



Putting  
Children  
First

# Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

**Board of Education Members**

Christina Pritchett, President (Trustee Area 3)  
Jay Hansen, Vice President (Trustee Area 1)  
Jessie Ryan, Second Vice President (Trustee Area 7)  
Ellen Cochrane, (Trustee Area 2)  
Gustavo Arroyo, (Trustee Area 4)  
Diana Rodriguez, (Trustee Area 5)  
Darrel Woo, (Trustee Area 6)  
Elizabeth Barry, Student Member

**Thursday, January 21, 2016**

**4:00 p.m. Closed Session**

**6:30 p.m. Open Session**

**Serna Center**

Community Conference Rooms

5735 47<sup>th</sup> Avenue

Sacramento, CA 95824

## AGENDA

**2015/16-14**

*Allotted Time*

4:00 p.m. **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

**2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION**

**3.0 CLOSED SESSION**

*While the Brown Act creates broad public access rights to the meetings of the Board of Education, it also recognizes the legitimate need to conduct some of its meetings outside of the public eye. Closed session meetings are specifically defined and limited in scope. They primarily involve personnel issues, pending litigation, labor negotiations, and real property matters.*

**3.1 Government Code 54956.9 - Conference with Legal Counsel – Anticipated Litigation:**

*a) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9*

*b) Initiation of litigation pursuant to subdivision (d)(4) of Government Code section 54956.9*

**3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining CSA, SCTA, SEIU, Teamsters, UPE, Unrepresented Management**

**3.3 Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment**

- 3.4 *Threat to Public Services or Facilities*  
*Consultation with: Manager II, Safe Schools and General Counsel*
- 3.5 *Government Code 54957 - Public Employee Performance Evaluation:*  
*a) Superintendent*

6:30 p.m. **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

*The Pledge of Allegiance will be led by H. W. Harkness Elementary school teacher Shaun Peters and Parent Advisor Lori Tullgren, along with Sixth Grade students. They have been donating gifts to troops overseas.*

- *Presentation of Certificate by Board Member Diana Rodriguez.*

6:35 p.m. **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

6:40 p.m. **6.0 AGENDA ADOPTION**

6:45 p.m. **7.0 PUBLIC COMMENT** *15 minutes*

*Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.*

7:00 p.m. **8.0 CONSENT AGENDA** *2 minutes*

*Generally routine items are approved by one motion without discussion. The Superintendent or a Board member may request an item be pulled from the consent agenda and voted upon separately.*

8.1 *Items Subject or Not Subject to Closed Session:*

- 8.1a *Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Change Notices and Notices of Completion (Gerardo Castillo, CPA)*
- 8.1b *Approve Personnel Transactions (Cancy McArn)*
- 8.1c *Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of October through December 2015 (Cancy McArn)*
- 8.1d *Approve Luther Burbank High School Field Trip to Carson City, Nevada from February 26 to February 27, 2016 (Lisa Allen and Chad Sweitzer)*

- 8.1e Approve C. K. McClatchy High School Field Trip to the University of Nevada, Las Vegas, Nevada from February 5 to February 8, 2016 (Lisa Allen and Mary Hardin Young)
- 8.1f Approve Business and Financial Report: Warrants and Checks Issued for the Period of November 2015 and December 2015 (Gerardo Castillo, CPA)
- 8.1g Approve Annual Adjustment to Bid Threshold per Public Contract Code Section 20111 (Gerardo Castillo, CPA)
- 8.1h Approve Minutes of the December 10, 2015, Board of Education Meeting (José L. Banda)
- 8.1i Approve Minutes of the December 11, 2015, Special Board of Education Meeting (José L. Banda)

**9.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

- |           |   |   |
|-----------|---|---|
| 7:02 p.m. | 9.1 Approve Resolution No. 2866: Designating Floyd Farm Manager (Cathy Allen)       | <b>Conference/Action</b><br>5 minute presentation<br>10 minute discussion |
| 7:17 p.m. | 9.2 2016-2017 Budget Update (Gerardo Castillo, CPA)                                 | <b>Information</b><br>10 minute presentation<br>10 minute discussion      |
| 7:37 p.m. | 9.3 Monthly Facilities Update (Cathy Allen)   | <b>Information</b><br>30 minute presentation<br>15 minute discussion      |
| 8:22 p.m. | 9.4 Update of 2016 Board Committees and Committee Assignments (Christina Pritchett) | <b>Conference</b><br>5 minute presentation<br>5 minute discussion         |

- |           |   |                            |
|-----------|---|----------------------------|
| 8:32 p.m. | <b>10.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS</b>  | <b>Receive Information</b> |
|           | 10.1 Business and Financial Information: <ul style="list-style-type: none"> <li>• Purchase Order Board Report for the Period of November 15, 2015 through December 14, 2015</li> <li>• Report on Contracts within the Expenditure Limitations Specified in Section PCC 20111 for November 1, 2015, through December 31, 2015</li> </ul> |                            |
|           | 10.2 Head Start/Early Head Start Report   |                            |

8:35 p.m. **11.0 FUTURE BOARD MEETING DATES / LOCATIONS**

- ✓ February 4, 2016, 4:30 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting
- ✓ February 18, 2016, 4:30 p.m. Closed Session; 6:30 p.m. Open Session; Serna Center, 5735 47<sup>th</sup> Avenue, Community Room; Regular Workshop Meeting

8:38 p.m. **12.0 ADJOURNMENT**

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 48 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education less than 72 hours in advance of the meeting and relating to an open session item are available for public inspection at 5735 47<sup>th</sup> Avenue at the Front Desk Counter and on the District's website at [www.scusd.edu](http://www.scusd.edu)*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1a

**Meeting Date:** January 21, 2016

**Subject:** Approval of Grants, Entitlements, and Other Income Agreements  
Ratification of Other Agreements  
Approval of Bid Awards  
Approval of Declared Surplus Materials and Equipment  
Change Notices  
Notices of Completion

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Recommend approval of items submitted.

**Background/Rationale:**

**Financial Considerations:** See attached.

**LCAP Goal(s):** College and Career Ready Students; Family and Community Engagement; Safe, Clean and Healthy Schools

**Documents Attached:**

1. Grants, Entitlements, and Other Income Agreements
2. Other Agreements
3. Notices of Completion – Facilities Projects

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Gerardo Castillo, CPA, Chief Business Officer Kimberly Teague, Contract Specialist <b>Approved by:</b> José L. Banda, Superintendent</p>
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**GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS - REVENUE**

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>CHILD DEVELOPMENT</u></b>		
A15-00074.1 Sacramento Employment & Training Agency (SETA)	2/1/16 – 7/31/16: Six month extension of Early Head Start Expansion Partnership Grant that provides funding to serve an additional 40 infants and toddlers at three sites: American Legion High School, Hiram Johnson High School, and Elder Creek Elementary School. Early Head Start serves children ages 0-3 years. Social workers, registered nurses, and other health professionals provide direct services and referrals to program participants.	\$371,141 Early Head Start Program  Original Grant = \$717,500

**SPECIAL EDUCATION**

A16-00056 California Department of Education	7/1/15 – 9/30/17: Grant for Special Education Preschool Program Staff Development. Funding for training days and associated costs, including registration, substitute staff, materials, and presenter fees.	\$2,506 No Match
A16-00057 California Department of Education	7/1/15 – 9/30/17: Alternative Dispute Resolution (ADR) Grant. Funding for the ADR process to respond to and resolve local complaints and concerns regarding the implementation of the Individuals with Disabilities Education Act. The ADR process is a desirable and effective practice that supports the positive interaction and collaboration among parents and educators, and promotes the implementation and use of conflict resolution throughout the state.	\$21,097 No Match
A16-00058 California Department of Education	7/1/15 – 6/30/16: WorkAbility 1 Program Grant provides funding for a training program for special education students ages 16 – 22 designed to promote career awareness and exploration while students complete their secondary education program. The WorkAbility 1 Program provides students with opportunities for job shadowing, paid and non-paid work experience, ongoing support and guidance from vocational personnel.	\$378,547 No Match

**EXPENDITURE AND OTHER AGREEMENTS**

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>STUDENT SUPPORT AND HEALTH SERVICES</u></b>		
SA16-00434 Maxim Staffing Solutions	8/1/15 – 6/30/16: Provide supplemental licensed health care providers (e.g., LPNs, LVNs, RNs, CNAs) as needed for coverage of students with diabetes and other medical plans pursuant to Section 504 of The Rehabilitation Act of 1973.	\$100,000 General Funds

**STUDENT SUPPORT AND HEALTH SERVICES**

SA16-00478 Action Support Care Services	8/1/15 – 6/30/16: Provide supplemental licensed health care providers (e.g., LPNs, LVNs, RNs, CNAs) as needed for coverage of students with diabetes and other medical plans pursuant to Section 504 of The Rehabilitation Act of 1973.	\$100,000 General Funds
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**TECHNOLOGY SERVICES**

R16-03318 RAL Communications Corporation	Equipment needed to support upgraded Internet connectivity services to all sites via BestNET, a free, high-speed network that connects Sacramento Educational Cable Consortium (SECC) member educational institutions. The transition to BestNET will increase connectivity speeds while significantly reducing ongoing costs, and is scheduled to be completed by December 2016.	\$138,113 Educational Technology K-12 Voucher Program Funds
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**NOTICES OF COMPLETION – FACILITIES PROJECTS**

Contract work is complete and Notices of Completion may be executed.

<b>Contractor</b>	<b>Project</b>	<b>Completion Date</b>
McCarthy Building Companies	Window Replacement at Parkway Elementary School, DSA #02-114210	October 15, 2015
Landmark Construction	Restroom Upgrades at Abraham Lincoln and Caleb Greenwood Elementary Schools, DSA #02-114152 and #02-114149	October 2, 2015
Landmark Construction	HVAC and Roof Replacement at Abraham Lincoln Elementary School, DSA #02-114181	October 15, 2015
Roebbelen Contracting	Daylighting at Crocker Riverside Elementary School	October 15, 2015
Roebbelen Contracting	Roof Replacement at Crocker Riverside Elementary School	October 15, 2015



## **FACILITY STAFFING AGREEMENT**

This Facility Staffing Agreement (hereinafter "Agreement") is entered into this 19 day of August, 2015, by and between **Sacramento City Unified School District** located at 5735 47<sup>th</sup> Avenue Box 764 Sacramento, CA 95824, referred to in this Agreement as "FACILITY," and **Maxim Healthcare Services, Inc. d/b/a Maxim Staffing Solutions**, a Maryland Corporation including its affiliates and subsidiaries, with an office located at 1050 Fulton Avenue Suite 230 Sacramento, CA 95825 referred to in this Agreement as "MAXIM."

### RECITALS

**WHEREAS**, FACILITY operates a School System located in California and wishes to engage MAXIM to provide personnel to supplement FACILITY's staff.

**WHEREAS**, MAXIM operates a supplemental staffing agency and employs licensed health care personnel to provide healthcare services to FACILITY.

**THEREFORE**, in consideration of the above premises set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, and intending to be legally bound, FACILITY and MAXIM hereby agree to the following terms and conditions.

### ARTICLE 1. TERM OF AGREEMENT

**Section 1.1 Term.** This Agreement will be in effect from July 1, 2015 to June 30, 2016.

**Section 1.2 Termination.** Either party may terminate this Agreement at any time, with or without cause, by providing at least thirty (30) days advance written notice of the termination date to the other party. Such termination will have no effect upon the rights and obligations resulting from any transactions occurring prior to the effective date of the termination.

### ARTICLE 2. RESPONSIBILITIES OF MAXIM

**Section 2.1 Services.** MAXIM will, upon request by FACILITY, provide one or more licensed health care providers (i.e. LPNs, LVNs, RNs, CNAs) as specified by FACILITY (collectively, "Personnel") for supplemental staffing services, subject to availability of qualified Personnel. Subject to the terms of Section 6.8 of this Agreement, to the extent that MAXIM is unable to provide the type of healthcare provider requested by FACILITY and upon FACILITY's approval, MAXIM will provide FACILITY with a higher skilled healthcare provider. MAXIM must, however, bill that higher skilled provider at that provider's fair market value rate.

**Section 2.2 Personnel.** MAXIM will supply FACILITY with Personnel who meet the following criteria and will provide evidence of the following to FACILITY upon written request:

- 1) Possess current state license/registration and/or certification.
- 2) Possess CPR certification, as requested in writing by FACILITY to comply with applicable law.



- 3) Completed pre-employment physical as requested in writing by FACILITY to comply with applicable law.
- 4) Possess proof of pre-employment screening to include a TB skin test or chest X-ray, professional references, criminal background check(s) (and drug screenings as requested in writing).
- 5) Possess a preferred one (1) year of relevant professional experience and a preferred one (1) year of specialty experience.
- 6) Possess current skills competency to include, (i) written exam; (ii) skills checklist; and (iii) verified work history.
- 7) Completed MAXIM standard OSHA and HIPAA training.
- 8) Completed skills training with MAXIM Clinician

**Section 2.3 Insurance.** MAXIM will maintain (at its sole expense), or require the individuals it provides under this Agreement to maintain, valid policies of insurance evidencing general and professional liability coverage of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate, covering the sole negligent acts or omissions which may give rise to liability for services provided under this Agreement. MAXIM will provide a certificate of insurance evidencing such coverage upon request by FACILITY.

**Section 2.4 Use of Independent Contractors and Subcontractors.** Personnel provided to FACILITY are employees of MAXIM and are subject to MAXIM'S standard screening process, as well as additional qualifications as required in this Agreement. If MAXIM deems it necessary to obtain the services of a subcontractor to fulfill its requirements under this Agreement, MAXIM will notify FACILITY in writing of its intent to use subcontractors and will obtain written approval from FACILITY. MAXIM will ensure that any subcontractor will comply with all applicable terms of this Agreement. MAXIM will provide written notification to FACILITY if it becomes necessary for MAXIM to utilize independent contractors to fulfill its staffing obligations to FACILITY. Any Personnel provided to FACILITY by an independent contractor will be subject to the same qualifications as MAXIM employees.

**Section 2.5 Employment and Taxes.** MAXIM will follow its standard employment policies and procedures to verify that all Personnel meet applicable licensing requirements. MAXIM, or its subcontractor if applicable, will maintain direct responsibility as employer for the payment of wages and other compensation, and for any applicable mandatory withholdings and contributions such as federal, state, and local income taxes, social security taxes, worker's compensation, and unemployment insurance.

**Section 2.6 Record Access.** In instances where FACILITY is Medicare and/or Medicaid certified, MAXIM agrees that in accordance with Section 952 of the Omnibus Budget Reconciliation Act of 1980, its contracts, books, documents and records will be made available to the Comptroller General of the United States, the United States Department of Health and Human Services and their duly authorized representatives ("USDHHS") until the expiration of four (4) years after the date on which such services were furnished under this Agreement.

### **ARTICLE 3. RESPONSIBILITIES OF FACILITY**

**Section 3.1 Orientation.** FACILITY will promptly provide MAXIM Personnel with an adequate and timely orientation to FACILITY. FACILITY shall review instructions regarding confidentiality (including patient and employee), and orient MAXIM Personnel to the specific Exposure Control Plan of the FACILITY as it pertains to OSHA requirements for bloodborne pathogens, as well as any of the FACILITY'S specific policies and procedures provided to MAXIM for such purpose.

- Section 3.2 Requests for Personnel.** FACILITY will use its best efforts to request Personnel at least twenty-four (24) hours prior to reporting time in order to assure prompt arrival of assigned Personnel. All information regarding reporting time and assignment will be provided by FACILITY at the time of the initial call.
- Section 3.3 Short-notice Requests.** MAXIM will bill FACILITY for the entire shift if an order for staff is made less than two (2) hour(s) prior to the start of the shift, as long as the Personnel report for work within a reasonable prompt period of time under existing conditions after receiving notice of the assignment.
- Section 3.4 Staff Order Cancellation.** If FACILITY changes or cancels an order less than two (2) hours prior to the start of a shift, MAXIM will bill FACILITY for two (2) hours at the established fee for each scheduled Personnel. MAXIM will be responsible for contacting MAXIM Personnel prior to reporting time. MAXIM will use its best efforts to notify FACILITY of any unscheduled absences no less than two (2) hours prior to the start of shift. Two (2) weeks notice will be required for any time off requests.
- Section 3.5 Responsibility for Patient Care.** FACILITY retains full authority and responsibility for professional and medical management of care for each of its patients and for ensuring that services provided by MAXIM Personnel under this agreement are furnished in a safe and effective manner and in accordance with applicable standards.
- Section 3.6 Placement Fee.** For a period of twelve (12) months following that date on which MAXIM Personnel last worked a shift at FACILITY, FACILITY agrees that it will take no steps to recruit, hire or employ as its own employees or as a contractor those Personnel provided by MAXIM during the term of this Agreement. FACILITY understands and agrees that MAXIM is not an employment agency and that Personnel are assigned to the FACILITY to render temporary service(s) and are not assigned to become employed by the FACILITY. The FACILITY further acknowledges and agrees that there is a substantial investment in business related costs incurred by MAXIM in recruiting, training and employing Personnel, to include advertisement, recruitment, interviewing, evaluation, reference checks, training, and supervising Personnel. In the event that FACILITY, or any affiliate, subsidiary, department, or division of FACILITY hires, employs or solicits MAXIM Personnel, FACILITY will be in breach of this Agreement. FACILITY agrees to give MAXIM either (a) one hundred and eighty (180) days prior written notice of its intent to hire, or employ, continuing to staff Personnel through MAXIM for a minimum of thirty-six (36) hours per week through the one hundred and eighty (180) days notice period; OR (b) to pay MAXIM a placement fee equal to the greater of: five thousand dollars (\$5,000) or the sum of thirty percent (30%) of such Personnel's annualized salary (calculated as Weekday Hourly Pay Rate x 2080 Hours x 30%).
- Section 3.7 Non-Performance.** If FACILITY concludes, in its sole discretion, that any Personnel provided by MAXIM have engaged in misconduct, or have been negligent, FACILITY may require the Personnel to leave the premises and will notify MAXIM immediately in writing, providing in reasonable detail the reason(s) for such dismissal. FACILITY'S obligation to compensate MAXIM for such Personnel's services will be limited to the number of hours actually worked. MAXIM will not reassign the individual to FACILITY without prior approval of the FACILITY.
- Section 3.8 Right to Dismiss.** FACILITY may request the dismissal of any MAXIM Personnel for any reason. FACILITY agrees to notify MAXIM of any such action immediately in writing, providing in reasonable detail the reason(s) for such

dismissal. FACILITY shall be obligated to compensate MAXIM for all Personnel hours worked prior to dismissal.

**Section 3.9 Float Policy.** Subject to prior written notification, FACILITY may reassign Personnel to a different FACILITY department, unit, facility, or to a different staff classification (hereinafter "Float"), if Personnel satisfy the requisite specialty qualifications. If FACILITY Floats Personnel, the Personnel must perform the duties of the revised assignment as if the revised assignment were the original assignment. FACILITY will provide the Personnel with additional orientation regarding the Float as necessary. If Personnel Floats to a staff classification that has a lower reimbursement rate, then the reimbursement rate that was applicable to the original Personnel assignment remains the applicable reimbursement rate despite the Float. If Personnel Floats to a staff classification that has a higher reimbursement rate, then the reimbursement rate that is applicable to the newly assigned staff classification is the applicable reimbursement rate for as long as the Personnel continues to work in that staff classification.

**Section 3.10 Insurance.** FACILITY will maintain at its sole expense valid policies of general and professional liability insurance with minimum limits of \$1,000,000 per occurrence and \$3,000,000 annual aggregate covering the acts or omissions of its employees, contractors and agents which may give rise to liability in connection with the Services under this Agreement. FACILITY will give MAXIM prompt written notice of any material change in FACILITY coverage.

**Section 3.11 Incident Reports.** FACILITY shall report to MAXIM any unexpected incident known to involve any Personnel (such as Personnel errors, unanticipated deaths or other unanticipated patient-related events or injuries known to be attributable to Personnel, and any safety hazards known to be related to the services provided by Personnel) if the incident may have an adverse impact on the FACILITY and/or MAXIM in order to comply with MAXIM'S incident tracking program. Complaints and grievances regarding MAXIM Personnel may be reported to the local MAXIM representative at any time.

#### **ARTICLE 4. MUTUAL RESPONSIBILITIES**

**Section 4.1 Non-discrimination.** Neither MAXIM nor FACILITY will discriminate on the basis of age, race, color, national origin, religion, sex, disability, being a qualified disabled veteran, being a qualified veteran of the Vietnam era, or any other category protected by law.

#### **ARTICLE 5. COMPENSATION**

**Section 5.1 Invoicing.** MAXIM will supply Personnel under this Agreement at the rates listed in the Attachment(s). MAXIM will submit invoices to FACILITY every month for Personnel provided to FACILITY during the preceding month. Invoices shall be submitted to the following email address:

**Rebecca-wall@scusd.edu**

Invoices shall include students served, school site, name of nurse, service dates, hours of services rendered, charges applicable.

**Section 5.2 Payment.** All amounts due to MAXIM are due and payable within sixty (60) days from date of invoice. FACILITY will send all payments to the address set forth on the invoice.

**Section 5.3** **Rate Change.** MAXIM will provide FACILITY at least thirty (30) days advance written notice of any change in rates.

#### **ARTICLE 6. GENERAL TERMS**

**Section 6.1** **Independent Contractors.** MAXIM and FACILITY are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither MAXIM nor FACILITY nor any of their respective agents or employees shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.

**Section 6.2** **Assignment.** Neither party may assign this Agreement without the prior written consent of the other party, and such consent will not be unreasonably withheld. No such consent will be required for assignment to an entity owned by or under common control with assignor or in connection with any acquisition of all of the assets or capital stock of a party; provided however, the assigning party will provide notice of such transaction to the other party and remain fully responsible for compliance with all of the terms of this Agreement.

**Section 6.3** **Indemnification.** MAXIM agrees to indemnify and hold harmless FACILITY, and its directors, officers, and agents from and against any and all claims, actions, or liabilities which may be asserted against them by third parties in connection with the sole negligent performance of MAXIM, its directors, officers, employees or agents under this Agreement only. FACILITY agrees to indemnify and hold harmless MAXIM, its directors, officers, shareholders, employees and agents from and against any and all claims, actions, or liabilities which may be asserted against them by third parties in connection with the negligent performance of FACILITY, its directors, officers, employees, contractors or agents under this Agreement.

**Section 6.4** **Attorneys' Fees.** In the event either party is required to obtain legal assistance (including in-house counsel) to enforce its rights under this Agreement, or to collect any monies due to such party for services provided, the prevailing party shall be entitled to receive from the other party, in addition to all other sums due, reasonable attorney's fees, court costs and expenses, if any, incurred enforcing its rights and/or collecting its monies.

