in Employment**  
CATEGORY: Personnel  
RESPONSIBLE OFFICE(S): Human Resource Department

EFFECTIVE:  
REVIEWED: 3/14/2017

## UNITED STATES CODE, TITLE 20

1681-1688 ~~Discrimination based on sex or blindness, Title IX~~ **Title IX of the Education Amendments of 1972**

## UNITED STATES CODE, TITLE 29

**621-634** **Age Discrimination in Employment Act**

794 Section 504 of the Rehabilitation Act of 1973

## UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, **as amended**

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

**2000ff-2000ff-11** **Genetic Information Nondiscrimination Act of 2008**

2000h-2-2000h-6 ~~Title IX 1972 Education Act Amendments~~ **of the Civil Rights Act of 1964**

**6101-6107** **Age discrimination in federally assisted programs**

12101-12213 Americans with Disabilities Act

## CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 American with Disabilities Act

## CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

**104.7** **Designation of responsible employee for Section 504**

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

## **COURT DECISIONS:**

**Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863**

**Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837**

## **Management Resources:**

## **CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS**

**California Law Prohibits Workplace Discrimination and Harassment, December 2014**

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

**Notice of Non-Discrimination, August 2010**



# Santa Ana Unified School District

BOARD POLICY NO: 4030

SUBJECT: Nondiscrimination in Employment

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

**Questions and Answers: Religious Discrimination in the Workplace, 2008**

**New Compliance Manual Section 15: Race and Color Discrimination, April 2006**

**Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999**

## WEB SITES:

**California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov/>**

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

**U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov/>**

## DESIRED OUTCOME:

Through this policy, the District shall comply with applicable State and federal laws.

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 4119.11/4219.11/4319.11 – Sexual Harassment  
 (Revised: For Adoption)

**ITEM:** Action

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

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

**BACKGROUND INFORMATION:**

The updated policy contains revisions from the California School Board Association. The revisions reflect new mandates to keep policies up to date and fully compliant. The last revision occurred in March 2002. This Board Policy prohibits sexual harassment of district employees and prohibits retaliatory behavior or action against district employees or other persons who complain, testify, or otherwise participate in the complaint process established pursuant to this policy. This policy applies to all district employees and, when applicable, to interns, volunteers, and job applicants.

**ITEM SUMMARY:**

- Board Policy 4119.11/4219.11/4319.11 – Sexual Harassment revisions to align with current recommendations from the California School Board Association. This policy prohibits sexual harassment of district employees and, when applicable, to interns, volunteers, and job applicants.

**RATIONALE:**

The purpose of this agenda item is to present for adoption a revised Board Policy (BP) – 4119.11/4219.11/4319.11 – Sexual Harassment. The first reading took place at the March 14, 2017, Board meeting and is now being presented to the Board for adoption.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt the revised Board Policy (BP) 4119.11/4219.11/4319.11 – Sexual Harassment.



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: **Sexual Harassment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## **SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## **POLICY:**

The Governing Board prohibits sexual harassment of district employees. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and accompanying administrative regulation.

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

(cf. [4030](#) - Nondiscrimination in Employment)

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation.
2. Publicizing and disseminating the district's sexual harassment policy to staff  
(cf. [4112.9/4212.9/4312.9](#) - Employee Notifications)
3. Ensuring prompt, thorough, and fair investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (2 CCR [11023](#))

Any district employee who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee, shall immediately report the incident contact his/her supervisor, the principal, district administrator, or the Superintendent.

A supervisor, principal, or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.

Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: **Sexual Harassment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

Any district employee who engages or participates in sexual harassment, or who aids, abets, incites, compels, or coerces another to commit sexual harassment in violation of this policy and is subject to disciplinary action, up to and including dismissal.

(cf. [4118](#) - Dismissal/Suspension/Disciplinary Action)

(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)

## Legal Reference:

### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex

### GOVERNMENT CODE

[12900-12996](#) Fair Employment and Housing Act, especially:

[12940](#) Prohibited discrimination

[12950.1](#) Sexual harassment training

### LABOR CODE

[1101](#) Political activities of employees

[1102.1](#) Discrimination: sexual orientation

### CODE OF REGULATIONS, TITLE 2

[11009](#) Employment discrimination

[11021](#) Retaliation

[11023](#) Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

### CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

### UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

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

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

### CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

### COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Faragher v. City of Boca Raton, (1998) 118 S. Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S. Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S. Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S. Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: **Sexual Harassment**

EFFECTIVE: 3/28/2017

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## Management Resources:

### OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEY'S GENERAL

Protecting Students from Harassment and Hate Crime, January, 1999

### WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov/>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/index.html>

## **DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: Sexual Harassment

CATEGORY: Personnel

EFFECTIVE:

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## SCOPE:

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## POLICY:

The Governing Board prohibits sexual harassment of district employees, and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and accompanying the administrative regulation.

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

(cf. [4030](#) - Nondiscrimination in Employment)

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation and correction of sexual harassment, including but not limited to:

1. Providing periodic training to employees in accordance with law and administrative regulation all staff regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures in order to avoid harm. (cf. 4131 - Staff Development) (cf. 4231 - Staff Development) (cf. 4331 - Staff Development)
2. Publicizing and disseminating the district's sexual harassment policy to staff (cf. [4112.9/4212.9/4312.9](#) - Employee Notifications)
3. Ensuring prompt, thorough, and fair investigation of complaints
4. Taking timely and appropriate corrective/ remedial action(s), after completion of investigation. This which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

**All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or to take other subsequent necessary actions. (2 CCR [11023](#))**

Any district employee or job applicant who feels that he/she has been sexually harassed or who has knowledge of any incident of sexual harassment by or against another employee, a job applicant or a student, shall immediately report the incident contact his/her supervisor, the principal, other district administrator, or the Superintendent. or designee to obtain procedures for filing a complaint. Complaints of harassment shall be filed in accordance with AR 4031 - Complaints Concerning



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: Sexual Harassment

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

~~Discrimination in Employment. (cf. 4031 - Complaints Concerning Discrimination in Employment)~~

**A supervisor, principal, or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.**

**Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment.** An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

~~A supervisor, principal or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.~~

~~All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or take other subsequent necessary action. (5CCR 4964)~~

Any district employee who engages or participates in sexual harassment, or who aids, abets, incites, compels, or coerces another to commit sexual harassment ~~against a district employee, job applicant or student,~~ is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

(cf. [4118](#) - **Dismissal**/Suspension/Disciplinary Action)

(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex, ~~especially:~~

GOVERNMENT CODE

[12900-12996](#) Fair Employment and Housing Act, **especially:**

[12940](#) **Prohibited discrimination**

[12950.1](#) **Sexual harassment training**

LABOR CODE

[1101](#) Political activities of employees

[1102.1](#) Discrimination: sexual orientation



# Santa Ana Unified School District

BOARD POLICY NO: 4119.11/4219.11/4319.11

SUBJECT: Sexual Harassment

CATEGORY: Personnel

EFFECTIVE:

REVIEWED: 3/14/2017

RESPONSIBLE OFFICE(S): Human Resource Department

## CODE OF REGULATIONS, TITLE 2

**11009 Employment discrimination**

**11021 Retaliation**

**11023 Harassment and discrimination prevention and correction**

**11024 Sexual harassment training and education**

**11034 Terms, conditions, and privileges of employment**

## CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

## UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

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

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

## CODE OF FEDERAL REGULATIONS, TITLE 34

106.9 Dissemination of policy

## COURT DECISIONS

**Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026**

Faragher v. City of Boca Raton, (1998) 118 S. Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S. Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S. Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S. Ct. 998

Juarez V. Ameritech Mobile Systems, (N.C. Ill.) 746 F. Supp. 798

Dornhecker v. Malibu Grand Prix Corp., (5<sup>th</sup> Cir. 1987) 828 F. 2d. 307

Meritor Savings Bank, FSB v. Vinson et all., (1986) 447 U.S. 57

## Management Resources:

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEY'S GENERAL

Protecting Students from Harassment and Hate Crime, January, 1999

## WEB SITES

**California Department of Fair Employment and Housing:** <http://www.dfeh.ca.gov/>

**Equal Employment Opportunity Commission EEOC:** <http://www.eeoc.gov>

**OCR:** <http://www.ed.gov/officers/OCR>

**U.S. Department of Education, Office for Civil Rights:**

<http://www.ed.gov/about/offices/list/ocr/index.html>

## DESIRED OUTCOME:

Through this policy, the District shall comply with applicable State and federal laws.