**Section 6.5** **Notices.** Any notice or demand required under this Agreement will be in writing; will be personally served or sent by certified mail, return receipt requested, postage prepaid, or by a recognized overnight carrier which provides proof of receipt; and will be sent to the addresses below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party.

Sacramento City Unified School District  
5735 47<sup>th</sup> Avenue Box 764  
Sacramento, CA 95824

Maxim Healthcare Services, Inc.  
7227 Lee DeForest Drive  
Columbia, MD 21046  
ATTN: Contracts Department

COPY TO:

Maxim Staffing Solutions  
1050 Fulton Avenue Suite 230  
Sacramento, CA 95825  
ATTN: Jordan Buhagiar

- Section 6.6 Headings.** The headings of sections and subsections of this Agreement are for reference only and will not affect in any way the meaning or interpretation of this Agreement.
- Section 6.7 Entire Contract; Counterparts.** This Agreement constitutes the entire contract between FACILITY and MAXIM regarding the services to be provided hereunder. Any agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect. This Agreement may be executed in any number of counterparts, each of which will be deemed to be the original, but all of which shall constitute one and the same document. No amendments to this Agreement will be effective unless made in writing and signed by duly authorized representatives of both parties except as provided in Section 6.9.
- Section 6.8 Availability of Personnel.** The parties agree that MAXIM'S duty to supply Personnel on request of FACILITY is subject to the availability of qualified MAXIM Personnel. The failure of MAXIM to provide Personnel or the failure of FACILITY to request Personnel shall result in no penalty to FACILITY or any party claiming by or through it and shall not constitute a breach of this Agreement.
- Section 6.9 Compliance with Laws.** MAXIM agrees that all services provided pursuant to this Agreement shall be performed in compliance with all applicable federal, state, and/or local rules and regulations. In the event that applicable federal, state or local laws and regulations or applicable accrediting body standards are modified, MAXIM reserves the right to notify FACILITY in writing of any modifications to the Agreement in order to remain in compliance with such law, rule or regulation.
- Section 6.10 Severability.** In the event that one or more provision(s) of this Agreement is deemed invalid, unlawful and/or unenforceable, then only that provision will be omitted, and will not affect the validity or enforceability of any other provision; the remaining provisions will be deemed to continue in full force and effect.
- Section 6.11 Governing Law, Jurisdiction.** This Agreement will be governed by and construed in accordance with the laws of the State of Maryland, without regard to its principles of conflict of laws. Any dispute or claim from this Agreement shall be resolved exclusively in the federal and state courts of the State of Maryland and the parties hereby irrevocably submit to the personal jurisdiction of said courts and waive all defenses thereto.
- Section 6.12 Limitation on Liability.** Neither MAXIM nor FACILITY will be responsible for special, indirect, incidental, consequential, or other similar damages, including but not limited to lost profits, that the other party may incur or experience in connection with this Agreement or the services provided, however caused, even if such party has been advised of the possibility of such damages.
- Section 6.13 Incorporation of Recitals.** The recitals set forth at the top of this Agreement are incorporated by reference as if fully set forth herein.

## **ARTICLE 7. CONFIDENTIALITY OF PROTECTED HEALTH INFORMATION**

### **Section 7.1 Confidentiality.**

**A. MAXIM/FACILITY Information.** The parties recognize and acknowledge that, by virtue of entering into this Agreement and providing services hereunder, the parties will have access to certain information of the other party that is confidential and constitutes valuable, special, and unique property of the party. Each of the parties agrees that neither it nor his/her staff shall, at any time either

during or subsequent to the term of this Agreement, disclose to others, use, copy, or permit to be copied, except pursuant to his duties for or on behalf of the other party, any secret or confidential information of the party, including, without limitation, information with respect to the party's patients, costs, prices, and treatment methods at any time used, developed or made by the party during the term of this Agreement and that is not available to the public, without the other party's prior written consent.

**B. Terms of this Agreement.** Except for disclosure to his/her legal counsel, accountant or financial or other advisors/consultants neither party nor its respective staff shall disclose the terms of this Agreement to any person who is not a party or signatory to this Agreement, unless disclosure thereof is required by law or otherwise authorized by this Agreement. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide the party with the option of pursuing remedies for breach or immediate termination of this Agreement in accordance with the provisions stated herein.

**C. Patient/Customer Information:** Neither party nor its employees shall disclose any financial or medical information regarding patients/customers treated hereunder to any third-party, except where permitted or required by law or where such disclosure is expressly approved by FACILITY, MAXIM and patient/customer in writing. Further, each party and its employees shall comply with the other party's rules, regulations and policies regarding the confidentiality of such information as well as all federal and state laws and regulations including, without limitation, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act ("HITECH").

**D.** The obligations set forth in this Section shall survive the termination of this Agreement.

**Section 7.2 HIPAA/HITECH Obligations.** Each party and its respective staff shall comply with all federal and state laws and regulations, and all rules, regulations, and policies of the other party, regarding the confidentiality of patient information, to include, without limitation, HIPAA and HITECH. In addition, if necessary, the parties agree to resist any effort to obtain access to such records or information in judicial proceedings, except such access as is expressly permitted by federal/state regulations.

To the extent that FACILITY may be a "Covered Entity" as defined by HIPAA, and would therefore be subject to applicable requirements, including, but not limited to, requirements to enter into certain contracts with their "business associates," by HIPAA, the parties acknowledge that a business associate agreement is not needed due to the nature of services provided by MAXIM. Specifically, the parties acknowledge that under HIPAA, Personnel provided hereunder are considered part of FACILITY's workforce and to that end, all Protected Health Information ("PHI") is created, viewed, used, maintained and otherwise stored and safeguarded in FACILITY's work environment. The parties further acknowledge that PHI is not exchanged between the parties in order for MAXIM to provide Personnel as part of FACILITY's temporary workforce.

Notwithstanding the foregoing, MAXIM and all staff provided to FACILITY hereunder shall comply with confidentiality, medical records and/or other applicable laws and regulations with regard to any and all information directly or indirectly accessed or used by MAXIM and their personnel, including without limitation HIPAA and HITECH.

FACILITY and MAXIM have acknowledged their understanding of and agreement to the mutual promises written above by executing and delivering this Agreement as of the date set forth above.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT:

MAXIM HEALTHCARE SERVICES, INC., D/B/A MAXIM STAFFING SOLUTIONS:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTACHMENT A**  
**MAXIM STAFFING SOLUTIONS**  
**FACILITY STAFFING RATES FOR**  
**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

Charges will be based on the following hourly rate schedule effective September 22<sup>nd</sup>, 2014:

Service	Weekday Rate	Weekend Rate
LVN/RN	\$40hr	\$40hr
Credentialed School Nurse ( RN)	\$60hr	\$60hr
School Field Trip*	\$2,000 a week	\$2,000 a week
Para Professional*	\$30hr	\$30hr
Medical Assistant*	\$30hr	\$30hr

**Weekend.** Weekend rates will apply to shifts beginning at 11:00 p.m. on Friday and ending at 7:00 a.m. on Monday.

**Orientation.** Rates listed above will be charged for all time spent in required FACILITY orientation.

**Minimum.** Four (4) hour minimum will apply to all scheduled shifts. If the work requires less than four (4) hours, MAXIM personnel will be offered other tasks to fill the time. If MAXIM Personnel elect to decline such tasks, and leave early/arrive late, FACILITY will only be billed for actual hours worked.

**Overtime.** Overtime rates are charged for all hours worked in excess of forty (40) per week or according to applicable state law. Overtime must have FACILITY supervisory approval. The overtime rate is one and one-half (1.5) times the regular billing rate for such hours.

**Holidays.** Holiday rates will apply to shifts beginning at 11:00 p.m. the night before the holiday through 11:00 p.m. the night of the holiday. Time and one-half will be charged for the following holidays:

New Year's Eve (from 3 PM)	Thanksgiving Day
New Year's Day	Labor Day
Memorial Day	Christmas Eve (from 3 PM)
Independence Day	Christmas Day
Easter	Presidents Day
Martin Luther King Day	Pioneer Day (Utah Only)

**Background Fingerprinting Requirements:** Education Code Section 45125.1 states that if employees of any contractor providing school site administrative or similar services may have any contact with any pupils, those employees shall be fingerprinted by the Department of Justice (DOJ) before entering the school site to determine that they have not been convicted of a serious or violent felony. If the District determines that more than limited contact with students will occur during the performance of these services, Contractor will not perform services until all employees providing services have been fingerprinted by the DOJ and DOJ fingerprinting clearance certification has been provided to the District.

District has determined that services performed under this Agreement will result in contact with pupils. Contractor shall obtain fingerprinting clearance for *all* employees before services can begin. Contractor will provide a complete list to the District of all employees cleared by the DOJ who will provide services under this Agreement. Failure to provide such written certification before services begin, or within thirty days after execution of this Agreement, whichever occurs first, will result in immediate termination.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT:

MAXIM HEALTHCARE SERVICES, INC. D/B/A MAXIM STAFFING SOLUTIONS:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ATTACHMENT B**  
**MAXIM STAFFING SOLUTIONS**  
**FACILITY STAFFING RATES FOR**  
**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**



## **Agency LVN Job Description**

**Basic function:**

Provides health services to students with specialized physical health care needs under guidelines provided by student's medical provider or school nurse. The LVN is also available to assist the teacher or office staff in instructional tasks, routine record keeping, student supervision and basic first aid and life saving techniques.

**Duties:**

- Assess, deliver and monitor daily student health care of assigned student under supervision of credentialed school nurse at that site. This may include but not limited to: diabetes care, seizure care, specialized health procedures, anaphylaxis, and assistance with personal care. Assists in monitoring and attaining of individual student health goals. Implements student health care/emergency plans as directed by the RN.

**NOTE:** Caring for the assigned student precedes all other duties at the school.

*When LVN is not attending to assigned student the LVN may perform the following duties:*

- Provides basic first aid to sick or injured students which come to health office.
- If a student is acutely injured or ill, has head injury, or is emotionally unstable the LVN will continue to deliver first aid and emotional support and urgently inform office manager or designee of the situation; parent is called or 911 if necessary under basic protocols.
- Assist in office or classroom at the school site with instructional, office duties, filing, and record keeping.
- \*\*\*Participates in ongoing communication with the RN regarding student's health issues, changes & concerns.

# SA16-00478

## Agreement for Professional Expert/Consultant Services

This agreement made and entered into this August 19, 2015, by and between the Sacramento City Unified School District, Health Services, hereinafter referred to as "SCUSD", and Action Supportive Care Services, hereinafter referred to as "Consultant".

---

This agreement shall commence on September 3, 2015 and shall continue until and including June 30, 2016.

WHEREAS, SCUSD is desirous of having certain special services performed: and

WHEREAS, Consultant, is willing to perform such services.

NOW, THEREFORE, for and in consideration of the mutual promises and agreements herein

Contained, IT IS AGREED by and between the parties hereto as follows:

### 1.0 Scope of Work

The parties agree that consultant is to provide nursing services, under the terms and conditions of this agreement and in accordance with any applicable requirements of federal or state education regulations, local laws, rules and/or regulations, third party reimbursement sources (public or private) or other reimbursement sources covering Consultant's services. The nursing, instructional aide services are to be provided in the students' school of attendance, or in certain circumstances, at agreed field trip locations. Consultant agrees that all services will be rendered with regard to conditions of participation and reimbursement coverage required by governmental and third party reimbursement sources.

In the event that a Special Education Student(s) does not attend school, whether due to illness or any other reason, the scheduled, skilled nurse, that has previously been assigned to also care for a General Education student, would continue to provide care for the duration of time needed, no less than 4 hours, by that General Education Student(s) Skilled Nurse. Should a General Education Student not need the entire 4 hours, the Skilled Nurse would assist with any other Skilled Nursing needs on any campus. Consultant will notify Health Services via email to [Rebecca-Wall@SCUSD.edu](mailto:Rebecca-Wall@SCUSD.edu) and this care would be billed to the SCUSD, Health Services.

In the event that Consultant is unable to provide service, whether due to illness or any other reason, Consultant will notify the lead nurse, Suzanne Auchterlonie, and school nurse for the school as soon as possible. Action Supportive Care Services will make every effort to offer a replacement.

Such services shall, at times, include travel and may be performed at other locations, specifically authorized by SCUSD.

## 2.0 Independent Contractor

This agreement does not constitute a hiring of consultant by SCUSD. It is the parties' intention that so far as shall be in conformity with the law the consultant shall be an independent contractor and not an SCUSD employee. In conformity therewith the Consultant shall retain sole and absolute discretion and judgment in the manner and means of providing consulting services to the SCUSD. This agreement shall not be construed as a partnership and SCUSD shall not be liable for any obligation incurred by the Consultant. However, Consultant shall comply with all policies, rules and regulations of the SCUSD in connection with the provision of the Consultant's services. All services rendered by the Consultant shall be rendered in a competent, efficient and satisfactory manner and in strict accordance with the currently approved methods and practices in the Consultant's professional specialty. The Consultant assumes professional and administrative responsibility for the services rendered only to the extent that:

- a. The SCUSD is responsible for assuring itself that the Consultant is qualified by education and/or experience to render the services contract for; and
- b. The Consultant is satisfying all of the obligations herein set forth.

## 3.0 Amendment of Scope of Work

Said scope of work may be amended with the written approval of both Consultant and SCUSD.

## 4.0 Payment Schedule

Consultant will be compensated by SCUSD for services rendered on a fee-for-service basis from the first day of a month to the end of the same month (hereinafter referred to as the "billing period") according to invoices submitted to SCUSD via email to [Rebecca-Wall@scusd.edu](mailto:Rebecca-Wall@scusd.edu) no later than five (5) days following the end of the billing period in which said services were rendered.

- \$50.00/hour will be charged for the following services:
  - Skilled nursing services performed by an RN, including administration of medications
- \$45.00/hour will be charged for the following services:
  - Skilled nursing services performed by an LVN, including administration of medications
- \$25/hour will be charged for the following services:
  - Health/Instruction Aide
- \$52/hour will be charged for the following services:
  - Out of Area/Overnight Field Trips

(Travel time and/or mileage at \$0.45/mile may be charged for field trips greater than or equal to 30 miles from the downtown Sacramento area, if the nurse is required to drive his or her own vehicle)

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**Invoices will include:**

- The Name of the Contractor
- Services Dates, Students Served, School Site, Hours of Services rendered, charges applicable.

Any amendments or changes to the schedule of fees hereinabove stated shall be effective thirty days (30) following the date upon which the parties hereto agree to such amendment or change in writing. Upon parties' mutual acceptance in writing, the amended schedule of fees shall become part of this agreement.

**5.0 Records**

Consultant shall maintain at all times complete detailed records with regard to work performed under this agreement in a form acceptable to SCUSD, and SCUSD shall have the right to inspect such records at any reasonable time. Notwithstanding any other terms to this agreement, no payments shall be made to Consultant until SCUSD is satisfied that work of such value has been rendered pursuant to this agreement.

**6.0 Non-Assignability**

This agreement and the rights and duties there under shall not be assigned in whole or in part without the express written consent of SCUSD.

**7.0 Compensation Insurance**

SCUSD shall not provide worker's compensation insurance coverage for Consultant.

Consultant shall maintain general liability insurance, including automobile coverage with limits of \$1,000,000 per occurrence for bodily injury and property damage. Where requested, the coverage shall be primary as to SCUSD and shall name SCUSD as an additional insured. Copies of all policies or certificates of worker's compensation and liability insurance shall be provided to the SCUSD within ten (10) days of signing this Agreement.

**8.0 Background Check/DOJ Clearance**

Consultant must submit or have submitted their fingerprint live scan to DOJ for clearance: All of the Consultant's employees or independent contractors who may come in contact with pupils must also have this clearance. All of the Consultant's employees or independent contractors who may come in contact with pupils must also have current TB clearance.

The Consultant shall certify in writing to the SCUSD that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony (Penal Code § 667.5(c), 1192.7 (c). (Attach Certification Letter)

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#### 9.0 Cancellation

This agreement may be cancelled by SCUSD or Consultant upon the giving of ten (10) days advance written notice. Such notice shall be personally served or given by United States Mail. In the event of cancellation, Consultant shall be paid for all work performed to the date of cancellation.

In Addition, SCUSD may terminate this Agreement for cause should Consultant fail to perform any part of this Agreement. In the event of a termination for cause, SCUSD may secure the required services from another Consultant. If the cost to SCUSD exceeds the cost of providing the service pursuant to this Agreement, Consultant shall pay the additional cost.

#### 10.0 Hold Harmless and Indemnification

The Consultant agrees to hold harmless and to indemnify the SCUSD for:

Any injury to person or property sustained by the Consultant or by any of the individuals participating in or associated with him/her, however, caused; and

Any injury to person or property sustained by any person firm or corporation, caused by any act, neglect, default or omission, of the Consultant, or of any person, firm, or corporation directly or indirectly employed by the Consultant upon or in connection with this agreement, or any other persons/parties services arising out of the or in the course of the term of this agreement, and the Consultant at his/her own cost, expense and risk, shall defend any, and all actions, suits or other legal proceedings that may be instituted against the SCUSD for any such claim or demand, and pay or satisfy any judgment that may be rendered against the SCUSD in any such action, suit or legal proceedings or result thereof.

#### 11.0 Attorney's Fees

In the event of the commencement of suit to enforce any of the terms or conditions in this agreement, the prevailing party in such litigation shall be entitled to recover such sum as the court may fix as attorney's fees.

#### 12.0 Notice

Any notice required to be provided to any party to this agreement shall be in writing and shall be considered effective as of the date of deposit with the United States Postal Service by certified or registered mail, postage prepaid, return receipt and addressed to the party as follows:

SCUSD: Sacramento City Unified School District  
Health Services – Box 764  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824

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Consultant: Action Supportive Care Services  
1190 Suncast Lane, Suite 5  
El Dorado Hills, CA 95762

Each party hereto agrees to notify its employees, agents or subsidiaries of any notice given Under this agreement which materially affects the duties of the parties to this agreement. Any changes in the above addresses for notice shall be provided to the other party to this Agreement with five (5) days of such change.

#### 13.0 Severability

In the event that any portion of this agreement is finally determined by a court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed void and the remainder of this agreement shall continue in full force and effect.

#### 14.0 Civil Rights

Consultant agrees to comply with Title VI of Civil Rights Act of 1964 and all requirements imposed pursuant to the regulation of the Department of Health, Education and Welfare (45 C.F.R. Part 80) issued pursuant to that Title, to the end that, no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity from which Federal funds are used in support of the Consultant's activities.

#### 15.0 Miscellaneous

Each party to this agreement acknowledges that no representation, inducement, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any parties, which are not embodied herein, and that no other agreement, statement or promise not contained in this agreement shall be valid or binding.

IN WITNESS HEREOF, we the undersigned, duly authorized representatives of the parties to this agreement hereinabove expressed, have entered into this agreement without reservation and have read the terms herein.

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**Sacramento City Unified School District**

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Gerardo Castillo Chief Business Officer

Date Signed

**Consultant:**

Action Supportive Care Services

1190 Suncast Lane, Suite 5

El Dorado Hills, CA 95762

(916) 933-6901

(916) 939-1959

Email: Yolonda.torrence@actionhomenursing.com

---

Karen Hahn Owner/Administrator

Date Signed



R16-03318

Revised

12-14-15



RAL Communications Corporation
3000F Danville Blvd., Ste 300,
Alamo, CA 94507
toll-free/fax: (888) 959-3282 (888-959-DATA)
www.datainterfacedata.com
EIN: 20-8164200

December 11th, 2015
To: Sacramento City USD
Attn: David Horowitz

Quote #6651rev2 - CWDM SFPs and filters

Table with columns: Part number, Description, Price US\$, Qty, Total US\$. Includes items like SML-40-MD80-47-LCU, SML-40-MD80-31-LCU, SML-40-MD160-31-LCU, SML-40-CH04, and various SFP-7080 and SFP-1080 models.

SFP-1080-C53	SFP transceiver, CWDM 80Km, with DDM functions, 1531nm, dual LC connector	\$1,415.50	2	\$2,831.00
SFP-1080-C59	SFP transceiver, CWDM 80Km, with DDM functions, 1591nm, dual LC connector	\$1,415.50	10	\$14,155.00
SFP-1080-C61	SFP transceiver, CWDM 80Km, with DDM functions, 1611nm, dual LC connector	\$1,415.50	10	\$14,155.00
<b>BIDirectional SFPs</b>				
SFP-7040-WA	SFP transceiver Gigabit 40Km, with DDM, Tx:1310/Rx:1550nm, single LC connector	\$59.85	10	\$598.50
SFP-7040-WB	SFP transceiver Gigabit 40Km, with DDM, Tx:1550/Rx:1310nm, single LC connector	\$69.35	10	\$693.50
SFP-1040-WA	SFP transceiver 10G 40Km, with DDM, Tx:1271/Rx:1331nm, single LC connector	\$527.25	3	\$1,581.75
SFP-1040-WB	SFP transceiver 10G 40Km, with DDM, Tx:1331/Rx:1271nm, single LC connector	\$527.25	3	\$1,581.75
<b>HP compatible SFPs</b>				
SFP-7040-WA	SFP transceiver Gigabit 40Km, with DDM, Tx:1310/Rx:1550nm, single LC connector	\$59.85	2	\$119.70
SFP-7080-C59	SFP 1G transceiver, CWDM 80Km, with DDM functions, 1591nm, dual LC connector	\$104.50	2	\$209.00
SFP-1080-C51	SFP 10G transceiver, CWDM 80Km, with DDM functions, 1511nm, dual LC connector	\$1,698.60	2	\$3,397.20
SFP-1080-C53	SFP 10G transceiver, CWDM 80Km, with DDM functions, 1531nm, dual LC connector	\$1,698.60	2	\$3,397.20
			<b>Total US\$</b>	<b>\$127,293.35</b>

**Remark:**

1. Net30 terms, free UPS Ground shipping.
2. Items can be delivered from stock or in 30 days from order.
3. Quotation is valid for 60 days.
4. All equipment listed comes with a full two years manufacturer warranty.