Adopted: (10-96 8-97) 3/02

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 4154/4254/4354 – Employee Health & Welfare Benefits (New: For Adoption)

**ITEM:** Action

**SUBMITTED BY:** Tina Douglas, Assistant Superintendent, Business Services

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

**BACKGROUND INFORMATION:**

The District does not currently have a Board Policy in place that documents the eligibility rules regarding health benefits for the District's active employees, retirees and post employment.

**ITEM SUMMARY:**

- Board Policy 4154/4254/4354 – Employee Health & Welfare Benefits new for adoption.

**RATIONALE:**

The purpose of this agenda item is to present for adoption a new Board Policy (BP) 4154/4254/4354 – Employee Health & Welfare Benefits. The first reading took place at the March 14, 2017, Board meeting and is now being presented to the Board for adoption.

**LCAP Goal 3.10:** Support the enhancement of school climate through smooth operations and processes.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Adopt the new Board Policy 4154/4254/4354 – Employee Health & Welfare Benefits.



# Santa Ana Unified School District

BOARD POLICY NO: 4154/4254/4354

SUBJECT: Employee Health & Welfare Benefits

CATEGORY: Personnel

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Benefits

REVIEWED: 03/14/17

## **SCOPE:**

The Governing Board recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to eligible employees. The district shall provide health and welfare benefits for eligible employees in accordance with state and federal law and/or pursuant to negotiated employee agreements.

## **POLICY:**

Certificated and Classified Management/Supervisory/Confidential/Police Command employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for certificated employees. Contribution percentages will be negotiated. Superintendent and Cabinet Members will have the option to waive health benefits in lieu of the cash value of the District's contribution for medical and dental paid at the 2 party tier level.

Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board Policy and Administrative Regulation.

For purposes of granting benefits, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child.

## **Patient Protection and Affordable Care Act**

The Federal Patient Protection and Affordable Care Act requires the District to offer full-time equivalent employees and their dependents (not including spouses) the opportunity to enroll in an affordable district-sponsored group health plan or health insurance coverage that provides minimum "essential coverage," as defined in Health and Safety Code. In addition, the district must ensure that the employee's contribution toward the cost of the coverage does not exceed 9.5 percent of his/her household income; see the accompanying administrative regulation for further information about the calculation of the employee's contribution.

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees.

## **Continuation of Coverage**

The District shall offer continued health and dental care benefits for retired certificated employees and their spouses/domestic partners at the Retirees' expense.



# Santa Ana Unified School District

BOARD POLICY NO: 4154/4254/4354

SUBJECT: Employee Health & Welfare Benefits

CATEGORY: Personnel

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Benefits

REVIEWED: 03/14/17

## Other Post Employment Benefits

Pursuant to Governmental Accounting and Standards Board Statement 45, "other postemployment benefits" (OPEBs) (i.e., medical, dental, vision, hearing, life insurance, long-term care, long-term disability, and other non pension benefits for retired employees) must be reported by the district as a current expense over the working years of an employee. To the extent that OPEBs are not prefunded in a designated fund or irrevocable trust, they must be reported as a liability on the district's financial statements. Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Covered employees and their qualified beneficiaries who elect continuation coverage are required to pay all costs of the insurance plan(s). Any district contribution to retired employee health costs is a negotiable item.

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may receive continuation coverage by paying the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

## Confidentiality

The Health Insurance Portability and Accountability Act (HIPAA) specifies actions that a health plan, health care provider, or health care clearinghouse must take to protect the privacy of an individual's health information. Generally, entities covered by HIPAA may release or receive "protected health information" about an individual only if that individual gives permission or the Act expressly permits its release. It is the District's responsibility to maintain the confidentiality of medical information it receives.

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law or as requested as part of a criminal investigation.

## DESIRED OUTCOME:

Through this policy, the District shall establish procedures that documents the eligibility rules regarding health benefits for the District's active employees, retirees and post employment.



# Santa Ana Unified School District

BOARD POLICY NO: 4154/4254/4354

SUBJECT: Employee Health & Welfare Benefits

CATEGORY: Personnel

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Benefits

REVIEWED: 03/14/17

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### **District Policies and Procedures:**

BP 3100 – Budget

BP 3460 – Financial Reports and Accountability

BP 4112.6/4212.6/4312.6 – Records/All Personnel

BP 4140/4240 – Certificated and Classified Personnel/Bargaining Units/Organizations

BP 4151/4251/4351 – All Personnel/Salary Guides

BP 4300 – Management Supervisory Confidential Personnel/Management Supervisory Confidential Personnel

AR 3100 – Budget

AR 3460 – Financial Reports and Accountability

AR 4151 – Certificated Personnel/Salary Guidelines

AR 4251 – Classified Personnel/Salary Guidelines

AR 4351 – Management/Supervisory and Confidential Personnel/Salary Guides

Collective Bargaining Agreements between the Santa Ana Unified School District and the following recognized bargaining units:

- Santa Ana Educators Association
- California School Employees Association Chapter 41
- Santa Ana School Police Officers Association

### **Legal Reference:**

#### **Education Code:**

7000-7008	Health and welfare benefits, retired certificated employees
17566	Self-insurance fund
35208	Liability insurance
35214	Liability insurance (self-insurance)
44041-44042	Payroll deductions for collection of premiums
44986	Leave of absence, state disability benefits
45136	Benefits for classified employees

#### **Civil Code:**

56.10-56.16	Disclosure of information by medical providers
56.20-56.245	Use and disclosure of medical information by employers

#### **Family Code:**

297-297.5	Rights, protections and benefits under law; registered domestic partners
300	Definition of marriage



# Santa Ana Unified School District

BOARD POLICY NO: 4154/4254/4354

SUBJECT: Employee Health & Welfare Benefits

CATEGORY: Personnel

EFFECTIVE: 03/28/2017

RESPONSIBLE OFFICE(S): Business Services, Benefits

REVIEWED: 03/14/17

## Government Code:

12940 Discrimination in employment  
22750-22944 Public Employees' Medical and Hospital Care Act  
53200-53210 Group insurance

## Health and Safety Code:

1366.20-1366.29 Cal-COBRA program, health insurance  
1367.08 Disclosure of fees and commissions paid related to health care service plan  
1373 Health services plan, coverage for dependent children who are full-time students  
1373.621 Continuation coverage, age 60 or older after five years with district  
1374.58 Coverage for registered domestic partners, health service plans and health insurers