Radu Matei - development manager  
503 789 8090  
radu.matei@datainterfaces.com



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1b

**Meeting Date:** January 21, 2016

**Subject:** Approve Personnel Transactions

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Human Resource Services

**Recommendation:** Approve Personnel Transactions

**Background/Rationale:** N/A

**Financial Considerations:** N/A

**LCAP Goal(s):** Safe, Clean and Healthy Schools

**Documents Attached:**

1. Certificated Personnel Transactions Dated January 21, 2016
2. Classified Personnel Transactions Dated January 21, 2016

**Estimated Time of Presentation:** N/A

**Submitted by:** Cancy McArn, Chief Human Resources Officer

**Approved by:** José L. Banda, Superintendent

**Attachment 2: CLASSIFIED 1/21/15**

<b>NameLast</b>	<b>NameFirst</b>	<b>JobPerm</b>	<b>JobClass</b>	<b>PrimeSite</b>	<b>BegDate</b>	<b>EndDate</b>	<b>Comment</b>
<b>STATUS CHANGE/RE-ASSIGN</b>							
HANGER	CLAUDIA	A	Occupational Therapist	SPECIAL EDUCATION DEPARTMENT	9/1/2015	6/30/2016	STCHG 9/1/15 1ST PROB
ANJO	CHRISTINE	A	Occupational Therapist	SPECIAL EDUCATION DEPARTMENT	9/1/2015	6/30/2016	STCHG 9/1/15 (PD) FMLA 8/21/14
<b>LEAVES</b>							
BERRINI	RAMONA	A	IEP Desig Inst Para-Sp Ed	SPECIAL EDUCATION DEPARTMENT	12/12/2015	12/29/2015	LOA EXT(PD) 12/12/15- 12/29/15 9/26/15-12/11/15
<b>SEP/RESIGN/RETIRE</b>							
SANCHEZ	MAGDALENA	A	Inst Aid, Spec Ed	DAVID LUBIN ELEMENTARY SCHOOL	9/3/2015	12/31/2015	SEP/RESIGN 12/31/15
MARTINEZ	ANGELINA	A	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	7/1/2015	12/30/2015	SEP/RETIRE EFF 12/30/15
BURKETT	CRUZ	A	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	7/1/2015	12/30/2015	SEP/RETIRE EFF 12/30/15
RENNER	KATHLEEN	A	IEP Desig Inst Para-Sp Ed	SPECIAL EDUCATION DEPARTMENT	7/1/2015	12/30/2015	SEP/RETIRE EFF12/30/15

Attachment 1: CERTIFICATED 1/21/16

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
<b>EMPLOYEE PROB</b>							
BARBEE	DAMOND	A	Teacher, Elementary	EDWARD KEMBLE ELEMENTARY	10/1/2015	6/30/2016	EMPLOY PROB "0" / EFF 10/1/15 (CURRENT SUB)
CROWLEY	JOHN	A	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	11/30/2015	6/30/2016	EMPLOY PROB1 EFF 11/30/15
<b>EMPLOY/RE-EMPLOY</b>							
CHAPMAN	AMANDA	A	Teacher, Parent/Preschool Ad	A.WARREN McCLASKEY ADULT	9/8/2015	6/30/2016	REEMPL PERM 9/8/15
THEODORIDES	ELAINE	A	Teacher, Elementary	HUBERT H BANCROFT ELEMENTARY	12/18/2015	6/30/2016	RTN FR FMLA 12/18/15
<b>STATUS CHANGE</b>							
TOBY	TAMARA	B	Teacher, Parent/Preschool Ad	A.WARREN McCLASKEY ADULT	9/8/2015	6/30/2016	STCHG EMPLOY PROB1 9/8/15
STONE	REBECCA	B	Teacher, Elementary	CAMELLIA BASIC ELEMENTARY	9/3/2015	6/30/2016	STCHG EMPLOY PROB1 9/3/15
HER	NENG	A	Site Instruction Coordinator	ETHEL I. BAKER ELEMENTARY	11/30/2015	6/30/2016	REA/STCHG/TR/WVG EFF 11/30/15
SMITH	ANDREW	A	Teacher, Spec Ed	FERN BACON MIDDLE SCHOOL	7/1/2015	6/30/2016	STCHG 2ND PROB 1/2/13
<b>LEAVES</b>							
BUCKINGHAM	VICTORIA	A	Teacher, Child Development	CHILD DEVELOPMENT PROGRAMS	10/31/2015	6/30/2016	LOA (PD)ADMIN 10/30/15
YANG	JULIA	A	Training Specialist	EQUITY, ACCESS & EXCELLENCE	7/1/2015	6/30/2016	LOA (UNPD) FMLA INTERMITTENT 12/1/15-2/12/16 7/1-6/30/16
ARRIAGA	SHAUNNA	B	Teacher, Spec Ed	WILL C. WOOD MIDDLE SCHOOL	12/1/2015	6/30/2016	LOA (UNPD) INTERMITTENT FMLA 2/1/16-6/30/16
SCHON-GOODMAN	JULIE	A	Teacher, K-8	ROSA PARKS MIDDLE SCHOOL	1/4/2016	1/29/2016	LOA (UNPD)FMLA 1/4/16-1/29/16
SCHON-GOODMAN	JULIE	A	Teacher, K-8	ROSA PARKS MIDDLE SCHOOL	11/30/2015	12/17/2015	LOA AMEND (UNPD)FMLA 11/30-12/17/15 AMEND (UNPD)FMLA 11/30-1/28/16
HA	CHRISTINE	A	Teacher, K-8	ROSA PARKS MIDDLE SCHOOL	11/21/2015	6/30/2016	LOA RTN (PD)FMLA 11/21/15
SCHON-GOODMAN	JULIE	A	Teacher, K-8	ROSA PARKS MIDDLE SCHOOL	12/18/2015	1/3/2016	LOA RTN(UNPD) FMLA 12/18/15 AMEND (UNPD)FMLA 11/30-12/17/15
<b>SEP/RESIGN/RETIRE</b>							
KAWAHARA-MATSUC	LINDA	A	Supervisor, Special Education	SPECIAL EDUCATION DEPARTMENT	7/1/2015	12/31/2015	SEP/RETIRE12/31/15





# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1c

**Meeting Date:** January 21, 2016

**Subject:** Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of October through December, 2015

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Human Resource Services

**Recommendation:** Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of October through December, 2015.

**Background/Rationale:** The Williams Settlement Case and Education Code §35186 states that persons may now use the uniform complaint process to file complaints regarding deficiencies in instructional materials, facility problems, and teacher vacancy or mis-assignment. The District is required to report on these complaints to the Superintendent of the Sacramento County Office of Education. The report must contain the number of complaints by general subject area and the number of resolved and unresolved complaints.

**Financial Considerations:** N/A

**LCAP Goal(s):** Safe, Clean and Healthy Schools

**Documents Attached:**

1. Complaint Report – Attachment A-1

**Estimated Time of Presentation:** N/A

**Submitted by:** Cancy McArn, Chief Human Resources Officer

**Approved by:** José L. Banda, Superintendent

Sacramento City Unified School District  
Complaint Report  
Submitted to the Superintendent  
Sacramento County Office of Education  
Pursuant to Education Code 35186

**October through December, 2015**

<b>Number of Complaints</b>	<b>Instructional Material</b>	<b>Facilities</b>	<b>Teacher Vacancy and Misassignment</b>	<b>CAHSEE</b>	<b>Resolved</b>	<b>Unresolved</b>
0	0	0	0	0	0	0
<b>Total: 0</b>						





# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1d

**Meeting Date:** January 21, 2016

**Subject:** Approve Luther Burbank High School Field Trip to Carson City, Nevada from February 26 to February 27, 2016

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Deputy Superintendent

**Recommendation:** Approve Luther Burbank High School Field Trip to Carson City, Nevada from February 26 to February 27, 2016

**Background/Rationale:** On February 26 through February 27, 2016, students from Luther Burbank High School will travel by bus to Carson City, Nevada to attend the NJROTC Nationals Drill Meet. There will be six chaperones attending with forty-two students.

**Financial Considerations:** There will be no cost to the district. Expenses will be paid by JROTC organization.

**LCAP Goal(s):** College and Career Ready Students

**Documents Attached:**

1. Out of State Field Trip Documents

**Estimated Time of Presentation:** N/A

**Submitted by:** Lisa Allen, Interim Deputy Superintendent  
Chad Sweitzer, Area Assistant Superintendent

**Approved by:** Jose L. Banda, Superintendent

Sacramento City Unified School District  
**FIELD TRIP REQUEST FORM**  
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.  
 School Name Luther Burbank High School Date 12/1/15

Teacher's Name McCarty/Sullivan Room # H9 Telephone # 433-5145  
 Fax # \_\_\_\_\_

Field Trip Destination Carson City, NV

- Local (50 mile radius)     Out-of-Town (Beyond 50 mile radius)     Overnight  
 Out-of-State/Country     Involving Swimming or Wading     Unusual Activities

Route US Route 50 (See attached map)

Educational nature of field trip/excursion NJROTC Field Meet/Drill Meet/Navy Nationals

Depart Date 2/26/16 Time 0530 am/pm    Return Date 2/27/16 Time 2300 am/pm

- TRANSPORTATION** will be provided by:     Walking     School Bus – Contact Transportation Field Trip Office  
 Chartered Bus Company Certified:     yes     no – Check Risk Management Web Site  
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.  
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.  
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.  
 Public Transportation     Train     Commercial Airline     Other: \_\_\_\_\_

Funding Source NJROTC    Financial Assistance Available?     yes     no

Number of students participating: 42

Adult Supervisors/ Drivers:	DRIVER		DRIVER	
1) <u>Mats Jansson</u>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	2) <u>Sue Diaz</u>	<input type="checkbox"/> yes <input type="checkbox"/> no
3) <u>Richard Diaz</u>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	4) <u>Bob Bean</u>	<input type="checkbox"/> yes <input type="checkbox"/> no

Teachers and Staff Attending:

1) <u>William McCarty</u>	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	2) <u>Carrie Sullivan</u>	<input type="checkbox"/> yes <input type="checkbox"/> no
3) _____	<input type="checkbox"/> yes	<input type="checkbox"/> no	4) _____	<input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval \_\_\_\_\_ Date 12/1/15

Risk Management Approval (Unusual Activities) \_\_\_\_\_ Date 1/1/16

Segment Administrator Approval \_\_\_\_\_ Date 1/1/16

- Distribution:** Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:
- Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
  - Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
  - Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
  - Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
  - Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
  - Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

Sacramento City Unified School District  
**OUT-OF-STATE OR OUT-OF-COUNTRY  
 TRAVEL REQUEST**

School Name Luther Burbank High School Date 1 Dec 2015  
 Teacher's Name McCarty Room # H9 Telephone # 433-5145  
 Field Trip Destination Carson City, NV  
 Reason for travel Nationals Drill Meet

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

Attach a detailed itinerary for each day: Attached

Signed William McCarty  
 Teacher

**Approvals:**

<u>[Signature]</u>	<u>12/15/15</u>
Principal	Date
<u>[Signature]</u>	<u>1/11/16</u>
Risk Management Dept.	Date
<u>[Signature]</u>	<u>1-11-16</u>
Segment Administrator	Date
<u>[Signature]</u>	<u>1/12/16</u>
Superintendent	Date

Board Approval Date

TRAVEL REQUEST FORM (ACC-F014)  
Sacramento City Unified School District

<b>Request to Attend:</b> <input checked="" type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	<b>Purpose for Attending:</b> <input type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	<b>Instructions:</b> This form must be completed and received in Accounts Payable at least <b>30 days</b> prior to the proposed trip- <b>60 days</b> if out-of-state.  REQ # _____
---	---	--

School/Department Luther Burbank High School Date Jan 4, 2016  
 Date(s) of Event 02/26-02/27/2016 Location Carson City, NV  
 Event Title (attach brochure) NJROTC National Drill Meet

Purpose\* Attend Drill Meet  
 \*(what value does this activity give students, attendees, staff, department/site or community?) \_\_\_\_\_  
 What Board goal/priority does this travel support? \_\_\_\_\_  
 How will this activity/event be used and shared? \_\_\_\_\_

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
William McCarty	Teacher - ROTC	No	□	
Carrie Sullivan	Teacher - ROTC	No	□	
		No	□	
		No	□	

Additional Attendees Attached

**\*\*IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770**

**Approvals:**

Principal/Department Head \_\_\_\_\_ Date 1/4/16  
 Associate Superintendent/Assistant Superintendent \_\_\_\_\_ Date 1-11-16  
 Deputy Superintendent/CFO (Finance) \_\_\_\_\_ Date 1-11-16  
 Superintendent or Designee \_\_\_\_\_ Date 1/2/16

District cost for all attendees (estimate)

Registration Fee \*\*\* 0.00  
 Meals included? □  
 B  L  D   
 Lodging \_\_\_\_\_  
 Transportation \_\_\_\_\_  
 Meals \_\_\_\_\_  
 Other \_\_\_\_\_  
**TOTAL \$ 0.00**

Categorical Budget Code(s): No cost to our District \$ \_\_\_\_\_  
 General Fund/Unrestricted \$ \_\_\_\_\_

\*\*\*If any meals are included in the cost of registration, how many of each: Breakfast \_\_\_\_\_ Lunch \_\_\_\_\_ Dinner \_\_\_\_\_

**Prepayment Requested:** All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	_____
Hotel	_____
Airfare ****	_____
Car Rental ****	_____



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1e

**Meeting Date:** January 21, 2016

**Subject:** Approve C. K. McClatchy High School Field Trip to the University of Nevada, Las Vegas, Nevada from February 5 to February 8, 2016

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Deputy Superintendent

**Recommendation:** Approve C. K. McClatchy High School Field Trip to University of Nevada, Las Vegas, Nevada from February 5 to February 8, 2016

**Background/Rationale:** On February 5 through February 8, 2016, students from C. K. McClatchy High School will travel by car to University of Nevada, Las Vegas, Nevada to attend a debate tournament. There will be two chaperones attending with six students.

**Financial Considerations:** There will be no cost to the district. Expenses will be paid through parent contribution and fundraising.

**LCAP Goal(s):** College and Career Ready Students

**Documents Attached:**

1. Out of State Field Trip Documents

**Estimated Time of Presentation:** N/A

**Submitted by:** Lisa Allen, Interim Deputy Superintendent  
Mary Hardin Young, Area Assistant Superintendent

**Approved by:** Jose L. Banda, Superintendent

**Sacramento City Unified School District**  
**FIELD TRIP REQUEST FORM**  
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip. See reference distribution section for details concerning each type of trip.  
 School Name C.K. McClatchy H.S. Date November 30, 2015

Teacher's Name Stephen Goldberg Room # \_\_\_\_\_ Telephone #916 551-2194  
 Fax # 916 551-2196

Field Trip Destination University of Nevada Las Vegas

- Local (50 mile radius)  Out-of-Town (Beyond 50 mile radius)  Overnight  
 Out-of-State/Country  Involving Swimming or Wading  Unusual Activities

Route CA-99 to CA-58 to I-15

Educational nature of field trip/excursion Debate tournament

Depart Date 2/5/16 Time 12:00 pm am/pm Return Date 2/8/16 Time 8:00 pm am/pm

- TRANSPORTATION will be provided by:  Walking  School Bus – Contact Transportation Field Trip Office  
 Chartered Bus Company Certified:  yes  no – Check Risk Management Web Site  
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.  
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.  
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.  
 Public Transportation  Train  Commercial Airline  Other: \_\_\_\_\_

Funding Source CKM Debate Boosters Financial Assistance Available?  yes  no

Number of students participating: 6

Adult Supervisors/ Drivers:	DRIVER	DRIVER
1) <u>Betsy Long</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	2) _____ <input type="checkbox"/> yes <input type="checkbox"/> no
3) <u>Thuy Dao</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	4) _____ <input type="checkbox"/> yes <input type="checkbox"/> no

Teachers and Staff Attending:

1) <u>Stephen Goldberg</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	2) _____ <input type="checkbox"/> yes <input type="checkbox"/> no
3) _____	<input type="checkbox"/> yes <input type="checkbox"/> no	4) _____ <input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval [Signature] Date 12/10/15

Risk Management Approval (Unusual Activities) [Signature] Date 1/1/16

Segment Administrator Approval [Signature] Date 1/1/16

**Distribution:** Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

- Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
- Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
- Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management SIX (6) WEEKS prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

*Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator*

Sacramento City Unified School District  
**OUT-OF-STATE OR OUT-OF-COUNTRY  
TRAVEL REQUEST**

School Name CK McClatchy Date November 30, 2015

Teacher's Name Stephen Goldberg Room # \_\_\_\_\_ Telephone # 916-712-0782

Field Trip Destination University of Nevada Las Vegas

Reason for travel Debate tournament

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

Attach a detailed itinerary for each day: \_\_\_\_\_

Signed Stephen Goldberg  
Teacher

Approvals:

[Signature] 12/10/15  
Principal Date

[Signature] 1/10/16  
Risk Management Dept. Date

[Signature] 1/17/16  
Segment Administrator Date

[Signature] 1/21/16  
Superintendent Date

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



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1f

**Meeting Date:** January 21, 2016

**Subject:** Approve Business and Financial Report: Warrants, Checks and Electronic Transfers Issued for the period of November 2015 and December 2015

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Approve attached list of warrants and checks.

**Background/Rationale:** The detailed list of warrants, checks and electronic transfers issued for the period of November 2015 and December 2015 are available for the Board members upon request.

**Financial Considerations:** Normal business items that reflect payments from district funds.

**LCAP Goal(s):** Family and Community Engagement

**Documents Attached:**

1. Warrants, Checks and Electronic Transfers - November 2015
2. Warrants, Checks and Electronic Transfers - December 2015

**Estimated Time:** N/A

**Submitted by:** Gerardo Castillo, CPA, Chief Business Officer  
Amari Watkins, Director, Accounting Services

**Approved by:** José L. Banda, Superintendent



Sacramento City Unified School District  
Warrants, Checks, and Electronic Transfers  
November 2015

<u>Account</u>	<u>Document Numbers</u>	<u>Fund</u>	<u>Amount by Fund</u>	<u>Total by Account</u>
County Accounts Payable Warrants for Operating Expenses	97-324547 - 97-325376	General (01)	\$ 5,545,614.71	
		Charter (09)	\$ 172,412.84	
		Adult Education (11)	\$ 90,101.59	
		Child Development (12)	\$ 9,112.31	
		Cafeteria (13)	\$ 1,089,148.49	
		Building (21)	\$ 474,635.31	
		Developer Fees (25)	\$ 50,461.78	
		Mello Roos Capital Proj (49)	\$ 27.30	
		Self Insurance (67/68)	\$ 754,284.63	
		Retiree Benefits (71)	\$ 22,179.37	
				<u>\$ 8,207,978.33</u>
Alternate Cash Revolving Checks for Emergency Accounts Payable and Payroll	00000802 - 00000877	General (01)	\$ 4,863.00	
		Retiree Benefits (71)	\$ 1,199.22	
		Payroll Revolving (76)	\$ 35,675.75	
				<u>\$ 41,737.97</u>
Payroll and Payroll Vendor Warrants	97788667 - 97789839	General (01)	\$ 1,016,389.37	
		Charter (09)	\$ 35,885.08	
		Adult Education (11)	\$ 15,580.52	
		Child Development (12)	\$ 92,273.12	
		Cafeteria (13)	\$ 105,178.33	
		Retiree Benefits (71)	\$ 3,787.30	
		Payroll Revolving (76)	\$ 2,469,205.86	
				<u>\$ 3,738,299.58</u>
Payroll ACH Direct Deposit	ACH-00934364 - ACH-00940098	General (01)	\$ 12,574,722.98	
		Charter (09)	\$ 459,722.67	
		Adult Education (11)	\$ 201,648.90	
		Child Development (12)	\$ 613,574.55	
		Cafeteria (13)	\$ 360,744.64	
		Building (21)	\$ 59,812.01	
		Self Insurance (67/68)	\$ 12,889.88	
		Retiree Benefits (71)	\$ 22,787.20	
County Wire Transfers for Benefits, Debt Service, and Tax Payments	9700348189 - 9700348207	General (01)	\$ 71,634.40	
		Retiree Benefits (71)	\$ 1,164,747.13	
		Payroll Revolving (76)	\$ 9,584,680.74	
				<u>\$ 10,821,062.27</u>
Cafeteria Daily Sales Transfer to County Account	FS-029610	Cafeteria (13)	\$ 205,872.01	
				<u>\$ 205,872.01</u>
Total Warrants, Checks, and Electronic Transfers				<u>\$ 37,320,852.99</u>

Sacramento City Unified School District  
Warrants, Checks, and Electronic Transfers  
December 2015

<u>Account</u>	<u>Document Numbers</u>	<u>Fund</u>	<u>Amount by Fund</u>	<u>Total by Account</u>
County Accounts Payable Warrants for Operating Expenses	97-325377 - 97-326292	General (01)	\$ 5,756,072.15	<u>\$ 9,503,740.27</u>
		Charter (09)	\$ 58,159.39	
		Adult Education (11)	\$ 47,474.64	
		Child Development (12)	\$ 41,633.64	
		Cafeteria (13)	\$ 1,018,831.72	
		Deferred Maintenance (14)	\$ -	
		Building (21)	\$ 1,436,717.23	
		Developer Fees (25)	\$ 47,733.39	
		Mello Roos Capital Proj (49)	\$ 43,883.46	
		Self Insurance (67/68)	\$ 811,008.94	
		Retiree Benefits (71)	\$ 228,495.46	
		Payroll Revolving (76)	\$ 13,730.25	
Alternate Cash Revolving Checks for Emergency Accounts Payable and Payroll	00000878 - 00000912	General (01)	\$ 1,356.93	<u>\$ 21,525.05</u>
		Retiree Benefits (71)	\$ 1,036.08	
		Payroll Revolving (76)	\$ 19,132.04	
Payroll and Payroll Vendor Warrants	97789840 - 97791062	General (01)	\$ 1,055,769.55	<u>\$ 3,782,001.28</u>
		Charter (09)	\$ 35,756.89	
		Adult Education (11)	\$ 14,991.85	
		Child Development (12)	\$ 89,749.01	
		Cafeteria (13)	\$ 111,654.70	
		Retiree Benefits (71)	\$ 4,198.30	
		Payroll Revolving (76)	\$ 2,469,880.98	
Payroll ACH Direct Deposit	ACH-00940099 - ACH-00946027	General (01)	\$ 12,511,565.54	<u>\$ 14,243,020.18</u>
		Charter (09)	\$ 454,673.42	
		Adult Education (11)	\$ 184,960.11	
		Child Development (12)	\$ 633,693.48	
		Cafeteria (13)	\$ 363,617.08	
		Building (21)	\$ 56,617.47	
		Self Insurance (67/68)	\$ 15,429.49	
		Retiree Benefits (71)	\$ 22,463.59	
County Wire Transfers for Benefits, Debt Service, and Tax Payments	9700348208 - 9700348225	General (01)	\$ 1,009.59	<u>\$ 9,417,955.90</u>
		Retiree Benefits (71)	\$ 1,338,103.19	
		Payroll Revolving (76)	\$ 8,078,843.12	
Total Warrants, Checks, and Electronic Transfers				<u>\$ 36,968,242.68</u>



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1g

**Meeting Date:** January 21, 2016

**Subject:** Approve Annual Adjustment to Bid Threshold per Public Contract Code Section 20111

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Approval of annual adjustment to the bid threshold per Public Contract Code §20111 from \$86,000 to \$87,800.