## Insurance Code:

10116.5 Continuation coverage, age 60 or older after five years with district  
10128.50-10128.59 Cal-COBRA program, disability insurance  
10277-10278 Group and individual health insurance, coverage for dependent children  
10604.5 Annual disclosure of fees and commissions paid  
12670-12692.5 Conversion coverage

## Labor Code:

2800.2 Notification of conversion and continuation coverage  
4856 Health benefits for spouse of peace officer killed in performance of duties

## Unemployment Insurance Code:

2613 Education program; notice of rights and benefits

## United States Code, Title 1:

7 Definition of marriage, spouse

## United States Code, Title 26:

105 Self-insured medical reimbursement plan; definition of highly compensated individual  
4980B COBRA continuation coverage  
4980H Penalty for noncompliance with employer-provided health care requirements  
5000A Minimum essential coverage  
6056 Report of health coverage provided to employees

The Federal Patient Protection and Affordable Care Act (PPACA) (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

Adopted: 3-17

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET  
March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 4313.2 – Promotion/Demotion/Reassignment  
(Revised: First Reading)

**ITEM:** Action

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

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

**BACKGROUND INFORMATION:**

The updated policy contains revisions from the California School Board Association. The revisions reflect new mandates to keep policies up to date and fully compliant. The last revision occurred in October 1996. These revisions may authorize the demotion or reassignment of any administrative or supervisory employee upon the recommendation of the Superintendent or designee and when such action is determined to be in the best interest of the district.

**ITEM SUMMARY:**

- Board Policy 4313.2 – Promotion/Demotion/Reassignment revisions to align with current recommendations from the California School Board Association. This policy authorizes the demotion or reassignment of administrative or supervisory employees when such action is determined to be in the best interest of the district.

**RATIONALE:**

The purpose of this agenda item is to present for first reading a revised Board Policy (BP) 4313.2 – Promotion/Demotion/Reassignment.

**FUNDING:**

No fiscal impact.

**RECOMMENDATION:**

Approve the first reading of the revised Board Policy (BP) 4313.2 – Promotion/Demotion/Reassignment.

  
MAM:nr



# Santa Ana Unified School District

BOARD POLICY NO: 4313.2

SUBJECT: ~~Promotions~~/Demotion/Reassignment

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/28/2017

RESPONSIBLE OFFICE(S): Human Resources Department

## SCOPE:

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## POLICY:

~~The Governing Board may promote, demote, and reassign management, supervisory and confidential employees when such action is determined to be in the best interest of the District. The Board shall consider the recommendation of the Superintendent or designee when making decisions related to promotion, demotion and reassignment.~~

**The Governing Board may authorize the demotion or reassignment of any administrative or supervisory employee upon the recommendation of the Superintendent or designee and when such action is determined to be in the best interest of the district. (cf. 0520.2 - Title I Program Improvement Schools) (cf. 0520.3 – Title I Program Improvement Districts) (cf. 4300 – Administrative and Supervisory Personnel) (cf. 4312 – Contracts) (cf. 4314 – Transfers)**

The Superintendent or designee shall ensure that the District complies with all applicable statutory deadlines and due process procedures **when an employee is to be demoted or reassigned.** (~~cf. 4317.3 Personnel Reduction~~)

~~A manager, supervisory or confidential personnel recommended for probation will be provided written enumeration of reasons for the recommendation. A certificated manager recommended for demotion will, upon written request, be provided with written reasons for such action. (cf. 4315 – Evaluation and Supervision)~~

~~Nothing in this Policy or its accompanying Regulations shall prohibit the Superintendent from taking immediate action to reassign a manager, supervisor or confidential employee temporarily when there is reason to believe that the employee's continued presence in the position would be detrimental to the individual and/or the welfare of the District and the pupils therein.~~

~~The Board of Education retains its authority to demote or terminate a manager supervisor or confidential employee when in its judgement such a demotion or termination is in the best interest of the District.~~

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### Legal Reference:

### EDUCATION CODE

35031	Senior management employee in the classified service: nonreelection
44660-44665	Evaluation and assessment of performance of certificated employees
44850.1	No tenure in administrative or supervisory positions



# Santa Ana Unified School District

BOARD POLICY NO: 4313.2

SUBJECT: **Promotions/Demotion/Reassignment**

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/28/2017

RESPONSIBLE OFFICE(S): Human Resources Department

- 44896 Transfer of administrator or supervisor to teaching position
- 44897 Classification of administrator or supervisor to a teaching position**
- 44951 Continuation in position unless notified (position requiring administrative or supervisory credential)
- 45101 Definitions (including disciplinary action, cause)
- 45113 Rules for classified service in districts not incorporating the merit system
- 52055.5 Meeting or exceeding growth requirements**
- 52055.57 Districts identified or at risk of identification for program improvement**

## COURT DECISIONS

Ellerbroek v. Saddleback Valley Unified School District, (1981) 177 Cal. Rptr. 910 **125 Cal. App 3d 348**

Hentschke v. Sink (1973) 34 Cal.App. 3d 19

Jefferson v. Compton Unified School District (1993) 14 Cal. App. 4th 32

**Schultz v. Regents of the University of California, (1984) 160 Cal. App. 3d 768**

**Skelly v. California Personnel Board, (1975) 15 Cal.3d 194**

## DESIRED OUTCOME:

Through this policy, the District shall comply with applicable State and federal laws.



# Santa Ana Unified School District

BOARD POLICY NO: 4313.2

SUBJECT: **Demotion/Reassignment**

EFFECTIVE:

CATEGORY: Personnel

REVIEWED: 3/28/2017

RESPONSIBLE OFFICE(S): Human Resources Department

## **SCOPE:**

The Board recognizes its primary responsibility is to comply with applicable State and federal laws.

## **POLICY:**

The Governing Board may authorize the demotion or reassignment of any administrative or supervisory employee upon the recommendation of the Superintendent or designee and when such action is determined to be in the best interest of the district. (cf. 0520.2 - Title I Program Improvement Schools) (cf. 0520.3 – Title I Program Improvement Districts) (cf. 4300 – Administrative and Supervisory Personnel) (cf. 4312 – Contracts) (cf. 4314 – Transfers)

The Superintendent or designee shall ensure that the District complies with all applicable statutory deadlines and due process procedures when an employee is to be demoted or reassigned.

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### Legal Reference:

### EDUCATION CODE

35031	Senior management employee in the classified service: nonreelection
44660-44665	Evaluation and assessment of performance of certificated employees
44850.1	No tenure in administrative or supervisory positions
44896	Transfer of administrator or supervisor to teaching position
44897	Classification of administrator or supervisor to a teaching position
44951	Continuation in position unless notified (position requiring administrative or supervisory credential)
45101	Definitions (including disciplinary action, cause)
45113	Rules for classified service in districts not incorporating the merit system
52055.5	Meeting or exceeding growth requirements
52055.57	Districts identified or at risk of identification for program improvement

### COURT DECISIONS

Ellerbroek v. Saddleback Valley Unified School District, (1981) 125 Cal. App 3d 348  
Hentschke v. Sink (1973) 34 Cal.App. 3d 19  
Jefferson v. Compton Unified School District (1993) 14 Cal. App. 4th 32  
Schultz v. Regents of the University of California, (1984) 160 Cal. App. 3d 768  
Skelly v. California Personnel Board, (1975) 15 Cal.3d 194

## **DESIRED OUTCOME:**

Through this policy, the District shall comply with applicable State and federal laws.

Adopted: (6/80 8/81 8/95 10/96)

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 5145.3 – Nondiscrimination/Harassment  
 (Revised: First Reading)

**ITEM:** Action

**SUBMITTED BY:** Lucinda N. Pueblos, Assistant Superintendent, K-12 School  
 Performance and Culture

**PREPARED BY:** Heidi Cisneros, Executive Director, Pupil Support Services  
 Katy Castellanos, Director, Educational Options

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of the revised first reading for Board Policy 5145.3 – Nondiscrimination/Harassment.

**ITEM SUMMARY:**

- Board Policy 9311: Drafts or suggestions for new policy and policy revisions, when changes in law occur and when specific needs arise, are presented to the Board.

**RATIONALE:**

The updated policy contains revisions from the California School Board Association and reinforces the Districts commitment to providing learning environments free of discrimination and harassment. In addition, the new policy includes new mandates to ensure it is up to date and fully compliant. These revisions allow all students equal access and opportunities to academic and educational support programs, services, and activities provided by the District. The last revision was completed in April 1998.

LCAP goal 3.4: “Support school and District operations to create welcoming and productive school environments.”

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

Approve the revised first reading for Board Policy 5145.3 – Nondiscrimination/Harassment.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

## SCOPE:

~~District programs and activities shall be free from discrimination, including harassment, with respect to ethnic group, religion, gender, color, race, national origin and physical or mental disability. (cf. 0410 – Nondiscrimination in District Programs and Activities) (cf. 1312.3 – Uniform Complaint Procedures) (cf. 6164.6 – Identification and Education Under Section 504)~~

The Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the District's academic and other educational support programs, services, and activities. The Board prohibits, at any District school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

~~The Governing Board shall ensure equal opportunities for all students in admission and access to the educational program, guidance and counseling programs, athletic programs, testing procedures, and other activities. Eligibility for choral and cheerleading groups shall be determined solely on the basis of objective competencies. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. (cf. 1240 – Volunteer Assistance) (cf. 6145.2 – Interscholastic Competition) (cf. 6162.5 – Standardized Testing)~~

~~The schools may provide girls and boys with separate shower rooms and sex education classes in order to protect student modesty. In physical education, when objective standards have an adverse effect on students because of their gender, race, ethnic group or disability, other standards shall be used to measure achievement and create comparable educational opportunities.~~

## POLICY:

Policies and procedures related to harassment must also be consistent with First Amendment rights to free speech.

This policy shall apply to all acts related to **district** school activity or to school attendance occurring within a District school or **district activity**.

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



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

~~Education Code 48950 provides that no district with one or more high schools shall make or enforce any rule subjecting a high school student to disciplinary sanctions solely on the basis of speech or other communication that would be constitutionally protected if engaged in outside of campus.~~

~~Education Code 48950 specifically states that it does not prohibit discipline for harassment, threats or intimidation unless constitutionally protected. As a general rule, harassment, threats and intimidation directed at an individual or group are not constitutionally protected, and whether such speech might be entitled to constitutional protection would be determined on a case-by-case basis, with consideration for the specific words used and the circumstances involved.~~

~~The Board prohibits intimidation or harassment of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges. (cf. 5145.2 – Freedom of Speech/Expression; Publications Code) (cf. 5145.7 – Sexual Harassment)~~

~~Students who harass other students shall be subject to appropriate counseling and discipline, up to and including expulsion. An employee who permits or engages in harassment may be subject to disciplinary action, up to dismissal. (cf. 4118 – Suspension/Disciplinary Action) and ( c f. including 4218 Dismissal/Suspension/Disciplinary Action) (cf. 5144 .1 Suspension and Expulsion/Due Process)~~

## **DESIRED OUTCOME:**

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the District's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. The Superintendent or designee shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination.

The Superintendent or designee shall regularly review the implementation of the District's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her recommended changes to the Board after each review.

~~Any student who feels that he/she is being harassed should immediately contact the principal or designee. If a situation involving harassment is not promptly remedied by the principal or designee, a complaint can be filed in accordance with administrative regulations. The Superintendent or designee shall determine which complaint procedure is appropriate. (Cf. 1312.3 Uniform Complaint Procedures)~~



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

Students who engage in discrimination, harassment, intimidation, bullying, or retaliation in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline. Any employee who permits or engages in prohibited discrimination, harassment, intimidation, bullying, or retaliation shall be subject to disciplinary action, up to and including dismissal.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### District Policies and Procedures:

AR 5145.3 Nondiscrimination/Harassment-Students

### Legal Reference:

#### Civil Code

1714.1 Liability of parents/guardians for willful misconduct of minor

#### Education Code

40 Prohibited sex discrimination  
41 School sponsored athletic programs; prohibited sex discrimination  
200-262.4 Prohibition of discrimination on the basis of sex  
48900.3 Suspension or expulsion for act of hate violence  
48900.4 Suspension or expulsion for threats or harassment  
48904 Liability of parent/guardian for willful student misconduct  
48907 Student exercise of free expression  
48950 Freedom of speech  
48985 Translation of notices  
49020-49023 Athletic programs  
51006-51007 Equitable access to technological education programs  
51500 Prohibited instruction or activity  
51501 Prohibited means of instruction  
60044 Prohibited instructional materials

#### Penal Code

422.55 Definition of hate crime  
422.6 Crimes, harassment

### Other Regulatory Authority:

#### Code of Regulations, Title 5

4621 District policies and procedures



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

4622 Notice requirements  
432 Student record  
4600-4687 Uniform Complaint Procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

### United States Code, Title 20

1681-1688 Title IX of the Education Amendments of 1972

### United States Code, Title 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended  
2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

### Code of Federal Regulations, Title 34

100.3a Prohibition of discrimination on basis of race, color or national origin  
104.7 Designation of responsible employee for Section 504  
106.8 Designation of responsible employee for Title IX  
106.9 Notification of nondiscrimination on basis of sex

Adopted: 4-98 (4-17)



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

## **SCOPE:**

The Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the District's academic and other educational support programs, services, and activities. The Board prohibits, at any District school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

## **POLICY:**

This policy shall apply to all acts related to district school activity or to school attendance occurring within a District school or district activity.

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

## **DESIRED OUTCOME:**

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the District's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. The Superintendent or designee shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination.

The Superintendent or designee shall regularly review the implementation of the District's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommended changes to the Board after each review.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment  
CATEGORY: Students  
RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services  
EFFECTIVE: 4/2017  
REVIEWED: 3/2017

Students who engage in discrimination, harassment, intimidation, bullying, or retaliation in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline. Any employee who permits or engages in prohibited discrimination, harassment, intimidation, bullying, or retaliation shall be subject to disciplinary action, up to and including dismissal.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### District Policies and Procedures:

AR 5145.3 Nondiscrimination/Harassment-Students

### Legal Reference:

#### Civil Code

1714.1 Liability of parents/guardians for willful misconduct of minor

#### Education Code

200-262.4 Prohibition of discrimination on the basis of sex  
48900.3 Suspension or expulsion for act of hate violence  
48900.4 Suspension or expulsion for threats or harassment  
48904 Liability of parent/guardian for willful student misconduct  
48907 Student exercise of free expression  
48950 Freedom of speech  
48985 Translation of notices  
49020-49023 Athletic programs  
51500 Prohibited instruction or activity  
51501 Prohibited means of instruction  
60044 Prohibited instructional materials

#### Penal Code

422.55 Definition of hate crime  
422.6 Crimes, harassment

### Other Regulatory Authority:

#### Code of Regulations, Title 5

432 Student record  
4600-4687 Uniform Complaint Procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

#### United States Code, Title 20

1681-1688 Title IX of the Education Amendments of 1972



# Santa Ana Unified School District

BOARD POLICY NO: 5145.3

SUBJECT: Nondiscrimination/Harassment

CATEGORY: Students

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services, Pupil Support Services

REVIEWED: 3/2017

## United States Code, Title 42

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

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

## Code of Federal Regulations, Title 34

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

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee

106.9 Notification of nondiscrimination on basis of sex

Adopted: 4-98 (4-17)

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 5145.7 – Sexual Harassment  
(Revised: First Reading)

**ITEM:** Action

**SUBMITTED BY:** Lucinda N. Pueblos, Assistant Superintendent, K-12 School Performance and Culture

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

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**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of the revised first reading for Board Policy 5145.7 – Sexual Harassment.