**Background/Rationale:** Public Contract Code §20111 (d) requires the State Superintendent of Public Instruction to annually adjust the bid threshold amounts on contracts awarded by school districts to reflect the percentage change in the annual average value of the Implicit Price Deflator for State and Local Government Purchases of Goods and Services. Types of contracts subject to the bid threshold include:

1. Purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district.
2. Services, except construction.
3. Repairs, including maintenance.

Effective January 1, 2016 the bid threshold in Public Contract Code §20111(a) is increased to \$87,800.

**Financial Considerations:** Not applicable.

**LCAP Goals(s):** Safe, Clean & Healthy Schools

**Documents Attached:**

1. Limits for the Procurement of Goods and Services

<b>Estimated Time:</b> N/A
<b>Submitted by:</b> Gerardo Castillo, Chief Business Officer Kimberly Teague, Contract Specialist
<b>Approved by:</b> José L. Banda, Superintendent

## Sacramento City Unified School District Limits for the Procurement of Goods and Services

	MULTIPLE SUPPLIERS		PUBLIC CONSTRUCTION PROJECTS
	GOODS	SERVICE	
Requisition Quote	\$250 - \$7,499	\$250 - \$7,499	\$0 - \$7,499
(2) Phone/Fax Quotes	\$7,500 - \$19,999	\$7,500 - \$19,999	\$7,500 - \$19,999
(3) Written Quotes	\$20,000 - \$87,799	\$20,000 - 87,799	\$20,000 - \$45,000
Informal Bidding Public Works (PCC20112)*	-	-	\$45,001- \$175,000
Formal Bidding Labor (PCC20112)*	-	\$87,800	-
Formal Bidding Material & Supplies (PCC20112) & Public Works (PCC22032)*	\$87,800	-	>\$175,000
Limited Specialty Suppliers	None Required	None Required	

### Specialty Suppliers

- Perishable Foods
- Textbooks
- Specific Curriculum
- Single Source
- Utilities
- Sanitation

### Goods

- Arts & Craft Supplies
- Computer Equipment/Supplies
- Classroom Supplies
- Office Equip/ Supplies
- Custodial Equipment/ Supplies
- Sports Equipment
- Furniture
- Vehicles

### Service

- Refrigeration Repair
- Routine/Recurring Work
- Vehicle Repair
- Minor repainting
- Landscape Maint.
- Equipment Maint.

### Public Works

- Construction
- Reconstruction
- Alteration
- Renovation
- Improvement
- Demolition
- Repair Work
- Roofing
- Painting
- Electrical

\* Contracts require Board of Education approval prior to start of work.



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1.h

**Meeting Date:** January 21, 2016

**Subject:** Approve Minutes of the December 10, 2015, Board of Education Meeting

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the December 10, 2015, Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

**LCAP Goal(s):** Family and Community Engagement

**Documents Attached:**

1. Minutes of the December 10, 2015, Board of Education Regular Meeting

<p><b>Estimated Time of Presentation:</b> N/A</p> <p><b>Submitted by:</b> José L. Banda, Superintendent</p> <p><b>Approved by:</b> N/A</p>
--



Putting  
Children  
First

# Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

## Board of Education Members

Darrel Woo, President (Trustee Area 6)  
Christina Pritchett, Vice President (Trustee Area 3)  
Jay Hansen, Second Vice President (Trustee Area 1)  
Ellen Cochrane, (Trustee Area 2)  
Gustavo Arroyo, (Trustee Area 4)  
Diana Rodriguez, (Trustee Area 5)  
Jessie Ryan, (Trustee Area 7)  
Elizabeth Barry, Student Member

Thursday, December 10, 2015

3:00 p.m. Closed Session

6:30 p.m. Open Session

Serna Center

Community Conference Rooms

5735 47<sup>th</sup> Avenue

Sacramento, CA 95824

## **MINUTES**

**2015/16-11**

### **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

*The meeting was called to order at 3:00 p.m. by President Woo, and roll was taken.*

#### *Members Present:*

*President Darrel Woo  
Vice President Christina Pritchett  
Ellen Cochrane  
Diana Rodriguez  
Jessie Ryan*

#### *Members Absent:*

*Gustavo Arroyo (arrived at 3:30 p.m.)  
Second Vice President Jay Hansen*

*A quorum was reached.*

### **ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION**

*No Public Comment was requested at this time on Closed Session items, and the Board retired to Closed Session.*

*The Board came out of Closed Session at 4:40 p.m. to take Public Comment:*

*Nikki Milevsky, President of SCTA, spoke on teacher salary comparisons with other districts and showed slides containing data. She also spoke on recruitment, early contract negotiations, and class size reduction.*

*Stephanie Quigley said that her mother, an educator, would like to relocate from Southern California but could not work for Sacramento City Unified School District as the salary offered is too low.*

*Monica Harvey, a language speech and hearing specialist with the District, thanked the Board for*

speeding up class size reduction and asked the Board to respect teachers for the hard work they do. Melissa Reynoso, a teacher of 23 years at Hubert Bancroft Elementary School, said she has had a good career at the District. She hopes that the District will continue to be good to teachers.

Will Cannady, a teacher at the School of Engineering and Sciences, spoke on the living expenses of new teachers and beginning teacher salaries.

Scott Chase, a District teacher of 27 years, spoke on his accomplishments before teaching. He said that he chose to work at Sacramento City Unified because of the pay and also because, at that time, we were a destination district.

Sara Peschl, a Psychologist in the District, was accompanied by some of her colleagues and spoke on the role of their job and their wages. She spoke of the difficulty in recruiting Psychologists while surrounding districts pay more.

Victoria Carr, a seventh grade teacher at Fern Bacon Middle School, spoke about staffing at her school and her wages.

Joseph Barnett, a long time Math teacher at John Still Middle School, is concerned about his salary and the salaries of the other District teachers. He asked the Board to increase teachers' salaries.

Jack King, a teacher of 27 years at Rosemont High School and union board representative for Special Education, said that there are several things that need to be addressed for the District to improve. He believes the Board can do this over the next five years. He would like to get good teachers hired as soon as possible. He said the way to do this is to move up our calendar start date. He said that all children can learn at the same level, and we have a great administrative group that can get us there, but we need to do something now.

The Board then moved back to Closed Session at 5:05 p.m.

### **3.0 CLOSED SESSION**

*While the Brown Act creates broad public access rights to the meetings of the Board of Education, it also recognizes the legitimate need to conduct some of its meetings outside of the public eye. Closed session meetings are specifically defined and limited in scope. They primarily involve personnel issues, pending litigation, labor negotiations, and real property matters.*

#### *3.1 Government Code 54956.9 - Conference with Legal Counsel – Anticipated Litigation:*

*a) Existing litigation pursuant to subdivision (a) of Government Code section 54956.9 (OAH Case No. 201500268, OAH Case No. 201501421, and OAH Case No. 201508364)*

*b) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9*

*c) Initiation of litigation pursuant to subdivision (d)(4) of Government Code section 54956.9*

#### *3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining CSA, SCTA, SEIU, Teamsters, UPE, Unrepresented Management*

#### *3.3 Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment*

#### *3.4 Education Code section 35146 – The Board will hear staff recommendations on the following student expulsions:*

*a) Expulsion #1, 2015-16*

#### **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

*The meeting was called back to order at 6:44 p.m. by President Woo.*

*Members Present:*

*President Darrel Woo*

*Vice President Christina Pritchett*

*Second Vice President Jay Hansen*

*Gustavo Arroyo*

*Ellen Cochrane*

*Diana Rodriguez*

*Jessie Ryan*

*Student Member Elizabeth Barry*

*Members Absent: Second Vice President Jay Hansen*

*The Pledge of Allegiance was led by Jacob Lee, a Junior from Hiram Johnson High School. A Certificate of Appreciation was presented by Board Member Cochrane.*

#### **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

*Counsel Jerry Behrens reported on three actions taken in Closed Session:*

- 1) the Board, by a vote of 6-0 with Board Member Hansen absent, approved an agreement regarding a Certificated employee*
- 2) the Board, by a vote of 6-0 with Board Member Hansen absent, approved a Special Education agreement (OAH Case No. 2015100268)*
- 3) the Board, by a vote of 5-1 with Member Rodriguez voting no and Board Member Hansen absent, approved a Special Education agreement (OAH Case No. 2015080364)*

#### **6.0 AGENDA ADOPTION**

*President Woo asked for a motion to adopt the agenda. A motion was made to approve by Vice President Pritchett and seconded by Member Arroyo. The Board voted unanimously to adopt the agenda.*

#### **7.0 SPECIAL PRESENTATION**

*7.1 Annual Organizational Meeting of the Board of Education (Darrel Woo)*

*Election of Officers:*

*President Woo nominated Christina Pritchett for President, Jay Hansen for Vice President, and Jessie Ryan for Second Vice President. The nominations were seconded by Vice President Pritchett. There were no further nominations or discussion, and the motion passed unanimously.*

*Newly elected President Pritchett thanked Member Woo for his year and a half of service as Board President and presented him with a plaque. She also recognized Member Rodriguez with a plaque for her presidency in 2012.*

*Past President Woo spoke on his term as President, thanked his fellow Board members, and offered any guidance to President Pritchett that she would like. He then asked for a five minute*



*recess.*

*Public Comment:*

*Alex Visaya welcomed President Pritchett and noted that it has been a long time since there has been a President from Trustee Area 3. He presented her with flowers.*

## **8.0 PUBLIC COMMENT**

*Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.*

*Public Comment:*

*Christy Correa, with Restore the Roar, spoke on the condition of the field at C. K. McClatchy High School. Her daughter, who is a Senior, plays soccer on the field, and she has concerns about this. She invited the Board to come out and see the field.*

*Alex Visaya referred to a packet given to Student Member Barry that will be handed out to the Board later in the evening. He said he would like to discuss the issue (schools in San Francisco) at the workshop tomorrow.*

*Carl Pinkston, with the Black Parallel School Board, thanked the Board for class size reductions in grades K-3. He said the diversity of teaching staff needs to be changed through recruitment of African American and Latino teachers. He also said the calendar start date needs to be moved up for better recruitment efforts and that quality teachers need quality pay. New teachers need grounding in classroom management. He referred to Restorative Justice, Social and Emotional Learning, and Positive Behavioral Intervention and Supports (PBIS).*

*Malcolm Ajayi, a 2009 Sacramento High School graduate, spoke of his volunteer work with the football team at Sacramento High School which began after he graduated from college. He is now working full-time at the school and coaching football. He noted that three high school football teams have made the playoffs: John F. Kennedy, Luther Burbank, and Sacramento High Schools.*

*Elijah Trosclair, a Senior at Sacramento High School, invited the Board, Superintendent, District staff, and the public to attend a basketball tournament the following week at St. HOPE. The event runs from December 19 – 23. He will e-mail each Board member a schedule.*

## **9.0 CONSENT AGENDA**

*Generally routine items are approved by one motion without discussion. The Superintendent or a Board member may request an item be pulled from the consent agenda and voted upon separately.*

### **9.1 Items Subject or Not Subject to Closed Session:**

*9.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Gerardo Castillo, CPA)*

*9.1b Approve Personnel Transactions (Cancy McArn)*

*9.1c Approve C. K. McClatchy High School Field Trip to Gonzaga University in Spokane,*

*Washington on January 7 to January 10, 2016 (Lisa Allen and Mary Hardin Young)*

- 9.1d Approve Staff Recommendations for Expulsion #1, 2015-16 (Lisa Allen and Stephan Brown)*
- 9.1e Approve Resolution No. 2863: Recognition of November 2015 as California Sikh American Awareness and Appreciation Month (Darrel Woo)*
- 9.1f Approve West Campus High School Field Trip to Phoenix, Arizona from December 17 to December 23, 2015 (Lisa Allen and Chad Sweitzer)*
- 9.1g Approve Resolution No. 2864: Developer Fees Report for Fiscal Year Ending June 30, 2015 (Gerardo Castillo, CPA)*
- 9.1h Approve Minutes of the November 5, 2015, Board of Education Meeting (José L. Banda)*

*President Pritchett asked for a motion to adopt the Consent Agenda. A motion was made to approve by Member Ryan and seconded by Member Woo. The Board voted unanimously to adopt the agenda.*

## **10.0 COMMUNICATIONS**

### **10.1 Employee Organization Reports:**

**Information**

- *CSA – No report given.*
- *SCTA – President Nikki Milevsky reported on behalf of SCTA.*
- *SEIU – Ian Arnold reported on behalf of SEIU*
- *Teamsters – No report given.*
- *UPE – President Peter Lambert reported on behalf of UPE.*

### **10.2 District Parent Advisory Committees:**

**Information**

- *Community Advisory Committee – No report given.*
- *District Advisory Council – No report given.*
- *District English Learner Advisory Committee – No report given.*
- *Gifted and Talented Education Advisory Committee – No report given.*
- *Sacramento Council of Parent Teacher Association (PTA) – No report given.*

### **10.3 Superintendent’s Report (José L. Banda)**

**Information**

*Superintendent Banda spoke about the Every Student Succeeds Act (ESSA) signed by President Obama today.*

*This Act replaces No Child Left Behind (NCLB) from 2002. The new act returns much classroom control back to the states and local districts while still maintaining some federal oversight. One of the most controversial aspects of NCLB was the creation of a national system that judged schools based solely on the results from one test and required schools to raise test scores or face escalating penalties. It shifted funding away from block grants that allowed for flexibility. Under ESSA, states will still be required to test students annually in math and reading in grades three through eight and once in high school. Scores will still be publicly reported and broken down by race, income, ethnicity, disability, and whether students are English language learners. The states, however, will decide how to weigh test scores and what to do about the most challenged schools. So instead of two accountability models, federal and state, there will be only one. California has been in the process of creating its model for quite some time, therefore we know that this new model will look at multiple measures of success and will not place as much emphasis on annual standardized testing. We support using multiple measures, and it is an element of our Guide to Success, which is in final stages of development. The new act also eliminates some categorical funding programs in favor of large block grants. This all sounds like a great leap forward, but of course the devil is in the details. So we are still reviewing the legislation which does not go into effect until the 2017-18 school year. We can only assume that we may not have an Adequate Yearly Progress (AYP) and Program Improvement, but Superintendent Banda said he is sure something will take its place. More information will be shared with the Board as ESSA becomes more clear and defined and closer to implementation. He then showed a video about his recent trip to China that he made with approximately 250 educators from all over the country. The purpose of the trip, which was under the College Board, was to visit the school systems there. It was an amazing experience to see the educational system in China and to make contrast and comparisons in one's own mind with what we do here. It illustrated to Superintendent Banda things that we do exceptionally well and also gave ideas for things that we can be looking toward in the future as well. There is much larger scale there, but very well run and efficient. It is clear the Chinese place a high emphasis on education and learning another language. The big focus for the Chinese school system is learning English. In order to prepare our students for a global economy, we need to make sure they know other languages as well. We are very proud of our Chinese Mandarin Immersion programs; we need to make more of those and in other languages also.*

#### *10.4 President's Report (Christina Pritchett)*

**Information**

*President Pritchett thanked the Board for electing her as President. She reported on the California School Board Association (CSBA) annual conference that she attended the first week in December. The entire Board attended this year. She asked all listening to please keep an eye out over the upcoming winter break for any vandalizing of schools and to report any such crime to the number on our District website.*

#### *10.5 Student Member Report (Elizabeth Barry)*

**Information**

*Student Member Barry reported that she also attended the CSBA conference. She went to workshops designed specifically for student board members and also got to attend some workshops with the adults. She learned that we are a very, very large district. She learned about variations on different boards regarding the role of the student board member or members. Student Member Barry said that the experience made her realize that she could be doing a lot more to engage student voice to make sure that all of the approximately 46,000 students in our District are represented.*

*Member Woo said he will be working hard as a member of the Board of Directors for CSBA to lobby legislators for more money for our schools. Monies received in the last couple years have been fantastic, but it only brings us to 2007 levels. CSBA has estimated that in order for schools to still come to parity the shortfall is still about 43 billion dollars. This represents about 35 percent of the State budget, so we are still very far behind. Member Woo also reported that he met about 60 student teachers through an early District recruitment. Superintendent Banda, Chief Human Resources Officer Cancy McArn, and a number of administrators were present to welcome them, provide information on what Sacramento City Unified School District has to offer, and to take early applications.*

*Member Rodriguez also spoke about the CSBA conference. At a California Latino School Board Association luncheon she learned that there is a GPA disparity among high school students in California. For example, a 3.0 GPA in one district is not equal to the same GPA in another district. This is because some districts take other factors into consideration regarding the grade that have nothing to do with academic mastery. The California Latino School Board Association in conjunction with CSBA is working on this issue across all districts in California to ensure that grading parity will be one of the topics of discussion going forward. This affects students when they go to college if they assume that they have earned a better grade than they actually have. Another issue she learned of is math misplacement. Out of all of California, only one third of the students that were of African American and Hispanic descent that took Algebra I and got a B grade or better went on to take higher level math courses. She said that we need to check in our District to make sure such students are enrolled in the next level courses. Lastly, Member Rodriguez mentioned that she and the Superintendent are attending The Youth Cinema Project in Los Angeles next week. They will also be meeting Edward James Olmos. He is an actor and founder of the Latino Film Institute Youth Cinema Project. She made a final comment on the Superintendent's report, noting that the District will not reach the shared goal and value of having children graduate competitively prepared if we have an English-only attitude. We will get there by having more dual language programs. This will take the effort of all partners.*

*Member Cochrane reported that she held a community meeting on Tuesday night at Theodore Judah Elementary School about an Area 2 boundary change that was suggested at the last Board meeting. The community requested that the boundary change be re-addressed. The item will therefore return to the January 7<sup>th</sup> Board meeting agenda. Member Cochrane gave a shout out to Brenda Padilla for her op-ed that was recently printed in the Sacramento Bee which discussed the District's efforts to provide excellent meals for our students. She addressed our recent purchase of non-local product and outlined Sacramento City Unified School District programs to bring fresh, local products to students. When employees write, publish, and give an inside look into what we are doing, it is great because people get to see the great work that the District is doing. Member Cochrane also encouraged all parents that can to attend school tours and think about Open Enrollment. Area 2 has five great elementary schools as well as one multiple grade school, one middle school, one high school, and one adult education facility.*

*Vice President Ryan congratulated President Pritchett and noted that she has worked tirelessly over the past year as Vice President. She also thanked fellow Board members for taking time out of their busy schedules to participate in the CSBA conference, including Student Board Member Barry. She then noted that in her day job at the Campaign for College Opportunity they are consistently advocating for equitable access to public higher education to make sure that more students get into and complete college. They just published a state and national report on access denied, the pipeline into public universities. They found that California now ranks 49<sup>th</sup> in the nation in terms of students directly going into four year universities. In Sacramento, Sacramento City Unified School District is no longer the largest feeder district for California State University, Sacramento. We must do something to buck these troubling trends. Vice President Ryan then recognized the leadership and effort of District staff and our community partners Soil Born Farms and the*

Food Literacy Center for successfully working together to secure a USDA grant in the amount of \$100,000. This grant will serve three schools in Area 7, Ethel I. Baker, Pacific, and Oak Ridge Elementary Schools. We will be doing an expansion of the school garden program and using the piloted curriculum to expand to all school sites throughout the District over the course of the grant. She also reported she has worked with the Studios Project, a repurposing of the Fremont Adult School. The Sacramento Ballet and other non-profit art groups are moving into the space. In exchange, they will be giving the District educational benefits. We have just crafted a Studios Director job description. This means capacity to deliver educational benefits to low-income schools that have had their arts programs decimated. Lastly, she thanked Cathy Allen for her energy and effort that was put into The Fruit Ridge Collaborative. We are now at full capacity at this site with more than 15 non-profits. The Oak Park version of The Nutcracker, free to all student and family participants, will debut on December 21 and run through December 24. Tickets are \$10 each.

## **11.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

~~11.1 SMUD High School Energy Audit Training Project – Energy Efficiency Recommendations for The Met, School of Engineering and Sciences, John F. Kennedy, and West Campus High Schools (Cathy Allen)  
(Item moved to Item 11.2)~~

**Information**

11.1 Monthly Facilities Update (Cathy Allen) (Previously Item 11.2)

**Information**

Chief Operations Officer Cathy Allen gave the monthly Facilities update which tonight was on the Kit Carson International Baccalaureate School Core Academic Renovation Project. A representative from the architectural firm chosen for the project, Lionakis Beaumont, was present along with school Vice Principal Rich Haley. Vice Principal Haley spoke and then introduced art teacher Christine Helweh and community member and parent Michael Minnick who also spoke. The representative from Lionakis Beaumont then spoke and presented. Ms. Allen completed the presentation by going over the three phase timeline and budget. The next update in January will be on West Campus High School.

### **Public Comments:**

Grace Trujillo said that she attended the Kit Carson School meeting in December. She was against the project initially due to traffic concerns, but she is now in support of it.