**ITEM SUMMARY:**

- Board Policy 9311: Drafts or suggestions for new policy and policy revisions, when changes in law occur and when specific needs arise, are presented to the Board.

**RATIONALE:**

The updated policy contains revisions from the California School Board Association and reinforces the Districts commitment to providing learning environments free of sexual harassment at school or any school related activities. In addition, the new policy includes new mandates to ensure it is up to date and fully compliant. These revisions reinforce that all students are provided a safe-school environment free of sexual harassment and discrimination. The last revision was completed in March 2002.

LCAP goal 3.4: “Support school and District operations to create welcoming and productive school environments.”

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

Approve the revised first reading for Board Policy 5145.7 – Sexual Harassment.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## SCOPE:

The Governing Board recognizes maintaining a safe school environment that is free from harassment and discrimination at school or at school-sponsored or school-related activities.

## POLICY:

~~The Governing Board is committed to maintaining a learning environment that is free of harassment. The Board prohibits sexual harassment of any student by any employee, student, or other person at school or at school-sponsored or school-related activity. The Board also prohibits retaliatory behavior or action against any person who complains, testifies, assists or otherwise participates in the complaint process established in accordance with this policy.~~

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

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

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy.

## **Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate ~~instruction and information related to~~ instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same ~~gender~~ **sex and could involve sexual violence.**



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

2. A clear message that students do not have to endure sexual harassment **under any circumstance**.
3. Encouragement to report observed incidents of sexual harassment even where the alleged victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students.

~~Information about the person(s) to whom a report of sexual harassment should be made. (cf. 5131.5 – Vandalism, Theft and Graffiti) (cf. 5137 – Positive School Climate) (cf. 5141.41 – Child Abuse Prevention) (cf. 5145.3 – Nondiscrimination/Harassment) (cf. 6142.1 – Family Life/Sex Education)~~

6. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment.

## Complaint Process and Disciplinary Actions

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within 24 hours or as soon as reasonably possible, of receiving the complaint, report it to the principal or designee.

Any school employee who observes any incident of sexual harassment involving a student shall report this observation to the principal or designee, whether or not the victim files a complaint.

In any case of sexual harassment involving the principal or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the nondiscrimination coordinator or the Superintendent or designee.

(cf. 4119.11/4219.11/4319.11 – Sexual Harassment)



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

(cf. 5141.4 – Child Abuse Reporting Procedures)

(cf. 5145.3 – Nondiscrimination/Harassment)

The principal or designee to whom a complaint of sexual harassment is reported shall immediately investigate the complaint in accordance with administrative regulation. Where the principal or designee finds that sexual harassment occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim. The principal or designee shall also advise the victim of any other remedies that may be available. The principal or designee shall file a report with the Superintendent or designee and refer the matter to law enforcement authorities, where required.

(cf. 1312.1 – Complaints Concerning District Employees)

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

## Disciplinary Measures

~~Any student who engages in sexual harassment of anyone at school or a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4 through 12, the disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account.~~

Upon investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with law and the applicable collective bargaining agreement.

(cf. 4117.7 - Employment Status Report)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

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

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

(cf. 3580 - District Records)

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

(5 CCR 4964)

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

## DESIRED OUTCOME:

Through this policy, the District shall provide all students with instructional materials that are aligned with academic content standards and that support the district's adopted courses of study.

## IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:

### District Policies and Procedures:

AR 5145.7 Sexual Harassment

### Legal Reference:

#### **EDUCATION CODE**

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

#### **CALIFORNIA GOVERNMENT CODE**

12950.1 Sexual harassment training

#### **CIVIL CODE**

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

#### **CODE OF REGULATIONS, TITLE 5**

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

#### **UNITED STATES CODE, TITLE 20**

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

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

## CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.71 Nondiscrimination on the basis of sex in education programs

## COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2001, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Reese v. Jefferson School District, (2001) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 118 S. Ct. 1989

Nabozny v. Podlesny, (1996, 7<sup>th</sup> Cir.) 92 F. 3d 446

Franklin v. Gwinnet County Schools (1992) 112 S. Ct. 1028

Doe v. Petaluma City School District (1995) 54 F. 3d 1447

Clyde K. v. Puyallup School District #3 (1994) 35 F.3d 1396

Oona R. S. etc. v. Santa Rosa City Schools et al (1995) 890 F. Supp. 1452

Patricia H. v. Berkeley Unified School District (1993) 830 F. Supp. 1288

Rosa H. v. San Elizario Ind. School Distric, 887 F. Supp. 140, 143 (W.D. Tex. 1995)

Davis v. Monroe County Board of Education 7(11<sup>th</sup> Cir.) 4F3d 1186

Kelson v. City of Springfield, Oregon ((1985, 9<sup>th</sup> Cir.) 767 F.2d 651

## Management Resources:

### CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

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

Dear Colleague Letter: Transgender Students, May 2016

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

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

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

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



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

Protecting Students from Harassment and Hate Crime: A Guide for Schools, January 1999

OFFICE OF CIVIL RIGHTS' PUBLICATIONS

Revised Sexual Harassment Guidance, January 2001

Sexual Harassment Guidance, March 1997

WEB SITES

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

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

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

Adopted: (4-98) 3-02 3-17 Santa Ana, CA

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# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## **SCOPE:**

The Governing Board recognizes maintaining a safe school environment that is free from harassment and discrimination at school or at school-sponsored or school-related activities.

## **POLICY:**

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

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

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy.

## **Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment under any circumstance.
3. Encouragement to report observed incidents of sexual harassment even where the alleged victim of the harassment has not complained.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students.
6. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment.

## Complaint Process and Disciplinary Actions

Any student who feels that he/she is being or has been subjected to sexual harassment shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within 24 hours or as soon as reasonably possible, of receiving the complaint, report it to the principal or designee.

Any school employee who observes any incident of sexual harassment involving a student shall report this observation to the principal or designee, whether or not the victim files a complaint.

In any case of sexual harassment involving the principal or any other district employee to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall report to the nondiscrimination coordinator or the Superintendent or designee.

(cf. 4119.11/4219.11/4319.11 – Sexual Harassment)

(cf. 5141.4 – Child Abuse Reporting Procedures)

(cf. 5145.3 – Nondiscrimination/Harassment)

The principal or designee to whom a complaint of sexual harassment is reported shall immediately investigate the complaint in accordance with administrative regulation. Where the principal or designee finds that sexual harassment occurred, he/she shall take prompt, appropriate action to end the harassment and address its effects on the victim. The principal or designee shall also advise the victim of any other remedies that may be available.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

The principal or designee shall file a report with the Superintendent or designee and refer the matter to law enforcement authorities, where required.

(cf. 1312.1 – Complaints Concerning District Employees)

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

## Disciplinary Measures

Upon investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with law and the applicable collective bargaining agreement.

(cf. 4117.7 - Employment Status Report)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

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

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

## Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

(cf. 3580 - District Records)

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

EFFECTIVE: 4/2017

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

(5 CCR 4964)

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

## **DESIRED OUTCOME:**

Through this policy, the District shall provide all students with instructional materials that are aligned with academic content standards and that support the district's adopted courses of study.

## **IMPLEMENTATION GUIDELINES AND ASSOCIATED DOCUMENTS:**

### **District Policies and Procedures:**

AR 5145.7 Sexual Harassment

### **Legal Reference:**

#### **EDUCATION CODE**

200-262.4 Prohibition of discrimination on the basis of sex  
48900 Grounds for suspension or expulsion  
48900.2 Additional grounds for suspension or expulsion; sexual harassment  
48904 Liability of parent/guardian for willful student misconduct  
48980 Notice at beginning of term

#### **CALIFORNIA GOVERNMENT CODE**

12950.1 Sexual harassment training

#### **CIVIL CODE**

51.9 Liability for sexual harassment; business, service and professional relationships  
1714.1 Liability of parents/guardians for willful misconduct of minor

#### **OTHER REGULATORY AUTHORITY**

##### **CODE OF REGULATIONS, TITLE 5**

4600-4687 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

##### **UNITED STATES CODE, TITLE 20**

1221 Application of laws  
1232 Family Educational Rights and Privacy Act  
1681-1688 Title IX, discrimination

##### **UNITED STATES CODE, TITLE 42**

1983 Civil action for deprivation of rights  
2000d-2000d-7 Title VI, Civil Rights Act of 1964  
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended



# Santa Ana Unified School District

BOARD POLICY NO: 5145.7

SUBJECT: Sexual Harassment

CATEGORY: Student

RESPONSIBLE OFFICE(S): Educational Services

EFFECTIVE: 4/2017

REVIEWED: 3/2017

## CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.71 Nondiscrimination on the basis of sex in education programs

## COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2001, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

## Management Resources:

### CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

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

Dear Colleague Letter: Transgender Students, May 2016

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

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

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

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

### WEB SITES

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

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

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

Adopted: 4-98 3-02 (4-17)

Santa Ana, CA

**AGENDA ITEM BACKUP SHEET**  
**March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 6145 – Extracurricular and Co-curricular Activities (Revised: First Reading)

**ITEM:** Action

**SUBMITTED BY:** Alfonso Jimenez, Ed.D., Assistant Superintendent, K-12 Teaching and Learning

**PREPARED BY:** Edward Winchester, Executive Director, Secondary Education

**BACKGROUND INFORMATION:**

The purpose of this agenda is to present to the Board for first reading Board Policy (BP) 6145 – Extracurricular and Co-curricular Activities.

**RATIONALE:**

The updated policy revisions reinforces the District's commitment to ensuring that students are encouraged and supported to participate in extracurricular and co-curricular activities without compromising the integrity and purpose of the educational program. The last revision occurred in April 2003.

LCAP Goal 1.1: "Provide equitable student access to rigorous, standards-based, instructional program that includes, but is not limited to high-quality instruction, instructional materials, academic supports, and technology-based resources."

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

Approve the first reading of the revised Board Policy (BP) 6145 - Extracurricular and Co-curricular Activities.

AJ:ED:mo

<b>ITEM SUMMARY:</b>
<ul style="list-style-type: none"> <li>• Board Policy 6145 – <u>Extracurricular and Co-curricular Activities</u> revisions align with the current recommendations from the California School Board Association.</li> <li>• This policy will ensure that students are encouraged and supported to participate in extracurricular and co-curricular activities without compromising the integrity and purpose of the educational program.</li> </ul>



# Santa Ana Unified School District

**BOARD POLICY NO: 6145**

**SUBJECT: Extracurricular and Cocurricular Activities**

**CATEGORY: Instruction**

**EFFECTIVE: 4/2003**

**RESPONSIBLE OFFICE(S): Educational Services**

**REVIEWED: 3/2017**

## **SCOPE:**

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students **and enhance students' feelings of connectedness with the schools**. The District shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

## **POLICY:**

~~No extracurricular or cocurricular program or activity shall be provided or conducted separately and no District student participation in extracurricular and cocurricular activities shall be required or refused based on the student's gender, sexual orientation, ethnicity, group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Prerequisite for participation in extracurricular and cocurricular activities shall be limited to those that are essential to the success of the activity. 5 CCR 4925~~

**No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. (5 CCR 4925)**

~~Any complaint regarding the District extracurricular and cocurricular programs or activities shall be filed in accordance with BAPR 13312-L7 Uniform Complaint Procedures~~

**Any complaint alleging unlawful discrimination in the district's extracurricular or cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.**

~~No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity.~~

**Unless specifically authorized by law, no fee shall be charged to students for participation in extracurricular and cocurricular activities related to the educational program, including materials or equipment related to the activity.**

## **Eligibility Requirements**

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)



# Santa Ana Unified School District

BOARD POLICY NO: 6145

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CATEGORY: Instruction

EFFECTIVE: 4/2003

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes
2. Maintenance of minimum progress toward meeting high school graduation requirements

The Superintendent or designee may grant ineligible students a probationary period not to exceed one regular grading period semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of any child in foster care or a child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

~~The Superintendent or designee shall provide the necessary assistance to help ineligible students achieve the academic standards required by law. A student who does not meet the above requirement shall be required to participate in mandatory tutoring in order to raise the grade.~~

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

## Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

## Annual Policy Review

The Board shall annually review this policy and implementing regulations.

## Legal Reference

### EDUCATION CODE

~~35145 Public Meetings~~

~~355160 District policy rules and regulations require matters subject to regulation~~



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Cocurricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

~~35179 Interscholastic athletics associations or consortia~~

~~489380 Student organizations~~

~~CO17E 6F REGULATIONS TITLE 5~~

~~350 Fees not peraitted~~

~~4900 4965 Nondiscretionary in elementary and secondary education programs receiving state financial assistance~~

~~5531 Supervision of extracurricular activities of pupils~~

~~UNITED STATES CODE TITLE 42~~

~~2000h 2 2000h 6 Title IX 1972 Education Act amendments~~

~~COURT DECISIONS~~

~~Hartzell v Connell 1984 35 Cal 3d 899~~

## **Legal Reference:**

### **EDUCATION CODE**

**35145 Public meetings**

**35160.5 District policy rules and regulations; requirements; matters subject to regulation**

**35179 Interscholastic athletics; associations or consortia**

**35181 Students' responsibilities**

**48850 Participation of foster youth in extracurricular activities and interscholastic sports**

**48930-48938 Student organizations**

**49024 Activity Supervisor Clearance Certificate**

**49700-49704 Education of children of military families**



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Cocurricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

## CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

## UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

## COURT DECISIONS

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

## CSBA PUBLICATIONS

Student Fees Litigation Update, ELA Advisory, May 20, 2011

## CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, or Other Charges, Fiscal Management Advisory 11-01, November 9, 2011

## CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

## COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE

10-11 Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), July 20, 2010



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Cocurricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

REVIEWED: 3/2017

RESPONSIBLE OFFICE(S): Educational Services

## WEB SITES

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

California Association of Directors of Activities: <http://www.cadal.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Adopted (4-83 8-84 1-03 4-03) 4-17 Santa Ana CA



# Santa Ana Unified School District

**BOARD POLICY NO: 6145**

**SUBJECT: Extracurricular and Co-curricular Activities**

**CATEGORY: Instruction**

**EFFECTIVE: 4/2003**

**RESPONSIBLE OFFICE(S): Educational Services**

**REVIEWED: 3/2017**

## **SCOPE:**

The Governing Board recognizes that extracurricular and co-curricular activities enrich the educational and social development of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and co-curricular activities without compromising the integrity and purpose of the educational program.