### **Board Member Comments:**

Member Rodriguez said that this is a beautiful project, and she is pleased to see the additions. She hopes the intended population to be served, however, will not change from the current low income population. She is disappointed that we do not treat all International Baccalaureate (IB) programs equally in the District. She mentioned at the last Board meeting that President Nelsen of California State University, Sacramento, said the students that graduated from the Luther Burbank High School IB program have needed the least amount of remediation. Although the Luther Burbank High School program has been in existence for over 10 years, those students do not have all of the beautiful space being provided to Kit Carson. Member Rodriguez asked Superintendent Banda when Luther Burbank High School will be treated equally. Superintendent Banda said that these are projects that have been in the works for some time and that Kit Carson was before his time. We will however definitely circle back and revisit Luther Burbank High School to see if they have any particular and special needs. Ms. Allen said that Luther Burbank High School is one of nine sites that were identified in

*the bond to receive Core Academic renovation. She is not sure if they are scheduled for 2017, but she will check the schedule. If the site decides, through meetings, that that is what they want to spend their Core Academic renovation funding on, then we will go in that direction. Member Rodriguez said that this is a site that is in dire need. She noted other sites that have great need; Hiram Johnson High School, for example, does not have a decent track and field. She said that we need to start looking at and thinking about which schools need to be elevated up to at least the same level as other schools. She supports the IB program at Kit Carson and wants it there, but at the same time feels we need to think globally around the District.*

*Member Cochran thanked Member Rodriguez for her comments in general, and she agrees. However she does understand that this was specific monies that were put toward Kit Carson. She thanked Ms. Trujillo for her comments and wants to recognize that Kit Carson is a neighborhood school with many children walking there, but is now a destination school. Therefore it is filling out with enrollment both locally and now also with students coming in from out of the area. Member Cochran also thanked the design team for keeping the atmosphere and tone of the school intact along with keeping the inner courtyard intact. She asked if there are any plans for a mural. Ms. Allen said there are no specific plans currently. Member Cochran noted that there is a very large south wall seen when coming in to the school that would be an excellent place to put a mural that represents California history and the multicultural community that goes there. Mr. Minnick said that some students are doing murals of a smaller scale under the direction of Ms. Helweh. He thinks a large mural is a great idea and that the smaller projects could lead into it.*

*Student Member Barry said that she thinks this is very exciting and something that Kit Carson has needed for some time.*

*President Pritchett said that she is really excited about this plan, and she cannot wait to visit the campus once the project is complete to see the final product. She thanked the team for their work.*

*11.2 SMUD High School Energy Audit Training Project – Energy Efficiency  
Recommendations for The Met, School of Engineering and Sciences,  
John F. Kennedy, and West Campus High Schools (Cathy Allen)  
(Previously Item 11.1)*

**Information**

*Chief Operations Officer Cathy Allen began the presentation with our SMUD representative. Presentations, audit findings, and recommendations were then given by the following schools and students: John F. Kennedy High School students May Tan, Valentina Duong, Abraham Fong, Stanley Ou, and Inell Williams; West Campus High School students Carly Wipf, Gracey Holtwarren, Justin Nguyen, Conor Dixon, Mailo Numazu, and Alexis Montonaga; The Met High School students Mia Muscat, William Buelna, Justin Yu, Kieran Garcia, and Micaela Negrete. Ms. Allen noted that a lot of the recommendations are eligible for Proposition 39 dollars, and as we apply each year we do incorporate some of the audit findings.*

*Public Comments:  
None*

*Board Member Comments:  
Member Rodriguez asked one of the students for clarification that switching from T8 to T5 LED bulbs will save money. He verified that is correct and explained other advantages. Member Rodriguez asked Ms. Allen if we now as a District only purchase T5 LED bulbs. Ms. Allen said that any time we have the opportunity to*

change out from T8 to T5 LED bulbs we do so. Sometimes it would require changing the ballast also. Member Rodriguez asked if there is a recycle or rebate program for the T8 bulbs. Ms. Allen said that it actually costs money to dispose of them.

Vice President Ryan commended all the students for coming to present.

Superintendent Banda also commended the group for the project as well as for their focus and enthusiasm.

Student Member Barry said that, as one of the presenting groups is from her high school, she knows how much work goes into the project. She congratulated all the students and said she thinks it is amazing that we are having such a big focus on energy efficiency.

President Pritchett said that she is proud of all the students participating. She asked Ms. Allen if there is a program to keep this project going by reaching out to other schools. Ms. Allen responded along with the SMUD representative that this is the third year of the program. SMUD is funding it through Proposition 39 support services, so there is definitely two more years available.

### 11.3 Approve 2016-2017 Budget Calendar (Gerardo Castillo, CPA)

**Action**

Chief Business Officer Gerardo Castillo explained the process of developing a school district budget. There are specific deadlines that require Board approval. Education Code Section 42127 requires that on or before July 1 of each year the governing Board hold a public hearing and adopt a budget. Mr. Castillo went over the calendared items that will be presented to the Board over the remainder of this school year.

#### Public Comments:

Bob Hammes, of Making Cents Work, suggested a change to the calendar. He noted that the first and second interim reports are large and having them presented and voted on in the same night does not give time for study and/or to ask questions. He suggests that the report be presented and then approved at the following Board meeting.

#### Board Member Comments:

Member Rodriguez noted that things are changing greatly regarding funding from the state with local control. The presentation noted that categoricals still exist that may be sunsetted. Member Rodriguez asked how it is ensured that information is received in a timely manner so that if positions covered by such funding are eliminated personnel can be appropriately notified. Mr. Castillo said that we start when the grant starts; positions that depend on a grant have an end date that coincides with the grant end date. The conversation and focus with the principals starts in January and February during One Stop Staffings. These are meetings between the Budget Department, Human Resources and each school site. Member Rodriguez thanked the folks at Making Cents Work. She also thanked Mr. Castillo for always reaching out to her and the rest of the Board. She clarified that the Board does receive the budget prior to receiving it in their Board packet.

President Pritchett asked for a motion on this Item. Member Woo moved to approve the 2016-2017 budget calendar. Member Arroyo seconded the motion, and it passed unanimously.

11.4 Approve 2015-2016 First Interim Financial Report  
(Gerardo Castillo, CPA)

Conference/Action

Chief Business Officer Gerardo Castillo explained that the goal of their presentation of the first interim financial report is to provide a brief budget update and comply with Education Code Section 42130. Mr. Castillo and Budget Director Michael Smith provided an overview and then went into detail on the first interim report. They explained Education Code 42130, described the first interim summary for the general fund, went over enrollment and average daily attendance analysis, discussed how the District is doing with cash flow, what funding is expected from the state, fund balances, multi-year forecasts, and District fiscal condition.

*Public Comments:*

Bob Hammes, of Making Cents Work, noted that his organization is aware that the Board receives budget information prior to the availability of the Board packet, but that his meaning was that the community does not get very much time to study the documents and engage with their Board members. Regarding the first interim report, his organization appreciates the work that the Budget Department does. They also appreciate the honesty and transparency that is reflected in the documents. They feel that the Board has choices and slightly disagrees with putting so much money into the ending fund balance, as there are many needs that we have now. They feel that money which comes in this year should be spent on the students in the current year. Grace Trujillo congratulated Member Rodriguez for always speaking out. She also thanked Mr. Castillo for bringing out concerns in his presentation. She asked what will happen now that revenue and expenditures are up, yet enrollment is projected to go down.

Angie Sutherland, a parent from Hollywood Park Elementary School, noted that this is a massive budget and that our District is extremely large with a great variety of students and needs. She noted how the budget is intertwined with the Strategic Plan, the LCAP, demographics, and school site needs. She feels we need to think about equity and giving the students and schools what they need. She mentioned school site plans; she has a concern that they are not being put together effectively. She feels representation on school site council should be diverse as it is in the LCAP. She also spoke about the Strategic Plan survey and equity.

President Pritchett asked for a motion to take this Item from Conference to Action. A motion was made by Member Woo and seconded by Member Arroyo. The motion passed unanimously.

*Board Member Comments:*

Member Rodriguez disagreed with public comment regarding the reserve balance. She noted that when the economy went down and our funding went down, the District was able to rely on the reserve balance. The Board has a fiduciary responsibility to ensure that the District's doors stay open. Therefore, one of the key components is to ensure rainy day funds are there to fulfill needs in down times. Thirty-two million dollars to cover one month of payroll is an amount that we should all be focused on and driving toward. The required bare minimum of two percent will only cover 10 days of payroll. She also noted that on several slides throughout the budget we talk about other post employment benefits (OPEB), and what is most alarming is that on slide 14 we now see two lines intersect which means active employees and retirees at 65 meet. This translates into a very big financial burden to the District as we are still responsible for all of those health care benefits. Mr. Castillo agreed saying that it is because we have health care benefits for life. Member Rodriguez also has concern with information on slide 13. This slide shows a significant increase in CalPERS and CalSTRS. She said the District will not be able to absorb the cost if we are not planning for it accordingly. She asked Mr. Castillo to speak on Government Accounting Standards Board (GASB) 68. He explained that this is a new requirement for school districts that says they must record on the books the pension liabilities that the state owns. For example, Sacramento City Unified School District would have to record the liability for CalPERS and CalSTRS. At the next Board meeting, the auditors will probably go over



*this in detail during the audit report presentation in January. Member Rodriguez asked if this could put us in the negative overnight. Mr. Castillo answered that the county and the state do not include these liabilities in the certification process. It does put our statements more in line with the private industry, but at this point in time it does not count against us. This year is the first year that the liability will show on our balance sheet and will show us as in a negative on our books. Member Rodriguez said that it will be a very large negative amount that she will talk about at the next Board meeting. Mr. Castillo also noted that Proposition 30 ends in 2017, which creates a big unknown for us. Member Rodriguez then commented on slide 22. She likes that we are continuing a commitment to fund OPEB and that we will continue to provide updates to the Board, parents, community, and staff.*

*Member Arroyo asked a question about Proposition 30, the reduction of funds, and how we will cope. Mr. Castillo said that Proposition 30 represents 40 million dollars that would be gone in the future. There is uncertainty if the whole amount will be gone or a percentage, but even losing a percentage is significant. And it is only a year and a half away. The way to deal with this is with long term planning and by having adequate reserves. We need to look at our financials, for not just this year and the following year, but for a three to five year range. We are required to present to the Board two years. Having adequate reserves is the way to provide a way to deal with this and to provide a soft landing. Member Arroyo has a concern regarding long term planning when the end of Proposition 30 is only a year and a half from now. He asked what will happen next year at this time when we are looking at 2017-2018 and there is a 40 million dollar shortage to reckon with; politically he does not see the current governor, legislature, or state leadership in favor of the idea of continuing the taxes. He asked what we would cut in this situation. Mr. Castillo said that, as we have done in the past, everything would come to the table and we have to look at everything. Cuts in the past have been very painful, but we focus on trying to keep cuts as far away from the classroom as possible. However, when you cut a custodian, you then have a facility that is not as clean, so is that really far away from the classroom? We focus on maintaining programs, but it will be painful, and the only way to get through is with reserves. Proposition 30 did not really increase our funding; when it passed it was a way to avoid cuts that would have been incurred. It allowed us to maintain where we already were. As Member Woo has said, our purchasing power is back to 2007-2008. So, he would say that everything will be on the table at that point in time. Member Arroyo asked if there will be any offset of funds from the state as the LCFF continues to grow which would supplant some loss, or will there be a net loss of 40 million dollars. Mr. Castillo said that is what we hope. Member Arroyo noted that we will wait another year to figure that out. He asked Mr. Castillo and the Superintendent to start, with conversations in either closed or open session, to consider those scenarios. It is going to be a tremendous day when we have to address this and for fellow Board members that were not sitting on this dais when we were cutting 30 to 40 million dollars on a regular basis for six years straight. It is extremely painful, so he would rather plan as best as possible by looking at different scenarios. He also asked Mr. Castillo to speak about the ending fund balance and to give an explanation. Mr. Castillo said that it has increased over the last couple of years because we have had a lot of one-time funds. For 2017-2018 what is really needed is about 30 to 40 million dollars in the fund balance for planning. Because of the Local Control Funding Formula (LCFF) a lot of the categorical programs changed. The minimum required in the fund balance is just 2 percent, and that is not enough.*

*President Pritchett thanked the presenters and said she is happy to see from the presentation that we are in the black. She agrees with Member Rodriguez and Member Arroyo's comments regarding having more in reserves so that we will be in a better position if drastic cuts must be made.*

*Member Woo congratulated Mr. Castillo for forwarding the First Interim budget to SCOE as positive. This is the second in a row that is positive, and this has not happened in over a decade.*

*President Pritchett asked for a motion to approve this Item; a motion was made by Member Woo and seconded by Member Arroyo. The motion passed unanimously.*

**11.5 Approve 2016-2017 Traditional School Attendance Calendar (Cancy McArn) Conference/Action**

*Chief Human Resources Officer Cancy McArn and Employee Relations Director Cindy Nguyen presented the Item. They asked for Board approval on the 2016-2017 school attendance calendar. It is similar to the current school year calendar with a start date of September 1, which is the Thursday prior to Labor Day. It allows for a full summer to support the implementation of class size reduction of 24 to 1 in K-3. Ms. McArn stated that while we want to continue working to get agreements necessary for a mid-August start for the 2017-2018 school year, tonight the Board is asked for approval based on something similar to this year's calendar.*

*Public Comments:*

*None.*

*Board Member Comments:*

*President Pritchett asked for a motion to move the Item from Conference to Action. A motion was made by Member Cochrane and seconded by Second Vice President Ryan. The motion passed unanimously.*

*Member Rodriguez said that she is very disappointed. We went out and met with community members and did a survey. The survey came back with positive feedback to move the school year up. She feels the community that we serve for the most part would benefit from an elimination of summer learning loss. She heard this at the community meetings and feels the community wants and looks forward to an earlier calendar start date. She is very disappointed that she must now go back to the community and explain that they did not use their time wisely in coming to express their support and concerns.*

*Member Woo said that he agrees with Member Rodriguez entirely, however he is going to move the calendar. Member Cochrane seconded the motion. The motion was approved 5-1 with Member Rodriguez voting no and Vice President Hansen absent.*

**12.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS**

**Receive Information**

**12.1 Business and Financial Information:**

- *Purchase Order Board Report for the Period of October 15, 2015 through November 14, 2015*
- *Enrollment and Attendance Report for Month 2 Ending October 23, 2015*

**12.2 Head Start/Early Head Start Reports**

*The business and financial information reports as well as the Head Start/Early Head Start reports were received by the Board.*

### **13.0 FUTURE BOARD MEETING DATES / LOCATIONS**

- ✓ *December 11, 2015, 5:00 p.m.; Serna Center, 5725 47<sup>th</sup> Avenue, Community Room; Special Board Workshop Meeting*
- ✓ *January 7, 2016, 5:00 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*
- ✓ *January 21, 2016, 4:30 p.m. Closed Session; 6:30 p.m. Open Session; Serna Center, 5735 47<sup>th</sup> Avenue, Community Room; Regular Workshop Meeting*

### **14.0 ADJOURNMENT**

*President Pritchett asked for a motion to adjourn the meeting; a motion was made by student member Elizabeth Barry and seconded by Member Woo. The motion was passed unanimously, and the meeting adjourned at 9:40 p.m.*

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*José L. Banda, Superintendent and Board Secretary*

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# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 8.1i

**Meeting Date:** January 21, 2016

**Subject:** Approve Minutes of the December 11, 2015, Special Board of Education Meeting

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the December 11, 2015, Special Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

**LCAP Goal(s):** Family and Community Engagement

**Documents Attached:**

1. Minutes of the December 11, 2015, Special Board of Education Meeting

<p><b>Estimated Time of Presentation:</b> N/A</p> <p><b>Submitted by:</b> José L. Banda, Superintendent</p> <p><b>Approved by:</b> N/A</p>
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Putting  
Children  
First

# Sacramento City Unified School District BOARD OF EDUCATION SPECIAL MEETING

## Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Jay Hansen, Vice President (Trustee Area 1)  
Jessie Ryan, Second Vice President (Trustee Area 7)  
Ellen Cochrane (Trustee Area 2)  
Gustavo Arroyo (Trustee Area 4)  
Diana Rodriguez (Trustee Area 5)  
Darrel Woo (Trustee Area 6)

Friday, December 11 2015  
5:00 p.m.

Serna Center  
Community Conference Rooms  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824

## **MINUTES** 2015/16-12

### **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

*The meeting was called to order at 5:00 p.m.*

*Members Present: President Pritchett, Second Vice President Ryan, Member Arroyo, Member Cochrane, Member Woo*

*A quorum was reached.*

### **2.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

#### *2.1 Strategic Plan Review (Dr. Al Rogers)*

*Dr. Rogers began the presentation by introducing LCAP/SPSA Coordinator Cathy Morrison and Will Jerrel of Pivot Learning Partners. He went over what will be part of the tonight's conversation, including clarification of our mission, Board guidance on a mission statement, core values, key categories of work, and clarification of the Board's priority deliverables.*

*President Pritchett interjected to allow for Public Comment.*

#### *Public Comment:*

*Alex Visaya stated that he has been working with the Board since 1990 and noted that President Pritchett is the first President from Area 3 since that time. He congratulated her on her presidency. He went on to speak about rights for student education. He asked the Board to hear and listen to what is needed for students. He gave the Board members an article about a school in San Francisco and feels the information would be helpful for students in our District. He spoke about how quickly children learn technology now and has concerns that the next school year calendar is not starting early enough. As Mr. Visaya was the only member of the public present at the workshop, the Board invited him to sit with them.*

*Dr. Rogers then continued with his introduction to the workshop. He spoke about four key categories of*

*work which will be drivers for the LCAP and the Strategic Plan. He stated that priority deliverables will help determine the drivers. Having a work plan in place will allow us to see how everything will unfold over the next five years.*

*Superintendent Banda gave an address on equity to bridge the opportunity gap. He described strategic planning and spoke about the direction we would like to take with our strategic plan. He said that tonight's work with the Board will provide a foundation so that we can move forward as a district. Superintendent Banda said he and staff will be listening closely to the Board's directions and guidance. He discussed equity and Smarter Balanced testing in the District. He said there are differences between the Local Control Accountability Plan and the Strategic Plan, although there should be a lot of overlap.*

*Cathy Morrison spoke on what we have learned so far by going over design team activities which included a needs assessment summary, community meetings, and surveys. She also went over data and themes resulting from community meetings and surveys.*

*Mr. Visaya made a comment that the counselors need to look more deeply into what students are doing in the classroom.*

*Second Vice President Ryan commented on equity and stressed the importance of having equity at the center of all that we do, given the diversity of the District. She feels the Strategic Plan needs to align with the acknowledgement in the Local Control Funding Formula that equity needs to ensure that each subgroup make gains so that we ultimately close the achievement gap.*

*President Woo said that broad recommendations and goals are important, but in order to be effective we want to be more laser-focused on the application so that we can guarantee more successful outcomes.*

*President Pritchett said she is glad we are identifying subgroups on which we can focus, but asked how we will move forward and what is the next process. Dr. Rogers said that is the purpose of tonight, to bring all the information gathered up to this point to the Board so the Board will be in a good position to give direction. He said it may be that some priorities are very clear tonight, and it may be that the Board needs more detail and information on other priorities.*

*Superintendent Banda noted that we are in a collection phase. In order to get to a comprehensive strategic plan with stakeholder involvement, it will be a process. We have used the LCAP model and have been seeking input from the school community, administrators, parents, other stakeholders, and now our Board to be able to finish a collection process. This will get us to define what we want the strategic plan to speak to, and some areas are equity, college and career readiness, and parent and community engagement. We cannot address everything; most strategic plans have three to six goals. Once we determine our goals we decide toward the end of this process what we are going to do to meet the goals.*

*Ms. Morrison said that we will have an implementation plan with a timeline and steps, but the will must be heard and determined first.*

*Second Vice President Ryan spoke about the summary of recommendations and themes that she feels are relevant to inform our direction moving forward. She said the idea of diversity and equity continues and she called out an emphasis on teaching, student supports, and collaboration and partnership. Connected to this is the question of reforming, innovation, and scaling. She feels there is room for reform and change, but she also thinks there is tremendous opportunity for scaling what works. Regarding providing and improving professional learning for staff, she would like to require and standardize what we know works so that all administrators and educators are being given the tools to serve students equitably.*

*Cathy Morrison gave details of their outreach efforts. She noted that, at almost every meeting held, parents of Special Education students attended. She feels that she learned from this phase of engagement that there is a gap here; parents learned of the meeting and saw it as an opportunity to obtain information from and have dialogue with an administrator and/or District staff. She then continued providing information on strategic plan draft survey results and spoke about Public Education Volunteers (PEV).*

*Superintendent Banda asked if the survey indicates if the participant is part of any particular organization. Ms. Morrison said that they would be identified as a community partner only if they wrote that information in.*

*Second Vice President Ryan asked if it is possible to look at each ethnic subgroup and determine by zip code or trustee area where the survey was submitted. Ms. Morrison said that zip code was included in the Spring survey, but not in the latest one. Member Ryan asked that this be included as a standard in the future. She also asked if an incentive could be added to encourage people to finish the survey. Ms. Morrison said that next Thursday she will be at the Foster Families Holiday Night with the survey, and those taking the survey will be given a raffle ticket. She thinks this is a good suggestion to implement District wide.*

*President Pritchett said that, in the recent calendar survey, many schools sent a paper version home with students. In visiting her schools she noted that many of the paper versions were coming back. The schools then sent the paper versions to the District office to input. She asked if this is being offered to schools. Ms. Morrison said yes, many surveys are done on paper.*

*Ms. Morrison continued going over survey results.*

*Member Cochrane asked Ms. Morrison to send each Board member a copy of the e-mail that was sent out to solicit responses so that they can disseminate it to their communities.*

*Second Vice President Ryan asked if the Assistant Superintendents could employ a similar strategy within their school sites.*

*Superintendent Banda commended Ms. Morrison on providing the data and being able to disaggregate it.*

*Will Jarrell of Pivot Learning Partners led the next section of the workshop, which was to envision excellence. Board members were asked to think about what they would like headlines about the District to be five years from now. Responses were collected and discussed.*

*Dr. Rogers said that we need to look at and envision the responses as something that we will make happen. He asked that the Board bring the same energy that was put into the headlines to the next section of the workshop. This section invited the Board to clarify the following commitments:*

- 1) Mission Statement*
- 2) Vision Statement*
- 3) Core Values*
- 4) Categories of Work*
- 5) Priority Deliverables*

*President Pritchett read the current District mission statement. Dr. Rogers asked if this is still the mission or if the Board would like to make changes.*

*Superintendent Banda said it has some great components, but the question is to think back when this was created and see if they still hold true in terms of what we are trying to do with our students. He mentioned a global focus and perhaps aspiring higher in preparing our students.*

*Member Cochrane said that mission statements do not typically give good arrows to follow, and she finds this to be true in the current mission statement. She feels it does not tell her that her mission as a Board member is to enable graduates from this District to pass entrance exams to get into state colleges. She knows this is a detail, but feels the current mission statement is too broad, verbal, and non-specific. She feels being broad makes the mission more difficult to obtain.*

*Superintendent Banda said that all mission statements tend to be broad and are more of an aspiration of what would like to be seen overall. We will flesh the mission statement out later in a document that says what that really means.*

*Member Arroyo said that he would like, in an effort to frame the dialogue, to preface each of the five commitment categories with “what is the purpose of”. The purpose of a mission statement is to give an idea so synthesized in a common statement that, without specifying all the details that go behind it, it gives the point of where we are going. Citing some of Member Cochrane’s comments, he gave an example of “the mission is to win the race” or “be one of top ten finishers” or “win the Olympics”. So it should not be vague, but seen with the proper lens which is, in our case, what is the purpose of a strategic plan. He requests that as the Board looks at all the different components that we identify what is the focus.*

*Second Vice President Ryan agrees with much of Members Cochrane’s and Arroyo’s statements and said perhaps a re-crafting of a mission statement is an exercise that should be done post-Board meeting. Core components of successful mission statements that she has seen are those that capture the essence of the values the district is trying to communicate, inspire the targeted constituencies, and unify stakeholders around the work. She feels the current mission does not do these three things and needs revisiting.*

*Mr. Jerrel spoke about branding and making that brand accessible to constituents through different types of documents to achieve clarity.*

*Member Woo gave the Wikipedia definition of a mission statement and said that based on that definition it appears we have our mission and vision statements switched. He suggested keeping in mind “a simple statement of purpose” regarding the mission statement. He suggested “We are here to prepare and graduate students ready to be productive citizens”. We can then look at pieces in terms of how we prepare students. One example would be by giving them the fundamentals for college and career and do it in a manner that is equitable.*

*Second Vice President Ryan said that she had the same initial reaction to Member Woo’s comments. She had written down the following: Every student graduates prepared to contribute as engaged citizens in a diverse and competitive world.*

*Member Arroyo noted that he had been part of the previous process on this matter, and there is an idea of having a document that is illustrious and eloquent, but on the other side there is the practicality and utility of it. In thinking of the people he deals with on a regular basis, parents, teachers, principals, etc., he brought up the practicality of the mission statement and said the mission statement should reflect the moment in time we are in currently. As we look at needs and feedback from the community, he feels there is a lack of trust and belief that we can do what we are saying we want to do. So he would like to bridge the gap between the lofty goal of what we wish one day we could be and the reality of today so that it gives the document validity. He hopes that the Board keeps it in perspective throughout the dialogue that this document is not just for the*



*Board, Superintendent, Cabinet, and stakeholders in the community, but for students, parents, teachers, and English learners as well. For him, we are a district in transition. We want to be at a certain height, are not there yet, and it will take a process to get there. It can be broken down into phases where we are in stage one and as we progress and improve and fix the culture of the District, customer service, etc., in getting to excellence, we engage parents and students who then become part of the dialogue. They will see improvement happening along with stakeholders, partners, universities, the city, etc., and then everyone starts to believe. Otherwise, it becomes a self-defeating purpose as the goal is so far out there that it is not connecting to the reality of everyday work that needs to be done. Therefore he supports a more modest, realistic approach and feels this fits in more with what Second Vice President Ryan was saying regarding how the message needs to inspire.*

*Dr. Rogers reminded the Board that staff is asking for guidance from the Board as we move forward with the Strategic Plan and asked if this is the language that they want in the Strategic Plan and the LCAP.*

*Member Arroyo said he is not saying that he does not want to make changes now, but is bringing his thoughts out as all are coming up with ideas to help the Superintendent come up with tools he can use, such as how branding was mentioned earlier.*

*Member Cochrane has full confidence in the staff and Superintendent to craft a mission statement and redo current vision and core values based on the suggestions and products that staff bring up. She feels that trying to do this first is putting the cart before the horse. It was her understanding that today's workshop would be to put ideas out so that Dr. Rogers can craft it into a plan that has hard facts within it. She asked for clarification on the process.*

*Superintendent Banda thanked Member Cochrane for pointing that out and for mentioning that we are getting close to the end of the workshop. He noted that another Board member mentioned earlier that perhaps this is something we can do at a later stage. So we are happy to do this. The next phase of this will be to come up with Board priorities and deliverables. All agreed to move to the next phase and circle back to this later.*

*Dr. Rogers then went on to the fifth commitment item, priority deliverable. He asked the Board to list the things that they feel must be done over the next five years. The Board members each gave their items which were recorded and listed all together by Ms. Morrison.*

*Dr. Rogers asked Superintendent Banda if he had any comments and/or guidance on the list. Superintendent Banda said that there are patterns in the list including equity, college and career readiness, and having high quality teachers.*

*Dr. Rogers thanked the Board for the guidance they have given tonight. He said they have been working with the drivers of college and career readiness, operational excellence, family and community empowerment, and safe, clean, and healthy schools. He feels those drivers still work for us, and as they continue with community dialogue they will be looking for community feedback, reaction, commitment, and support to these items.*

*Member Arroyo noted that principals have a good vantage point and a tremendous amount of insight from which they can provide a wealth of information about what is working and what could be improved. He suggests a method be developed by which the Superintendent and staff can more readily get information and ideas from people that are management and other critical positions. Ms. Morrison replied and gave an example of involvement. Dr. Rogers said he agrees, and that the principals are absolutely involved. The Superintendent and Assistant Superintendents regularly engage the principals at the regularly scheduled*

*principals' meetings about this.*

*Member Arroyo asked if, beyond the surveys, there was a way for people to anonymously convey messages. Ms. Morrison responded, and Dr. Rogers said that messages are typically sent to him.*

*Superintendent Banda thanked all that were able to attend the workshop, staff for their work, and the Board for their input. He said that this is a process, that we will be circling back on this, and giving the Board opportunity to take a look at this more as it forms.*

*Member Woo said this was a great workshop, and the more that we can continue to do this and hone down what the strategic plan is, the better it will be for our District.*

*President Pritchett said that she agrees with Member Woo and thanked the staff for their hard work. She looks forward to future meetings.*

#### **4.0 ADJOURNMENT**

*The meeting was adjourned at 7:08 p.m.*

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*José L. Banda, Superintendent*

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# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.1

**Meeting Date:** January 21, 2016

**Subject:** Approve Resolution No. 2866: Designating Floyd Farm Manager

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Department:** Facilities Support Services

**Recommendation:** Board to approve Resolution No. 2866

**Background/Rationale:** The Food Literacy Center has requested the opportunity to partner with the District on the Floyd Farm Project at Leataata Floyd School Site.

The Food Literacy Center focuses on positive reinforcement to celebrate the food kids already eat that are good for them, and then offers them healthy adjustments, like swapping out jelly in a sandwich and replacing with apple slices. They make food literacy fun and approachable by offering hands-on cooking, crafts or science experiments in every lesson.

The District and Food Literacy look forward to a collaborative partnership to develop the Floyd Farm Project.

**Financial Considerations:** N/A

**LCAP GOAL(s):** College and Career Ready Students; Safe, Clean & Healthy Schools; Family and Community Engagement

**Documents Attached:**

1. Resolution No. 2866

<p><b>Estimated Time of Presentation:</b> 5 minutes</p> <p><b>Submitted by:</b> José L. Banda, Superintendent Cathy Allen, Chief Operations Officer</p> <p><b>Approved by:</b> José L. Banda</p>
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**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 2866**

**RESOLUTION DESIGNATING FLOYD FARM MANAGER**

**WHEREAS**, the Sacramento City Unified School District (District), Northwest Land Park, LLC (NWLP), and the City of Sacramento entered into a Memorandum of Understanding (NWLP MOU) in 2012 which, among other provisions, included the construction and financing of the Floyd Farm on the District-owned vacant two and a half-acre parcel adjoining Leataata Floyd Elementary School; and

**WHEREAS**, the District has a need for a manager with expertise and knowledge necessary to manage all aspects of the Floyd Farm for the educational benefit of the students of the District; and

**WHEREAS**, Amber K. Stott has devoted her career to promoting food literacy with many years of nonprofit fund development, management, and marketing experience; and

**WHEREAS**, Ms. Stott is the founder of the Food Literacy Center, a nonprofit 501(c)(3) corporation, whose mission is to teach children cooking and nutrition in order to improve healthy eating habits which has already been provided through her food literacy programs in the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Sacramento City Unified School District Board of Education as follows:

1. Adopts the foregoing recitals as true and correct.
2. Designates the Food Literacy Center to manage the Floyd Farm.
3. Directs District staff to develop a program and management memorandum of understanding for further Board direction and approval.

**PASSED AND ADOPTED** by the Sacramento City Unified School District Board of Education on this \_\_\_\_ day of \_\_\_\_\_, 2016, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

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Christina Pritchett  
President of the Board of Education

ATTESTED TO:

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José L. Banda  
Secretary of the Board of Education



November 30, 2015

Jay Hansen, School Board Member  
Sacramento City Unified School District  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824

Dear Mr. Hansen;

Raley's is proud to support the Food Literacy Center facility proposed at Leataata Floyd Elementary School in the Sacramento City Unified School District. We have committed the funding to support Food Literacy Center's existing after-school programming at Leataata Floyd Elementary.

The Food Literacy Center's mission to "inspire kids to eat their vegetables" is parallel to Raley's vision to *infuse life with health and happiness*. We are honored to work with the Food Literacy Center as they offer students an understanding of the impact food choices make on their overall health. Because students are learning about food literacy in a supportive, interactive, hands-on environment, their enthusiasm for healthy eating will be a life-long passion.

The services provided by the Food Literacy Center are vital to educating the next generation of healthy eaters. The opportunities and insight the new center will offer to elementary school children will be invaluable.

It is our great hope that the Food Literacy Center continues to expand beyond Sacramento. Raley's considers it an honor to work with the Food Literacy Center and would recommend your support for the new Food Literacy Center Facility at Leataata Floyd Elementary School.

Sincerely,

Chelsea Minor  
Director of Public Relations & Public Affairs  
Raley's Family of Fine Stores

CC: Food Literacy Center, Sacramento City Unified School District Board of Directors

**Raley's** BELAIR NOB HILL FOOD SOURCE

500 West Capitol Avenue, West Sacramento, CA 95605-2696 (916) 373-3333 Fax (916) 373-6351



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.2

**Meeting Date:** January 21, 2016

**Subject:** 2016-2017 Budget Update

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Receive for information a review of the Governor's Budget proposal for 2016-2017.

**Background/Rationale:** The budget cycle is an evolutionary process that is refined as new information becomes available. As the district executes the current year budget, the process begins to develop the budget for the next fiscal year. The first event of the new budget cycle is the presentation of the Governor's Proposed Budget that becomes public in January of each year.

**Financial Considerations:** Board review and preparation for actions required to effectively balance the 2016-2017 and 2017-2018 budgets.

**LCAP Goal(s):** Family and Community Engagement

**Documents Attached:**

1. Executive Summary

<p><b>Estimated Time of Presentation:</b> 10 minutes <b>Submitted by:</b> Gerardo Castillo, CPA, Chief Business Officer <b>Approved by:</b> José L. Banda, Superintendent</p>
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# Board of Education Executive Summary

## Business Services

2016-2017 Budget Update

January 21, 2016



### I. OVERVIEW/HISTORY:

The Governor's Budget Proposals for 2016-17 continue the positive theme that has existed over the past three years for public education. As the economy has improved, and been aided by the additional \$8 billion in annual revenues provided by Proposition 30, and repayment of the maintenance factor, Governor Brown has been able to advance his agenda with authority for public education. This is great news for Sacramento City Unified School District (SCUSD), especially since SCUSD has been in a budget reduction mode since the 2002-03 school year. From 2002-03 to 2013-14, the district has reduced expenditures, enhanced revenues, or used one-time funds for a total of \$150 million dollars to maintain balanced budgets. Last year (2014-15) was the first year in several years that SCUSD did not incur reductions, and the first time since 2007-08 that positive certification was presented to Sacramento County Office of Education.

The continuing shortfall of previous years was caused primarily by a reduction in state funding with contributing factors of increased employee costs and declining enrollment. California LEA's experienced a significant reduction in revenue limit dollars in that the revenue limit was up to a deficit of 22.272%. The Governor clearly acknowledged that the growth in education budget was warranted largely because of the fact that the cuts to education were much deeper than other areas of the State Budget. The Governor's effort to restore funding to public education is greatly appreciated.

Budget reductions have been made to all employee groups, supplies, services, utilities, and capital outlay. Decisions considered "away from the classroom" were made many years ago. Recent budget savings include increasing class sizes, reducing central office staff, the reduction or elimination of many Tier III programs such as Adult Education, Arts and Music block grant, deferred maintenance, reduced staffing at school sites, and the implementation of furlough days.

With the release of the Governor's Proposed Budget for the 2016-2017 fiscal year we are hopeful that we can continue the recovery process that SCUSD started in 2014-15 including full implementation of K-3 reduction for 2016-17, but because previous years cuts were so severe, it will take several years. Key points of the Governor's Budget are provided below:

- The Governor is careful to point out that education funding has grown by 51% over the past five years. As we know, the property taxes have gone up faster than the education funding increases in recent years, so even though the increases have been large, they have been funded by growth in property taxes, not the state General Fund.

# Board of Education Executive Summary

## Business Services

2016-2017 Budget Update

January 21, 2016



- The Governor took great pains to explain the relationship between state revenues, particularly capital gains revenues, and ongoing state expenditures. He asserted that even a moderate recession could quickly produce huge deficits in the State Budget. As a result, the Governor plans to make major additions to the Rainy Day Fund.
- The Budget tells state-funded agencies to prepare for the next downturn, builds state-level reserves, but leaves local school districts without relief on the reserve policy.
- The Budget proposes a Proposition 98 guarantee of \$71.6 billion, an increase of \$2.4 billion, or 3.5%, of additional funding allocated through the Local Control Funding Formula (LCFF), an average increase of \$368 per-pupil over the level provided in 2015-16
- Reminder: LCFF is designed to distribute additional funds to all school districts over time, but with particular emphasis on improving the level of support for English Learners, Foster Youth, and students in poverty. The implementation plan for LCFF continues to assume that it will be fully funded by 2020-21. However, in only three years it has reached 95% of the targeted funding levels.
- The Department of Finance staff estimates that the additional funding proposed in the budget will eliminate 49.08% (compare to 35.55% at 1<sup>st</sup> interim) of the remaining gap between the 2016-2017 funding level and the LCFF funding target for each school district.
- The Governor's Budget Proposal includes \$1.2 billion for discretionary one-time Proposition 98 funding to further investments in the implementation of Common Core, professional development, induction programs for beginning teachers, and deferred maintenance. The allocation amounts to about \$214 per ADA (\$8.1 million for SCUSD).
- The Governor's Budget contains \$365.4 million for energy efficiency project grants from Proposition 39 for K-12 agencies (i.e., school districts, COEs, state specials schools, and charter schools).
- Budget proposes a cost-of-living adjustment (COLA) of .47%, estimated \$2.50 per ADA, for categorical programs outside the LCFF, including Special Education, Child Nutrition, American Indian Education Centers, and the American Indian Early Childhood Education Program.
- Federal Education Programs have the same level of funding or small increases.
- 2015-16 and 2016-17 fiscal years, school districts are required to contribute the lesser of 3% of the total General Fund expenditures towards Routine Restricted Maintenance or the amount deposited in 2014-15.
- 2017-18 and 2019-20 fiscal years, school districts are required to contribute the greater of 2% of the total General Fund expenditures or the lesser of 3% of the total general fund expenditures towards Routine Restricted Maintenance or the amount deposited in 2014-15.
- 2020-21 and beyond at least 3% of the total General Fund expenditures towards Routine Restricted Maintenance.



# Board of Education Executive Summary

## Business Services

2016-2017 Budget Update

January 21, 2016



- Employer costs for retirement benefits for both the California State Teachers' Retirement System (CalSTRS) and California Public Employees' Retirement System (CalPERS) are projected to nearly double over the next several years.
  - CalSTRS - From 8.25% in 2013-14 to 19.1% in 2020-21
  - CalPERS – From 11.442% in 2013-14 to 20.4% in 2020-21
- No new funding to address the increased district costs for retirement and no new funding for transportation.
- Proposition 30 taxes are temporary:
  - They expire completely by 2018.
  - Governor Jerry Brown has made it clear that he does not support extending them.

Overall, a very good State Budget for public education, funding is however only part of the equation. Declining enrollment, increased operating expenses and uncertain future state resources are the key issues facing the Sacramento City Unified School District. The development of future budgets will be influenced by external variables such as the State Budget and enrollment changes. Internal factors of compensation and number of employees must be commensurate with the number of students. Sacramento City Unified School District must think long term and be vigilant in monitoring all expenditures to avoid fiscal distress.

## II. DRIVING GOVERNANCE:

- Education Code section 42130 requires the Superintendent to submit two Interim Reports to the Board of Education during each fiscal year. The first report shall cover the financial and budgetary status of the district for the period ending October 31. The second report shall cover the period ending January 31. All reports required shall be in a format or on forms prescribed by the Superintendent of Public Instruction.
- Education Code section 42131 requires the Board of Education to certify, in writing, whether the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the future fiscal year. Certifications shall be based on the Board's assessment of the district budget. Certifications shall be classified as positive, qualified or negative. This education code section also outlines the role of the County Office of Education.
- Education Code Sections 44919, 44951 and 44955 require school districts to provide notice on or before March 15<sup>th</sup> to certificated employees who are designated for layoff for the subsequent year. The final decision for layoff must occur before May 15<sup>th</sup>.

# Board of Education Executive Summary

## Business Services

2016-2017 Budget Update

January 21, 2016



- Education Code Sections 45114, 45115, 45117, 45298 and 45308 require school districts to provide not less than 45 days' notice to classified employees of a layoff.
- Education Code section 42127 requires the Governing Board of each school district to adopt a budget on or before July 1. The budget to be adopted shall be prepared in accordance with Education Code section 42126. The adopted budget shall be submitted to the County Office of Education. The County Office of Education determines if the district will be able to meet its financial obligations during the fiscal year and ensures a financial plan that will enable the district to satisfy its multiyear financial commitments.

### III. BUDGET:

Budget projections remain extremely fluid at this point in terms of the budget process. The Governor's Budget Proposals do not mark the end of the Budget cycle—they mark the beginning. The Legislature will have a lot to say about the Governor's priorities, especially with all the new revenues streaming in. This would be the third year in a row that the Governor has made public education his highest priority. In his press conference announcing his Budget, the Governor made the valid point that education took more than its fair share of reductions during the last recession. The Legislature will push for improvements in other areas of the Budget, as they did the last couple of years. The Governor will again be tested, but he has proven that he can stand his ground.

Staff attended the Budget Conference on January 13<sup>th</sup> and is still reviewing the details.

### IV. GOALS, OBJECTIVES AND MEASURES:

Maintain a balanced budget for 2015-2016 and continue to follow the timeline to ensure a balanced 2016-2017 and 2017-18 budget.

### V. MAJOR INITIATIVES:

- Support implementation of LCFF and the LCAP process.
- Fiscal stability for 2016-17, 2017-2018 and outlying years.
- Focus expenditures to provide the best possible academic outcome.

# Board of Education Executive Summary

## Business Services

2016-2017 Budget Update

January 21, 2016



### VI. RESULTS:

Required Board actions will take place in order to ensure a balanced Adopted Budget is in place on or before July 1, 2016.

### VII. LESSONS LEARNED/NEXT STEPS:

- Follow the approved calendar with adjustments made as necessary.
- Continue to monitor the state budget and its impact on the district finances.
- Meet and communicate with bargaining unit partners.
- Continue to provide updates to the board, parents, community and staff



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.3

**Meeting Date:** January 21, 2016

**Subject:** Monthly Facilities Update

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Department:** Facilities Support Services

**Recommendation:** N/A

**Background/Rationale:** At the request of the SCUSD Board of Education, Facilities Support Services will present a monthly project update. These monthly updates will provide the Board and the Community an opportunity to hear about the improvements being accomplished throughout the District. Tonight’s presentation will feature an update on the status of the Bond funds and projects to date.

**Financial Considerations:** N/A

**LCAP GOAL (s):** College and Career Ready Students; Safe, Clean & Healthy Schools; Family and Community Engagement

**Documents Attached:**

- 1. Executive Summary

<p><b>Estimated Time of Presentation:</b> 30 minute presentation</p> <p><b>Submitted by:</b> José L. Banda, Superintendent Cathy Allen, Chief Operations Officer Facilities Support Services</p> <p><b>Approved by:</b> José L. Banda</p>
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# Board of Education Executive Summary

## Facilities Support Services

Monthly Facilities Update

January 21, 2016



### I. OVERVIEW / HISTORY

The Facilities Support Services Department continues its aggressive construction program utilizing funds from Measures Q and R, Emergency Repair Program (ERP) funding, Deferred Maintenance, Community Facilities Districts (CFD's) and, occasionally, other state, local and/or federal funding sources.

These monthly updates will provide the Board and the Community an opportunity to hear about the improvements being accomplished throughout the District.

Tonight's presentation will feature an update on the status of the Bond funds and projects to date.

### II. DRIVING GOVERNANCE

- BP 7000 Facilities
- BP 7111 Evaluating Existing Facilities
- BP 7110 Facilities
- BP 3111 Business and Non-instructional Operations
- BP 7210 Facilities
- AR 7110 Facilities

### III. BUDGET

General Obligation bonds, Deferred Maintenance, CFD's, ERP and other state, local and/or federal dollars.

### IV. GOALS, OBJECTIVES, AND MEASURES

Honor the commitment to the District's taxpayers by identifying and completing work in a timely manner authorized by the voters in General Obligation bonds; continue implementation of the work identified in both the District's Sustainable Facilities Master Plan and the Five-Year Deferred Maintenance Plan; adhere to the regulations mandated by the State for projects approved under the Emergency Repair Program; to submit Energy Expenditures, defined by California Energy Commission guidelines, for the approval of projects funding through Proposition 39, the California Clean Energy Jobs Act; and to actively seek out and apply for any state funding available.

# Board of Education Executive Summary

## Facilities Support Services

Monthly Facilities Update  
January 21, 2016



### V. MAJOR INITIATIVES

Continue progress on projects identified in the Sustainable Facilities Master Plan.  
Continue progress on projects identified in the District's Five-Year Deferred Maintenance Plan.

### VI. RESULTS

The District is implementing a long-term plan to fund and implement approved projects.

### VII. LESSONS LEARNED/NEXT STEPS

- Web-site outreach to site staff to be expanded to community.
- Update community and board as needed.



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.4

**Meeting Date:** January 21, 2016

**Subject:** 2016 Board Committee Assignments.

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Department:** Board of Education.

**Recommendation:** N/A

**Background/Rationale:** The Board of Education has ad hoc committees with Board members appointed to each committee annually. There are also other District committees in which Board members serve as liaisons. The ad hoc committee appointments of 2015 ended December 31, 2015.