## **POLICY:**

No extracurricular or co-curricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or co-curricular activity be required or refused on those bases. Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. (5 CCR 4925).

Any complaint alleging unlawful discrimination in the district's extracurricular or co-curricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

Unless specifically authorized by law, no fee shall be charged to students for participation in extracurricular and co-curricular activities related to the educational program, including materials or equipment related to the activity.

## **Eligibility Requirements**

To be eligible to participate in extracurricular and co-curricular activities, students in grades 7-12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes
2. Maintenance of minimum progress toward meeting high school graduation requirements

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of any child in foster care or a child of an active duty military family for extracurricular or co-curricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Co-curricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and co-curricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

## Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and co-curricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or co-curricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

## Annual Policy Review

The Board shall annually review this policy and implementing regulations.

## Legal Reference:

### EDUCATION CODE

35145 - Public meetings

35160.5 - District policy rules and regulations; requirements; matters subject to regulation

35179 - Interscholastic athletics; associations or consortia

35181 - Students' responsibilities

48850 - Participation of foster youth in extracurricular activities and interscholastic sports

48930-48938 - Student organizations

49024 - Activity Supervisor Clearance Certificate

49700-49704 - Education of children of military families



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Co-curricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

REVIEWED: 3/2017

RESPONSIBLE OFFICE(S): Educational Services

## CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

## CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 - Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 - Supervision of extracurricular activities of pupils

## UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

## COURT DECISIONS

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

## CSBA PUBLICATIONS

Student Fees Litigation Update, ELA Advisory, May 20, 2011

## CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, or Other Charges, Fiscal Management Advisory 11-01, November 9, 2011

## CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

## COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE

10-11 Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC), July 20, 2010



# Santa Ana Unified School District

BOARD POLICY NO: 6145

SUBJECT: Extracurricular and Co-curricular Activities

CATEGORY: Instruction

EFFECTIVE: 4/2003

REVIEWED: 3/2017

RESPONSIBLE OFFICE(S): Educational Services

## WEB SITES

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

California Association of Directors of Activities: <http://www.cadal.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

(4-83 8-84 1-03 4-03) 3/17 Santa Ana, CA

**AGENDA ITEM BACKUP SHEET  
March 28, 2017**

**Board Meeting**

**TITLE:** Board Policy (BP) 6164.2 – Guidance/Counseling Services, Supplemental School Counseling Program (Revised: First Reading)

**ITEM:** Action

**SUBMITTED BY:** Alfonso Jimenez, Ed.D., Assistant Superintendent, K-12 Teaching and Learning

**PREPARED BY:** Edward Winchester, Executive Director, Secondary Education

**BACKGROUND INFORMATION:**

The purpose of this agenda is to present to the Board for first reading Board Policy (BP) 6164.2 – Guidance/Counseling Services, Supplemental School Counseling Program.

**RATIONALE:**

The updated Board policy revisions reflect new changes in the field of school counseling since the creation of the American School Counseling Association (ASCA) School Counseling Standards, ASCA National Model, and SB 451 to support a balanced, holistic approach in school counseling that considers the academic, career development, and personal/social needs of SAUSD students. The last revision occurred in December 2006.

LCAP Goal 1.1: “Provide equitable student access to rigorous, standards-based, instructional program that includes, but is not limited to high-quality instruction, instructional materials, academic supports, and technology-based resources.”

**FUNDING:**

No Fiscal Impact

**RECOMMENDATION:**

Approve the first reading of the revised Board Policy (BP) 6164.2 – Guidance/Counseling Services, Supplemental School Counseling Program.

AJ:EW:mo

**ITEM SUMMARY:**

- Board Policy 6164.2 – Guidance/Counseling Services, Supplemental School Counseling Program revisions align with the current recommendations from the California School Board Association.
- This policy will provide students with comprehensive counseling and guidance that is holistic in nature.



# Santa Ana Unified School District

BOARD POLICY NO: 6164.2

SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program

CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## SCOPE:

The Governing Board recognizes that a comprehensive counseling program can help promote academic achievement and serve the diverse needs of all district students. Counseling staff shall be available to meet with students to discuss academic, social, or personal difficulties, as well as other issues that may impact student learning.

The Governing Board recognizes that a structured, coherent and comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

## POLICY:

~~The district's academic counseling program shall help students establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Insofar as possible, parents/guardians shall be included when making educational plans.~~ ef 0410 Nondiscrimination in District Programs and Activities ef 0420 School Plans Site Councils ef 1220 Citizen Advisory Committees ef 6011 Academic Standards ef 6020 Parent Involvement  
Counseling staff shall help students to plan for the future and become aware of their career potential. Academic planning for higher education shall include information about courses needed for admission to colleges and universities, standardized admission tests, financial aid, and scholarships. ef 6030 Integrated Academic and Vocational Instruction ef 61415 Advanced Placement ef 6143 Courses of Study ef 61461 High School Graduation Requirements ef 614611 Alternative Credits Toward Graduation ef 61462 Certificate of Proficiency High School Equivalency  
The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all district students subject to compulsory continuation education. Education Code 48431 ef 6184 Continuation Education  
Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. 20 USC 503 Education Code 49603 ef 51251 Release of Directory Information

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

Responsibilities of school counselors include, but are not limited to:



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program

CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement
2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities
3. Using multiple sources of information to monitor and improve student behavior and achievement
4. Collaborating and coordinating with school and community resources
5. Promoting and maintaining a safe learning environment for all students by providing restorative practices, positive behavior interventions, and support services
6. Intervening to ameliorate school-related problems, including issues related to chronic absences
7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying
8. Improving school climate and student well-being
9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs
10. Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services
11. Engaging in continued development as a professional school counselor

Supplemental School Counseling Program for Students in Grades 7-12  
-The Board has adopted the Supplemental School Counseling Program in order to provide supplemental counseling services to all students in grades 7-12 delivered by personnel who hold a valid pupil personnel services credential. In accordance with law and as specified in administrative regulation, the district's program shall provide for an individualized review of student records, an opportunity for a counselor to meet with students to discuss educational and vocational options, and specialized counseling services for students identified as at risk of not passing the high school exit examination of 616252



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program

CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## Educational Counseling

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions.

The educational counseling program shall include academic counseling in the following areas:

1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans

2. Optimizing progress towards achievement of proficiency standards

3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes

4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid

5. Career counseling, in which students are assisted in doing all of the following:

a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition

b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success

c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle

d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options

e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experience.

f. Understanding the need to develop essential employable skills and work habits

g. Understanding the variety of four-year colleges and universities and community college career and technical preparation programs, as well as admission criteria and enrollment procedures



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

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CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, without regard to a student's gender.

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students.