**Financial Considerations:** N/A

**Documents Attached:**

None

<p><b>Estimated Time of Presentation:</b> 5 minutes <b>Submitted by:</b> Christina Pritchett, Board President <b>Approved by:</b> José L. Banda, Superintendent</p>
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# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1

**Meeting Date:** January 21, 2016

**Subject:** Business and Financial Information

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Business Services

**Recommendation:** Receive business and financial information.

**Background/Rationale:**

- Purchase Order Board for the Period of November 15, 2015 through December 14, 2015
- Report on Contracts within the Expenditure Limitations Specified in Section PCC 20111 for November 1, 2015 through December 31, 2015

**Financial Considerations:** Reflects standard business information.

**LCAP Goal(s):** Family and Community Engagement; College and Career Ready Students

**Documents Attached:**

1. Purchase Order Board for the Period of November 15, 2015 through December 14, 2015
2. Report on Contracts within the Expenditure Limitations Specified in Section PCC 20111 for November 1, 2015 through December 31, 2015

**Estimated Time:** N/A

**Submitted by:** Gerardo Castillo, CPA, Chief Business Officer

**Approved by:** José L. Banda, Superintendent



## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B16-00642	MOORE MEDICAL CORP ACCT 171864 7	HEALTH OFFICE SUPPLIES	ALBERT EINSTEIN MIDDLE SCHOOL	01	1,000.00
B16-00709	RISO PRODUCTS OF SACRAMENTO	2015-2016 Riso Lease	GEO WASHINGTON CARVER	09	2,500.00
B16-00710	SCHOOL SPECIALTY EDUCATION DAN A MCADAMS TERRITORY MGR	SUPPLEMENTAL SUPPLIES FROM SCHOOL SPECIALTY	ISADOR COHEN ELEMENTARY SCHOOL	01	1,500.00
B16-00711	Marisa Vallejo	FEDERAL PROPORTIONMENT 2015-16	SPECIAL EDUCATION DEPARTMENT	01	1,406.00
B16-00712	SIGNATURE REPROGRAPHICS	0043-404 C.P. HUNTINGTON FA	FACILITIES SUPPORT SERVICES	21	250.00
B16-00713	SIGNATURE REPROGRAPHICS	0110-413-0222 ETHEL PHILLIPS WIND/DOOR/FL	FACILITIES SUPPORT SERVICES	01	150.00
B16-00714	SIGNATURE REPROGRAPHICS	0445-410-0201 JOHN STILL ROOFING VARIOUS	FACILITIES SUPPORT SERVICES	01	604.88
B16-00715	SIGNATURE REPROGRAPHICS	0122-412-0172 FRUITRIDGE CEILING TILES	FACILITIES SUPPORT SERVICES	01	400.00
B16-00716	SIGNATURE REPROGRAPHICS	0122-405-0135 FRUITRIDGE OTHER/CEILING	FACILITIES SUPPORT SERVICES	01	500.00
B16-00717	Samantha Marcantonio	FEDERAL PROPORTIONMENT 2015-16	SPECIAL EDUCATION DEPARTMENT	01	1,406.00
B16-00718	US FOODSERVICE	FY15 BEFORE-SCHOOL CULINARY PROGRAM SUPPLIES	JOHN F. KENNEDY HIGH SCHOOL	01	5,000.00
B16-00719	Roofing Supply Group Sacto	MATERIALS FOR ROOFERS	FACILITIES MAINTENANCE	01	1,500.00
B16-00720	APPLIED LANDSCAPE MAT INC	PLAYGROUND FIBER/BARK FOR SITES AS NEEDED	BUILDINGS & GROUNDS/OPERATIONS	01	10,000.00
B16-00721	GENERAL PRODUCE	FFVP GRANT (J.STILL ELEM/CESAR CHAVEZ)	NUTRITION SERVICES DEPARTMENT	13	30,000.00
B16-00722	HOME DEPOT CREDIT SERVICES	GARDEN PROJECT MATERIALS (VOC-ED)	SPECIAL EDUCATION DEPARTMENT	01	1,200.00
B16-00723	MOONLIGHT CLEANERS	WAWF - NJROTC UNIFORM CLEANING	LUTHER BURBANK HIGH SCHOOL	01	10,000.00
B16-00724	MICHELLE FOJAS URIEL FOJAS	FEDERAL PROPORTIONMENT 2014-15	SPECIAL EDUCATION DEPARTMENT	01	1,406.00
B16-00725	MW BATES SAFETY CONSULTANT LLC	OPACITY TESTING - M W BATES SAFETY	TRANSPORTATION SERVICES	01	10,000.00
B16-00726	SIGNATURE REPROGRAPHICS	VARIOUS SIGNATURE REQUEST INVOICE	FACILITIES SUPPORT SERVICES	01	500.00
B16-00727	Antaira Technologies, LLC	MATERIALS AS NEEDED FOR ELECTRONICS SHOP	FACILITIES MAINTENANCE	01	3,000.00
B16-00728	AIR FILTER SUPPLY	HVAC SUPPLIES FOR CHARTER, CLOSED, AND ADULT SITES	FACILITIES MAINTENANCE	01	6,510.00
CHB16-00358	RAY MORGAN/SCUSD	CANON COPIER CONTRACT 2015-16	PACIFIC ELEMENTARY SCHOOL	01	6,000.00
CHB16-00359	U S BANK/SCUSD	CAL CARD ACCOUNT 4246-0446-0003-3439	RISK MANAGEMENT	01	592.31

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ESCAPE ONLINE

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
CS16-00231	GLORIA MELCHOR DBA GLORIA'S IN TERPRETING SVCS	TRANSLATORS-BACK TO SCHOOL NIGHT & APTT	CAMELLIA BASIC ELEMENTARY	01	2,100.00
CS16-00232	AMS.NET INC	MCAFFEE SOFTWARE RENEWAL, 2015-16	INFORMATION SERVICES	01	69,339.10
CS16-00233	CITY OF SACRAMENTO	AFTER SCHOOL PASSAGES PROGRAM	YOUTH DEVELOPMENT	01	105,000.00
CS16-00234	CA DESIGN WEST ARCHITECTS INC	0110-412-0214 ETHEL PHILLIPS AC PAVING/CONCRETE	FACILITIES SUPPORT SERVICES	01	127,984.32
CS16-00235	RAINFORTH GRAU ARCHITECTS	704-0415 CAL MS NEW HVAC & LIGHTING	FACILITIES SUPPORT SERVICES	01	290,880.00
CS16-00236	PEBBLE CREEK LABS INC KELLY YO UNG	PROF STAFF DEVELOPMENT SERVICES CONTRACT - 2015-16	JOHN F. KENNEDY HIGH SCHOOL	01	32,000.00
CS16-00237	NATIONAL ANALYTICAL LAB INC	0272-405-0154 PARKWAY MP WATER DAMAGE	FACILITIES SUPPORT SERVICES	01	4,122.00
CS16-00238	SAN JOAQUIN COUNTY OFFICE OF E DUCATION	SEIS RENEWAL (1 YEAR 2015-16)	SPECIAL EDUCATION DEPARTMENT	01	29,045.00
CS16-00239	Brian LaTour LaTour Music Stu dio	BRIAN LATOUR	GEO WASHINGTON CARVER	09	10,000.00
CS16-00240	EDUTRAINERS INC	CONSULTING SERVICES	BG CHACON ACADEMY	09	7,500.00
CS16-00241	FRANKLIN COVEY CLIENT SALES IN C.	THE LEADER IN ME TRAINING/ FRANKLINCOVEY	SUTTERVILLE ELEMENTARY SCHOOL	01	5,950.00
CS16-00242	SACRAMENTO PERFORMING ARTS	VIOLIN CLASS- SACRAMEMTO PERFORMING ARTS	WILLIAM LAND ELEMENTARY	01	1,000.00
CS16-00243	B&B LOCATING, INC.	0122-415-0242 FRUITRIDGE PVING,PLYGROUND	FACILITIES SUPPORT SERVICES	01	7,700.00
CS16-00244	FOCUS ON FAMILY FOUNDATION	FAMILY EMPOWERMENT WORKSHOPS	YOUTH DEVELOPMENT	01	15,000.00
CS16-00245	WARREN CONSULTING ENG INC	0229-410-0204 MARK HOPKINS PLYGRND DRN	FACILITIES SUPPORT SERVICES	01	2,800.00
CS16-00246	B&B LOCATING, INC.	0530-412-0202 LUTHER BURBANK CONCRETE 2015-16	FACILITIES SUPPORT SERVICES	01	16,000.00
CS16-00247	B&B LOCATING, INC.	0265-410-0191 OAK RIDGE AC PVING RPLC	FACILITIES SUPPORT SERVICES	01	2,900.00
CS16-00248	WALLACE KUHL AND ASSOC INC	0122-414-0241 FRUIT RIDGE PVING FRONT DRN	FACILITIES SUPPORT SERVICES	01	1,000.00
CS16-00249	WARREN CONSULTING ENG INC	0269-411-0237 PACIFIC AC PVING RPLC.	FACILITIES SUPPORT SERVICES	01	5,000.00
CS16-00250	WALLACE KUHL AND ASSOC INC	0122-421-0243 FRUIT RIDGE KINDER & S. PRKING	FACILITIES SUPPORT SERVICES	01	1,000.00
CS16-00251	GREAT VALLEY DESIGN, INC	0594-423 AW MCCLASKEY HARVESTING (GREEN)	FACILITIES SUPPORT SERVICES	21	1,733.00
CS16-00252	NATIONAL ANALYTICAL LAB INC	0183-413-0231 JOSEPH BONN. WNDW SYSTM	FACILITIES SUPPORT SERVICES	01	730.00
CS16-00253	SCIENTIFIC LEARNING CORP	reading assistant renewal agreemnt	MARK TWAIN ELEMENTARY SCHOOL	01	1,100.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
CS16-00254	WARREN CONSULTING ENG INC	0114-412-0257 FREEPORT AC PAVING/CONCRETE	FACILITIES SUPPORT SERVICES	01	5,000.00
CS16-00255	STERICYCLE INC	15-16 SCHOOL YEAR STERICYCLE CONTRACT	HEALTH SERVICES	01	1,690.32
CS16-00256	WARREN CONSULTING ENG INC	0024-411-0220 BOWLING GREEN DRY/CNCRTE RPLCE	FACILITIES SUPPORT SERVICES	01	8,000.00
CS16-00257	SOCIAL JUSTICE LEARNING INST	MLA/FAMILY LIT/STAFF TRAINING	YOUTH DEVELOPMENT	01	12,500.00
CS16-00258	FRIENDS OF THE ARTS COMMISSION	Friends of the Arts Commission MOU	ACADEMIC OFFICE	01	21,160.00
CS16-00259	GLORIA MELCHOR DBA GLORIA'S IN TERPRETING SVCS	TRANSLATION FOR PARENT MEETINGS	ETHEL I. BAKER ELEMENTARY	01	412.50
CS16-00260	WALLACE KUHL AND ASSOC INC	0122-415-0242 FRUIT RIDGE PAVING (PLYGRND DRAIN)	FACILITIES SUPPORT SERVICES	01	3,000.00
CS16-00261	GREAT VALLEY DESIGN, INC	0010-423 AM WINN OUTDOOR LEARNING SPC	FACILITIES SUPPORT SERVICES	21	2,118.00
CS16-00262	GREAT VALLEY DESIGN, INC	0525-402 JFK IRR CNTLLR, RAIN WATER	FACILITIES SUPPORT SERVICES	21	3,638.00
CS16-00263	BROOKE PURVES	COLLEGE MENTORING- LAW ACADEMY	HIRAM W. JOHNSON HIGH SCHOOL	01	2,600.00
CS16-00264	WEST ED	CAL HEALTHLY KIDS SURVEY	INTEGRATED COMMUNITY SERVICES	01	100.00
CS16-00265	RIZE ALL	SUPPLEMENTAL CONTRACTORS	YOUTH DEVELOPMENT	01	10,000.00
CS16-00266	COUNTY OF SACRAMENTO	0040-405-0127 CLAYTON B. WIRE PLYFIELD STRM DRNAGE	FACILITIES SUPPORT SERVICES	01	5,724.42
CS16-00267	WARREN CONSULTING ENG INC	0265-410-0191 OAK RIDGE AC PAVING	FACILITIES SUPPORT SERVICES	01	3,000.00
CS16-00268	WARREN CONSULTING ENG INC	0550-410-0176 SAC HS PAVILION GYM CONC REPLACE	FACILITIES SUPPORT SERVICES	01	3,000.00
CS16-00269	WALLACE KUHL AND ASSOC INC	0530-411-0199 LUTHER BURBANK ASPHALT	FACILITIES SUPPORT SERVICES	01	4,250.00
CS16-00270	WALLACE KUHL AND ASSOC INC	0024-411-0220 BWLING GRN MCCOY DRY ROT/CNCRT	FACILITIES SUPPORT SERVICES	01	3,000.00
CS16-00271	HMC ARCHITECTS	0108-411-0192 ETHEL BAKER DOOR HDWE REPLACEMENT	FACILITIES SUPPORT SERVICES	01	3,957.00
CS16-00272	HYON KYE	MUSIC ENRICHMENT PROGRAM	WILLIAM LAND ELEMENTARY	01	802.50
CS16-00273	LIONAKIS	0450-411-0218 KIT CARSON ROOF	FACILITIES SUPPORT SERVICES	01	53,148.00
CS16-00274	ACCELERATED LITERACY LEARNING ATTN: SUSAN RADLEY BROWN	ACCELERATED LITERACY LEARNING - QRIS	CHILD DEVELOPMENT PROGRAMS	12	6,400.00
CS16-00275	LIONAKIS	0450-422 KIT CARSON NEW HVAC-ENTIRE CAMPUS	FACILITIES SUPPORT SERVICES	01	106,656.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
CS16-00276	TODD VICTOR JEST IN TIME	EDUCATIONAL PROGRAM	GOLDEN EMPIRE ELEMENTARY	01	620.00
CS16-00277	DANNIS WOLIVER KELLEY	FRONT END DOCUMENTS	FACILITIES SUPPORT SERVICES	01	1,900.00
CS16-00278	HANCOCK PARK & DELONG INC	FACILITY CONSULTING SERVICES	FACILITIES SUPPORT SERVICES	01	700.00
CS16-00279	CONDITIONS FOR LEARNING	CONDITIONS FOR LEARNING	LEATAATA FLOYD ELEMENTARY	01	9,500.00
CS16-00280	CA DESIGN WEST ARCHITECTS INC	0110-413-0222 ETHEL PHILLIPS WNDOW/DOOR/FLR	FACILITIES SUPPORT SERVICES	01	6,361.23
CS16-00281	SCHOOL INNOVATIONS & ADVOCACY	SIA PROGRAM ADVISORY AND COMPLIANCE SA	BUSINESS SERVICES	01	53,550.00
CS16-00282	B&B LOCATING, INC.	0269-411-0237 PACIFIC AC PAVING	FACILITIES SUPPORT SERVICES	01	2,900.00
CS16-00283	TARGET EXCELLENCE PROGRAM	SUPPLEMENTAL CONTRACTOR	YOUTH DEVELOPMENT	01	32,000.00
P16-01449	Buell Recreation, LLC	REPLACE PLAYGROUND EQUIP @ ELDER CREEK	FACILITIES MAINTENANCE	01	4,458.27
P16-01776	U S BANK/SCUSD	AMAZON BOOKS FOR CLASSROOM	WEST CAMPUS	01	400.43
P16-01809	U S BANK/SCUSD	SQUARE:CASH DRAWER / RECEIPT PRINTER	HIRAM W. JOHNSON HIGH SCHOOL	01	790.66
P16-01814	COTTON SHOPPE	SHIRTS FOR STAFF	ROSEMONT HIGH SCHOOL	01	214.87
P16-01815	RISO PRODUCTS OF SACRAMENTO	RISO MASTERS & INK	ELDER CREEK ELEMENTARY SCHOOL	01	436.17
P16-01816	REALLY GOOD STUFF	15-16 CHAIR POCKETS	EDWARD KEMBLE ELEMENTARY	01	239.06
P16-01817	SUPPLY WORKS	GLOVES/CLEANER FOR PHI CENTER	SPECIAL EDUCATION DEPARTMENT	01	456.77
P16-01818	SUPPLY WORKS	MASTERS SUPPLY ORDER 15-16 COHEN I.	ISADOR COHEN ELEMENTARY SCHOOL	01	971.57
P16-01819	SUPPLY WORKS	WIPES FOR CLASS (TEVES)	SPECIAL EDUCATION DEPARTMENT	01	40.81
P16-01820	Dept#40306 ASR-SACRAMENTO UNIFORMS	UNIFORM FOR CJA	JOHN F. KENNEDY HIGH SCHOOL	01	19.44
P16-01821	NORTHSTAR AV	EPSON ELPLP 78 PROJECTION LAMPS	JOHN F. KENNEDY HIGH SCHOOL	01	212.66
P16-01822	ULINE ATTN ACCOUNTS RECEIVABLE	Packing Supplies	LIBRARY/TEXTBOOK SERVICES	01	55.30
P16-01823	ULINE ATTN ACCOUNTS RECEIVABLE	MATS FOR ENTRANCES/RESTROOMS	WILLIAM LAND ELEMENTARY	01	1,943.93
P16-01824	AMERICAN MOBILE SHREDDING INC	SHREDDING OF SENSITIVE DOCUMENTS	ROSEMONT HIGH SCHOOL	01	530.00
P16-01825	AURORA ENVIRONMENTAL SERVICES	PRE-INSPECTION FOR HAZARDOUS WASTE MATERIALS	JOHN F. KENNEDY HIGH SCHOOL	01	3,696.00
P16-01826	BEA TURNAGE	COURT REPORTING RESALE	NEW SKILLS & BUSINESS ED. CTR	11	440.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01827	CENTRAL VALLEY OFFICE SUPPLY	4600 HP PRINTER REPAIR	CHILD DEVELOPMENT PROGRAMS	12	323.60
P16-01828	DEMCO INC #C16027	LABEL PROTECTORS FOR LIBRARY BOOKS	WILL C. WOOD MIDDLE SCHOOL	01	132.83
P16-01829	DEMCO INC #C16027	Library Processing Supplies	LIBRARY/TEXTBOOK SERVICES	01	134.21
P16-01830	U S BANK/SCUSD	REPLACEMENT PART FOR PRINTER TRAY (OFFICE MANAGER)	JOHN F. KENNEDY HIGH SCHOOL	01	22.07
P16-01831	RISO PRODUCTS OF SACRAMENTO	RISO INK AND MASTERS; SAVED \$108	ALBERT EINSTEIN MIDDLE SCHOOL	01	670.68
P16-01832	OFFICE DEPOT ACCT. #89574939	VGA cord	MULTILINGUAL EDUCATION DEPT.	01	88.95
P16-01833	PRECISION DATA PRODUCTS	SCANTRON FORMS/SUPPLIES FOR BILINGUAL CLASSES	ROSEMONT HIGH SCHOOL	01	371.56
P16-01834	WOODWIND AND BRASSWIND	MUSIC SUPPLIES. BID# EF11022015014	ROSEMONT HIGH SCHOOL	01	425.98
P16-01835	PELLETS INC	materials for Trailblazers	MULTILINGUAL EDUCATION DEPT.	01	265.45
P16-01836	OFFICE DEPOT ACCT. #89574939	CLASSROOM SUPPLIES - BLUE DIAMOND FUNDS	CHILD DEVELOPMENT PROGRAMS	12	101.57
P16-01837	U S BANK/SCUSD	FULLCOMPASS.COM/LOUDS PEAKER	LEATAATA FLOYD ELEMENTARY	01	347.20
P16-01838	GBC GENERAL BINDING CORP ACCO BRANDS USA LLC	2015-16 LAMINATOR MAINTENANCE AGREEMENT	SUSAN B. ANTHONY ELEMENTARY	01	452.00
P16-01839	HARLAND TECHNOLOGY SERVICES	SCANTRON MAINTENANCE	ALBERT EINSTEIN MIDDLE SCHOOL	01	620.00
P16-01840	RISO PRODUCTS OF SACRAMENTO	PAY FOR SERVICE AGREEMENTE 1732 79709797	JOHN BIDWELL ELEMENTARY	01	84.50
P16-01841	RISO PRODUCTS OF SACRAMENTO	Riso Contract #CONT006361-08	ROSA PARKS MIDDLE SCHOOL	01	376.00
P16-01842	SACRAMENTO URBAN DEBATE LEAGUE	MEMBERSHIP DUES FOR SPEECH & DEBATE	ROSEMONT HIGH SCHOOL	01	100.00
P16-01843	INFINITE CAMPUS INC	MULTI-LANGUAGE EDITOR FOR INFINTE CAMPUS	INFORMATION SERVICES	01	875.00
P16-01844	U S BANK/SCUSD	Cords for LCD Projectors	MULTILINGUAL EDUCATION DEPT.	01	11.39
P16-01845	U S BANK/SCUSD	ID PRINTER RIBBON AND SUPPLIES	NEW SKILLS & BUSINESS ED. CTR	11	394.67
P16-01846	U S BANK/SCUSD	PURCHASING REPLACEMENT LAMPS FOR SMARTBOARDS	NEW TECH	09	93.07
P16-01847	U S BANK/SCUSD	Book for TS/ELD	MULTILINGUAL EDUCATION DEPT.	01	346.07
P16-01848	INTEGRATED FOOD SERVICE	4954 MEATBALLS/TACO MEAT 11/12/15	NUTRITION SERVICES DEPARTMENT	13	14,773.30

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01849	U S BANK/SCUSD	materials for Trailblazers	MULTILINGUAL EDUCATION DEPT.	01	338.90
P16-01850	OFFICE DEPOT ACCT. #89574939	25 PORTABLE CD PLAYER - LAURI MAYFIELD	CHILD DEVELOPMENT PROGRAMS	12	956.70
P16-01851	OFFICE DEPOT ACCT. #89574939	CHAIR FOR COUNSELOR/REMETA	CAPITAL CITY SCHOOL	01	331.99
P16-01852	OFFICE DEPOT ACCT. #89574939	OFFICE DEPOT - PRINTER STANDS	CHILD DEVELOPMENT PROGRAMS	12	171.84
P16-01853	OFFICE DEPOT ACCT. #89574939	CABINET - PATTI & RICHARD CONN	CHILD DEVELOPMENT PROGRAMS	12	604.33
P16-01854	OFFICE DEPOT ACCT. #89574939	PRINTER TONER (PHI CTR)	SPECIAL EDUCATION DEPARTMENT	01	2,707.43
P16-01855	DISCOUNT SCHOOL SUPPLY FILE #7 3847	EHS HOME VISIT SUPPLIES - LEE VANG	CHILD DEVELOPMENT PROGRAMS	12	206.18
P16-01856	DISCOUNT SCHOOL SUPPLY FILE #7 3847	CLASS SUPPLIES - TERRI KOHNKE	CHILD DEVELOPMENT PROGRAMS	12	123.68
P16-01857	DISCOUNT SCHOOL SUPPLY FILE #7 3847	ST CLASS SUPPLIES - CHONG VANG	CHILD DEVELOPMENT PROGRAMS	12	149.61
P16-01858	FIRST BOOK	FIRST BOOK NATIONAL BOOK	NICHOLAS ELEMENTARY SCHOOL	01	648.00
P16-01859	CONSTRUCTIVE PLAYTHINGS LLC	ST CLASS SUPPLIES - TERRI KOHNKE	CHILD DEVELOPMENT PROGRAMS	12	78.09
P16-01860	KAPLAN EARLY LEARNING COMPANY ACCT. #630500	HS/ST CLASS SUPLIES - TERRI KOHNKE	CHILD DEVELOPMENT PROGRAMS	12	90.92
P16-01861	FOLKMANIS PUPPETS	PUPPETS STORY TIME/NEGO \$270 OFF - PURCH SVS.	CHILD DEVELOPMENT PROGRAMS	12	2,493.03
P16-01862	BARNES & NOBLE BOOKSTORE	HARD BOUND BOOKS FOR CHILD DEV CLASSROOMS	CHILD DEVELOPMENT PROGRAMS	12	3,557.28
P16-01863	BARNES & NOBLE BOOKSTORE	LITERATURE BOOK FOR ENGLISH DEPARTMENT	ROSEMONT HIGH SCHOOL	01	312.09
P16-01864	HOUGHTON MIFFLIN HARCOURT	CK McClatchy Chemistry Online Access Renewal	CURRICULUM & PROF DEVELOP	01	4,680.00
P16-01865	SCHOLASTIC, INC. ORDER DESK	BOOKS FOR THAO'S LIBRARY ISBN 0547328613	CESAR CHAVEZ INTERMEDIATE	01	204.60
P16-01866	U S BANK/SCUSD	AMC MATH CONTEST/REGISTRATION	JOHN F. KENNEDY HIGH SCHOOL	01	223.04
P16-01867	FOLLETT SCHOOL SOLUTIONS	BOOK/ FIRST 100 DAYS/DISCOUNT NEGO-\$100 OFF PURCH	DEPUTY SUPERINTENDENT	01	649.93
P16-01868	U S BANK/SCUSD	SCIENCE OF ENER G KIT FOR ESEA PATHWAY/ROSEMONT HS/	ACADEMIC ACHIEVEMENT	01	355.50
P16-01869	AMS.NET INC	LIGHTSPEED WEB FILTERING AND REPORTING	INFORMATION SERVICES	01	60,000.00
P16-01870	NorCal Ovenworks Inc	GRILL OVENS, CART/SUPPLIES CULINARY ARTS PROGRAM	CAREER & TECHNICAL PREPARATION	01	4,336.34
P16-01871	Terri D Singleton	CATERING FOR SCIENCE SAFETY TRAINING	RISK MANAGEMENT	01	1,867.50