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes

## Personal Counseling

~~Counseling staff shall identify and work with students whose personal issues may prevent them from experiencing academic success. As appropriate, students shall be informed about agencies that offer qualified professional assistance with substance abuse, physical or emotional issues, or other personal issues of 1020 Youth Services of 5113 Absences and Excuses of 51131 Truancy of 51316 Alcohol and Other Drugs of 5137 Positive School Climate of 51414 Child Abuse Prevention and Reporting of 51459 Hate Motivated Behavior of 5147 Dropout Prevention of 5149 At Risk Students of 61645 Student Success Teams of 6173 Education for Homeless Children of 61731 Education for Foster Youth. Counselors shall respect student confidentiality as appropriate and shall consult with the Superintendent's designee or with the district's legal counsel whenever unsure of how to respond to a student's personal issue. Parent/guardian consultation and consent shall be obtained as appropriate of 5125 Student Records of 5022 Student and Family Privacy Rights.~~



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

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EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

## Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code [6920-6929](#), Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code [49602](#).

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

## Crisis Counseling

~~The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students before, during and after a crisis.~~

~~ef 0450 Comprehensive Safety Plan ef 3516 Emergencies and Disaster Preparedness Plan~~

~~In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in appropriate response techniques and to directly help students cope with such crises if they occur.~~  
~~ef 5136 Gangs ef 514152 Suicide Prevention~~

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program

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EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

## TeacherBasedAdvisoryProgram

~~The Board recognizes that a supportive ongoing relationship with a caring adult can provide a student with valuable advice and security. The Board therefore desires to establish a teacher-based advisory program in which teachers with supervision and support from a credentialed school counselor advise students in such areas as character development, conflict resolution and self-esteem. The Board expects this program to enhance student-teacher relationships and give students positive adult role models. The Superintendent or designee and a credentialed school counselor shall design this program and submit it to the~~

## Legal Reference:

### ~~EDUCATION CODE~~

~~2215 Prohibited sex discrimination~~

~~4150541508 Pupil Retention Block Grant~~

~~48431 Establishing and maintaining high school guidance and placement program~~

~~4960049604 Educational counseling especially~~

~~51250 Schoolage military dependents~~

~~51513 Personal beliefs~~

~~5237852380 Supplemental school counseling program~~

### ~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~

~~484316 Tenth grade counseling program~~

### ~~PENAL CODE~~

~~1116611170 Reporting known or suspected cases of child abuse~~

### ~~CODE OF REGULATIONS TITLE 5~~

~~49304931 Counseling~~

### ~~UNITED STATES CODE TITLE 10~~

~~503 Military recruiter access to directory information~~

### ~~UNITED STATES CODE TITLE 20~~

~~1232g Family Educational Rights and Privacy Act~~

~~7908 Armed forces recruiter access to students and student~~



# Santa Ana Unified School District

BOARD POLICY NO: 6146.2

SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program

CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

~~recruiting information~~

~~CODE OF FEDERAL REGULATIONS TITLE 34~~

~~9919967 Family Educational Rights and Privacy~~

## EDUCATION CODE

[221.5](#) Prohibited sex discrimination

[44266](#) Pupil personnel services credential

[48431](#) Establishing and maintaining high school guidance and placement program

[49600-49604](#) Educational counseling

[51250-51251](#) School age military dependents

[51513](#) Personal beliefs

## FAMILY CODE

[6920-6929](#) Consent by minor for treatment or counseling

## HEALTH AND SAFETY CODE

[124260](#) Mental health services; consent by minors age 12 and older

## PENAL CODE

[11166-11170](#) Reporting known or suspected cases of child abuse

## WELFARE AND INSTITUTIONS CODE

[5850-5883](#) Mental Health Services Act

## CODE OF REGULATIONS, TITLE 5

[4930-4931](#) Counseling

[80049-80049.1](#) Pupil personnel services credential

[80632-80632.5](#) Preparation programs for pupil personnel services

## UNITED STATES CODE, TITLE 10



# Santa Ana Unified School District

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CATEGORY: Instruction

EFFECTIVE: 12/2006

RESPONSIBLE OFFICE(S): Educational Services

REVIEWED: 3/2017

503 Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family educational rights and privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counselor Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education, access to military recruiters:  
<http://www.ed.gov/policy/gen/guid/fpc/hottopics/ht10-09-02.html>

Adopted: (4-01) 12-06 3-17 Santa Ana, CA



# Santa Ana Unified School District

**BOARD POLICY NO: 6164.2**

**SUBJECT: Guidance/Counseling Services, Supplemental School Counseling Program**

**CATEGORY: Instruction**

**EFFECTIVE: 12/2006**

**RESPONSIBLE OFFICE(S): Educational Services**

**REVIEWED: 3/2017**

## **SCOPE:**

The Governing Board recognizes that a structured, coherent and comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

## **POLICY:**

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

Responsibilities of school counselors include, but are not limited to:

1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement
2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities
3. Using multiple sources of information to monitor and improve student behavior and achievement
4. Collaborating and coordinating with school and community resources
5. Promoting and maintaining a safe learning environment for all students by providing restorative practices, positive behavior interventions, and support services
6. Intervening to ameliorate school-related problems, including issues related to chronic absences
7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying
8. Improving school climate and student well-being
9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs
10. Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services



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11. Engaging in continued development as a professional school counselor

## **Educational Counseling**

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions.

The educational counseling program shall include academic counseling in the following areas:

1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans
2. Optimizing progress towards achievement of proficiency standards
3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes
4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid
5. Career counseling, in which students are assisted in doing all of the following:
  - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
  - b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success
  - c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle
  - d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options
  - e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences



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f. Understanding the need to develop essential employable skills and work habits

g. Understanding the variety of four-year colleges and universities and community college career and technical preparation programs, as well as admission criteria and enrollment procedures

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, without regard to a student's gender.

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students.

Note: 20 USC 7908 requires districts receiving funds under the Elementary and Secondary Education Act (ESEA) to provide military recruiters with the same access to students as is provided to colleges and prospective employers. Districts that do not grant similar access may lose those funds and may be subject to specific interventions, such as notification to the Governor and Congress, so that public officials can work with the district. Districts that do not receive ESEA funds and that choose to grant access to college and employment recruiters should do so on a nondiscriminatory basis. Education Code 49603 provides that military service recruiters may not be denied on-campus access to students in grades 9-12 if the district provides such access to other employers. For information regarding military recruiter access to student directory information, see BP/AR 5125.1 - Release of Directory Information.

OPTION 1: Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes

## Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social



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and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602.

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

## Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

## Legal Reference:

### EDUCATION CODE

221.5 - Prohibited sex discrimination

44266 - Pupil personnel services credential

48431 - Establishing and maintaining high school guidance and placement program

49600-49604 - Educational counseling



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51250-51251 - School age military dependents

51513 - Personal beliefs

## FAMILY CODE

6920-6929 - Consent by minor for treatment or counseling

## HEALTH AND SAFETY CODE

124260 - Mental health services; consent by minors age 12 and older

## PENAL CODE

11166-11170 - Reporting known or suspected cases of child abuse

## WELFARE AND INSTITUTIONS CODE

5850-5883 - Mental Health Services Act

## CODE OF REGULATIONS, TITLE 5

4930-4931 - Counseling

80049-80049.1 - Pupil personnel services credential

80632-80632.5 - Preparation programs for pupil personnel services

## UNITED STATES CODE, TITLE 10

503 - Military recruiter access to directory information

## UNITED STATES CODE, TITLE 20

1232g - Family Educational Rights and Privacy Act

7908 - Armed forces recruiter access to students and student recruiting information

## CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 - Family educational rights and privacy

Management Resources:



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CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

## WEB SITES

American School Counselor Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education, access to military recruiters:  
<http://www.ed.gov/policy/gen/guid/fpc/hottopics/ht10-09-02.html>

Adopted: (4-01) 12-06 3-17 Santa Ana, CA