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01872	OFFICE DEPOT ACCT. #89574939	CLASS SUPPLIES - JUDI POWELL, RM D8	CHILD DEVELOPMENT PROGRAMS	12	100.84
P16-01873	OFFICE DEPOT ACCT. #89574939	BOOKSHELVES FOR YOUTH DEVELOPMENT MLA PROGRAM	YOUTH DEVELOPMENT	01	250.62
P16-01874	OFFICE DEPOT ACCT. #89574939	FILE CABINET (HARKNESS)	SPECIAL EDUCATION DEPARTMENT	01	68.34
P16-01875	OFFICE DEPOT ACCT. #89574939	FILE CABINET PURCHASE	SUCCESS ACADEMY	01	260.39
P16-01876	OFFICE DEPOT ACCT. #89574939	REPLACEMENT PRINTER (CPH)	SPECIAL EDUCATION DEPARTMENT	01	340.14
P16-01877	OFFICE DEPOT ACCT. #89574939	BOOKSHELF FOR CLASSROOM	WILLIAM LAND ELEMENTARY	01	364.54
P16-01878	LABYRINTH LEARNING	ADMIN PROGRAM - RESALE	NEW SKILLS & BUSINESS ED. CTR	11	7,584.93
P16-01879	JUNIOR LIBRARY GUILD	JUNIOR LIBRARY GUILD SUBSCRIPTION	ROSEMONT HIGH SCHOOL	01	1,392.00
P16-01880	CLASSROOM SUPPLY MART	PENCILS - ASSORTED	WILLIAM LAND ELEMENTARY	01	348.25
P16-01881	BILL SMITH PHOTOGRAPHY	STUDENT I.D. CARDS	LUTHER BURBANK HIGH SCHOOL	01	5,206.59
P16-01882	GOODHEART-WILLCOX PUBLISHER	HVAC	NEW SKILLS & BUSINESS ED. CTR	11	2,610.17
P16-01883	DISCOUNT SCHOOL SUPPLY FILE #7 3847	STUDENT THERAPY ITEM (ANJO)	SPECIAL EDUCATION DEPARTMENT	01	31.89
P16-01884	JOSTENS INC	Jostens Invoice 17727401	HEALTH PROFESSIONS HIGH SCHOOL	01	181.87
P16-01885	COUNTY OF SACRAMENTO ENVIRONMENTAL MANAGEMENT	ADMIN/CNTY OF SAC ENVIRON MGMT DEPT-HAZERDOUS MAT	NEW SKILLS & BUSINESS ED. CTR	11	1,428.00
P16-01886	TASTY BRANDS LLC	4973 SANDWICHES 12/1/15	NUTRITION SERVICES DEPARTMENT	13	16,737.60
P16-01887	INTEGRATED FOOD SERVICE	4955 SANDS/MTBALLS/TACO MT 11/30/15	NUTRITION SERVICES DEPARTMENT	13	26,300.65
P16-01888	INTEGRATED FOOD SERVICE	4956 SANDS/MTBALLS/TACO MT 1/13/16	NUTRITION SERVICES DEPARTMENT	13	20,075.65
P16-01889	INTEGRATED FOOD SERVICE	4957 SANDWICHES/TACO MEAT 2/3/16	NUTRITION SERVICES DEPARTMENT	13	15,898.75
P16-01890	TASTY BRANDS LLC	4976 SANDWICHES 1/11/16	NUTRITION SERVICES DEPARTMENT	13	19,221.80
P16-01891	TASTY BRANDS LLC	4977 SANDWICHES 1/29/16	NUTRITION SERVICES DEPARTMENT	13	20,572.80
P16-01892	TASTY BRANDS LLC	4978 SANDWICHES 2/9/16	NUTRITION SERVICES DEPARTMENT	13	19,962.20
P16-01893	LAND O LAKES INC	4979 CHEESE CUPS 12/16/15	NUTRITION SERVICES DEPARTMENT	13	8,568.00
P16-01894	LAND O LAKES INC	4980 CHEESE CUPS 1/6/16	NUTRITION SERVICES DEPARTMENT	13	6,426.00
P16-01895	Bake Crafters Food Company	4981 TRKY CHSE CROISSANTS 1/7/16	NUTRITION SERVICES DEPARTMENT	13	12,916.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01896	Bake Crafters Food Company	4982 TRKY CHSE CROISSANTS 1/27/16	NUTRITION SERVICES DEPARTMENT	13	12,916.00
P16-01897	THE POPCORN MAN	4983 RAISELS 1/7/16	NUTRITION SERVICES DEPARTMENT	13	6,608.00
P16-01898	SAC CITY MIDDLE SCHOOL ATHLETIC LEAGUE	BASKETBALL LEAGUE FEES 2015-2016	WILL C. WOOD MIDDLE SCHOOL	01	1,100.00
P16-01899	SAC CITY MIDDLE SCHOOL ATHLETIC LEAGUE	basketball league fees	JOHN H. STILL - K-8	01	1,100.00
P16-01901	FERN BACON STUDENT ACTIVITIES ATTN: SHELLY KIRKLAND	STUDENT ACTIVITIES FOR OI STUDENTS-ROTARY GRANT	FERN BACON MIDDLE SCHOOL	01	660.00
P16-01902	Samantha Marcantonio	FEDERAL PROPORTIONMENT 2014-15	SPECIAL EDUCATION DEPARTMENT	01	1,406.00
P16-01903	SUTTER MIDDLE SCHOOL ATTN DAVI D RODRIGUEZ	2015-2016 BASKETBALL LEAGUE FEES	GENEVIEVE DIDION ELEMENTARY	01	1,100.00
P16-01904	CITY OF SACRAMENTO REVENUE DIVISION	CAPITAL CITY - SIDEWALK REPAIRS	FACILITIES MAINTENANCE	01	871.14
P16-01905	CITY OF SACRAMENTO REVENUE DIVISION	H.W. HARKNESS - SIDEWALK REPAIRS	FACILITIES MAINTENANCE	01	2,026.89
P16-01906	SUTTER MIDDLE SCHOOL	2015 SUTTER MINERS CHRISTMAS CLASSIC	GENEVIEVE DIDION ELEMENTARY	01	350.00
P16-01907	SACRAMENTO COUNTY OFFICE OF ED FINANCIAL SERVICES	NORTHERN CA SUP'S ANNUAL MEMBERSHIP 15-16	SUPERINTENDENT'S OFFICE	01	500.00
P16-01908	ERIC CHAPMAN	REIMBURSEMENT/ERIC CHAPMAN PRINCIPAL	LEATAATA FLOYD ELEMENTARY	01	810.68
P16-01909	ROBERT PRIESTLEY	TREAT AS CONFIRMING	SAM BRANNAN MIDDLE SCHOOL	01	64.19
P16-01910	ROSALVA CARRILLO	COMPUTER SPEAKERS FOR STUDENTS TO HEAR.	CALEB GREENWOOD ELEMENTARY	01	444.28
P16-01911	STEVEN HAINSWORTH	Payment for PSAT to College Board for PSAT Charge	HEALTH PROFESSIONS HIGH SCHOOL	01	32.00
P16-01912	JOE SUN & COMPANY	LAW ACADEMY UNIFORMS	HIRAM W. JOHNSON HIGH SCHOOL	01	1,961.51
P16-01913	JOSTENS INC	Josten Invoice 17566216	HEALTH PROFESSIONS HIGH SCHOOL	01	406.98
P16-01914	JOSTENS INC	Jostens Invoice 17727402	HEALTH PROFESSIONS HIGH SCHOOL	01	53.07
P16-01915	CDRR Investors, Inc RSG Roofing Supply Group	MATERIALS NEEDED FOR MAINTENANCE SHOP ROOF	FACILITIES MAINTENANCE	14	11,811.19
P16-01916	NCRA MEMBERSHIP RENEWAL CENTER	ACCREDITATION REQUIREMENT / COURT REPORTING PROGRAM	NEW SKILLS & BUSINESS ED. CTR	11	160.00
P16-01917	WIREMAN FENCE PRODUCTS	GARDEN FENCING- JAMBA JUICE	NICHOLAS ELEMENTARY SCHOOL	01	2,133.47
P16-01918	LEHR AUTO ELECTRIC INC	MAINTENANCE & OPERATIONS VEHICLE PARTS	FACILITIES MAINTENANCE	01	2,830.69
P16-01919	U S BANK/SCUSD	REPLACEMENT REFRIGERATOR	PURCHASING SERVICES	01	182.53

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01920	SCHOLASTIC, INC. ORDER DESK	SCHOLASTIC NEW BOOK ORDER	LEONARDO da VINCI ELEMENTARY	01	154.50
P16-01921	PEARSON CLINICAL ASSESSMENT OR DERING DEPARTMENT	NNAT2 PRE ID LABELS AND SCORING	GIFTED AND TALENTED EDUCATION	01	34,796.63
P16-01922	WOLTERS KLUWER HEALTH	NURSING PROGRAM	NEW SKILLS & BUSINESS ED. CTR	11	3,238.43
P16-01923	THE BOOKSOURCE	BOOKS FOR CLASSROOMS IN CHILD DEVELOPMENT	CHILD DEVELOPMENT PROGRAMS	12	5,670.21
P16-01924	TOUT ABOUT TOYS INC	PLAYGROUP TOYS FOR THE AGES 0-3 CLASSROOMS	CHILD DEVELOPMENT PROGRAMS	12	560.12
P16-01925	PEARSON CLINICAL ASSESSMENT OR DERING DEPARTMENT	DAS-II PSYCH ASSESSMENT MTRLS	SPECIAL EDUCATION DEPARTMENT	01	539.36
P16-01926	U S BANK/SCUSD	LOCKBOXES FOR NURSES - CHIA CHA	CHILD DEVELOPMENT PROGRAMS	12	723.46
P16-01927	Bestway Sandwiches Inc	4988 BURRITOS 12/4/15	NUTRITION SERVICES DEPARTMENT	13	11,952.00
P16-01928	STATE OF CA FOOD DISTRIBUTION	4986 FRZN OJ 11/30/2015	NUTRITION SERVICES DEPARTMENT	13	1,820.00
P16-01929	STATE OF CA FOOD DISTRIBUTION	4998 FRZN OJ 12/14/2015	NUTRITION SERVICES DEPARTMENT	13	1,820.00
P16-01930	INTERMOUNTAIN LOCK AND SECURITY SUPPLY	LOCKSMITH MATERIALS	FACILITIES MAINTENANCE	01	11,952.13
P16-01931	PACE SUPPLY	MATERIALS NEEDED FOR JOHN BIDWELL ES	FACILITIES MAINTENANCE	01	2,328.41
P16-01932	PCMG PC MALL GOV	LCD CART	ELDER CREEK ELEMENTARY SCHOOL	01	693.30
P16-01933	ZAJIC APPLIANCE SERVICE, INC	ZAJIC REFRIGERATOR FOR AMERICAN LEGION I/T	CHILD DEVELOPMENT PROGRAMS	12	644.67
P16-01934	ZAJIC APPLIANCE SERVICE, INC	ZAJIC REFRIGERATOR LEATAATA FLOYD PRESCHOOL	CHILD DEVELOPMENT PROGRAMS	12	644.67
P16-01935	ZONAR SYSTEMS INC	VAN/TRUCK GPS HARDWARE & INSTALL	NUTRITION SERVICES DEPARTMENT	13	15,876.06
P16-01936	ZONAR SYSTEMS INC	VAN/TRUCK GPS SERVICE & ACTIVATION	NUTRITION SERVICES DEPARTMENT	13	16,897.44
P16-01937	VIATRON SYSTEMS INC	APPLICATION XTENDER MAINT CONTRACT FOR VIATRON	INFORMATION SERVICES	01	12,077.00
P16-01938	Schoology Inc	Schoology Learning Management System	THE MET	09	7,500.00
P16-01939	RAYMOND GEDDES & COMPANY INC	STUDENT ATTENDANCE/BEHAVIOR SUPPLIES	WILLIAM LAND ELEMENTARY	01	459.91
P16-01940	PRO ED PUBLISHING	DP-3 PSYCH ASSESSMENT MTRLS	SPECIAL EDUCATION DEPARTMENT	01	867.60
P16-01941	BEA TURNAGE	COURT REPORTING FOR RESALE	NEW SKILLS & BUSINESS ED. CTR	11	640.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01942	ASSOCIATED STUDENTS INC. CSU-S ACRAMENTO	MEN'S LEADERSHIP CHALLENGE	YOUTH DEVELOPMENT	01	4,320.00
P16-01943	S.A. PRODUCTS CO	SUPPER PROGRAM WIRE RACKS/DOLLIES	NUTRITION SERVICES DEPARTMENT	13	8,064.26
P16-01944	PAULA HANZEL	SNACKS COLLEGES IN ATTENDANCE/ANNUAL COLLEGE FAIR	ACADEMIC ACHIEVEMENT	01	1,469.14
P16-01945	TROXELL COMMUNICATIONS INC ATT N: BILL PITZNER	AUDIO/VISUAL CLASSROOM ENHANCEMENT	KIT CARSON MIDDLE SCHOOL	01	1,399.65
P16-01946	Apple Inc Apple Financial Services	POWER CORDS FOR MAC BOOK AIR	CAPITAL CITY SCHOOL	01	857.15
P16-01947	Apple Inc Apple Financial Services	MACBOOK AIR 13- IN	JOHN F. KENNEDY HIGH SCHOOL	01	4,130.66
P16-01948	Apple Inc Apple Financial Services	INSTRUCTIONAL SUPPORT	CESAR CHAVEZ INTERMEDIATE	01	2,539.83
P16-01949	Apple Inc Apple Financial Services	15-16 MACBOOK AIRS	EDWARD KEMBLE ELEMENTARY	01	3,741.40
P16-01950	Apple Inc Apple Financial Services	APPLE	GEO WASHINGTON CARVER	09	45,435.78
P16-01951	Apple Inc Apple Financial Services	IPAD PRO - JOE STYMEIST	CAREER & TECHNICAL PREPARATION	01	1,380.75
P16-01952	CDW-G C/O PAT HEIN	CDW TECH CATALOG DOWN LOADABLE	INTEGRATED COMMUNITY SERVICES	01	113.56
P16-01953	CDW-G C/O PAT HEIN	VGA ADAPTER - PATTI L, DENISE A, VALERIE W	CHILD DEVELOPMENT PROGRAMS	12	169.42
P16-01954	ESCAPE TECHNOLOGY INC	ESCAPE - ADDITIONAL PROFESIONAL SERVICES	BUSINESS SERVICES	01	1,250.00
P16-01955	B & H PHOTO	MEDIA EQUIPMENT FOR SCHOOL	SUTTER MIDDLE SCHOOL	01	6,861.52
P16-01956	SUPPLY WORKS	CLEANING MTRL'S FOR SCHOOL OPENING	WASHINGTON ELEMENTARY SCHOOL	01	2,741.74
P16-01957	DISCOUNT SCHOOL SUPPLY FILE #7 3847	CLASSROOM SUPPLIES-DISABILITIES - LAURI MAYFIELD	CHILD DEVELOPMENT PROGRAMS	12	716.75
P16-01958	COMMITTEE FOR CHILDREN	K-6 SOCIAL/EMOTIONAL BOOKS	SCHOOL CLIMATE	01	11,581.20
P16-01959	DISCOUNT SCHOOL SUPPLY FILE #7 3847	HS HV SUPPLIES - PATRICIA PAYAN	CHILD DEVELOPMENT PROGRAMS	12	152.80
P16-01960	DISCOUNT SCHOOL SUPPLY FILE #7 3847	CLASS SUPPLIES - MARY VEIRS, RM D1	CHILD DEVELOPMENT PROGRAMS	12	139.10
P16-01961	ORIENTAL TRADING CO INC	EHS HV SUPPLIES - PATRICIA PAYAN	CHILD DEVELOPMENT PROGRAMS	12	8.54
P16-01962	OFFICE DEPOT ACCT. #89574939	PRINTER CARTRIDGES	SAM BRANNAN MIDDLE SCHOOL	01	1,390.99
P16-01963	BARNES & NOBLE BOOKSTORE	LITERATURE CLASS BOOKS	ROSEMONT HIGH SCHOOL	01	405.83
P16-01964	DISCOUNT SCHOOL SUPPLY FILE #7 3847	FIRST 5 PLAYGROUP MATS	CHILD DEVELOPMENT PROGRAMS	12	577.18

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01965	OFFICE DEPOT ACCT. #89574939	OFFICE SUPPLIES	HIRAM W. JOHNSON HIGH SCHOOL	01	336.27
P16-01966	NWN CORPORATION	SITE COMPUTERS-DISCIPLINE CENTER	KIT CARSON MIDDLE SCHOOL	01	706.34
P16-01967	Apple Inc Apple Financial Services	IPADS FOR HOMELESS PROGRAM	PARKER RES. CNTR @ E PHILLIPS	01	1,634.04
P16-01968	CDW-G C/O PAT HEIN	TECH FOR CLASSROOMS	CAPITAL CITY SCHOOL	01	1,582.86
P16-01969	SUPPLY WORKS	AFTER SCHOOL CUSTODIAL SUPPLIES	WOODBINE ELEMENTARY SCHOOL	01	981.31
P16-01970	SUPPLY WORKS	CLEANSOURCE / AFTER SCHOOL PROGRAM	H.W. HARKNESS ELEMENTARY	01	1,007.47
P16-01971	SUPPLY WORKS	PRE-K HEALTH SUPPLIES	SPECIAL EDUCATION DEPARTMENT	01	403.75
P16-01972	SUPPLY WORKS	CUSTODIAL SUPPLIES FOR AFTERSCHOOL PROGRAM	OAK RIDGE ELEMENTARY SCHOOL	01	995.76
P16-01973	SUPPLY WORKS	CUSTODIAL FOR PHI CTR	SPECIAL EDUCATION DEPARTMENT	01	237.03
P16-01974	SUPPLY WORKS	NEEDLE RIB MAT	LEONARDO da VINCI ELEMENTARY	01	314.69
P16-01975	ALL WEST COACHLINES INC	JCBA FIELD TRIP TO AT&T HEADQUARTERS	HIRAM W. JOHNSON HIGH SCHOOL	01	626.20
P16-01976	ALL WEST COACHLINES INC	ALL WEST COACHLINES	LEATAATA FLOYD ELEMENTARY	01	708.29
P16-01977	APPLE COMPUTER INC K-12 EDUCATION	MACBOOK PRO/SENTA/MIRIAM	CALIFORNIA MIDDLE SCHOOL	01	2,463.82
P16-01978	BATTERY SYSTEMS #07	BATTERY FOR UTILITY CART	SAM BRANNAN MIDDLE SCHOOL	01	795.33
P16-01979	BATTERY SYSTEMS #07	BATTERY FOR AUTO SCRUBBER	LEONARDO da VINCI ELEMENTARY	01	803.27
P16-01980	CONTROLTEC INC	SOFTWARE FEES	CHILD DEVELOPMENT PROGRAMS	12	17,586.00
P16-01981	THE COLLINS GROUP, INC	SCHOOL FLAGS	WOODBINE ELEMENTARY SCHOOL	01	118.54
P16-01982	USA SHADE & FABRIC STRUCTURES	CP HUNTINGTON SHADE REPLACEMENT	CHILD DEVELOPMENT PROGRAMS	12	2,869.91
P16-01983	USA SHADE & FABRIC STRUCTURES	BOWLING GREEN CHACON SHADE REPLACEMENT	CHILD DEVELOPMENT PROGRAMS	12	2,093.70
P16-01984	USA SHADE & FABRIC STRUCTURES	EDWARD KEMBLE SHADE REPLACEMENT	CHILD DEVELOPMENT PROGRAMS	12	2,275.20
P16-01985	USA SHADE & FABRIC STRUCTURES	E I BAKER SHADE CANOPY - USA SHADE	CHILD DEVELOPMENT PROGRAMS	12	2,457.70
P16-01986	USA SHADE & FABRIC STRUCTURES	JOHN BIDWELL SHADE CANOPY - USA SHADE	CHILD DEVELOPMENT PROGRAMS	12	1,657.70
P16-01987	HARLAND TECHNOLOGY SERVICES	SCANTRON MAINTENANCE CONTRACT	HIRAM W. JOHNSON HIGH SCHOOL	01	663.00
P16-01988	HARLAND TECHNOLOGY SERVICES	SCANTRON MAINTENANCE CONTRACT	HIRAM W. JOHNSON HIGH SCHOOL	01	501.00
P16-01989	HUMANWARE INC	BRAILLE EMBOSSER	SPECIAL EDUCATION DEPARTMENT	01	5,514.59

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-01991	MEISSNER SEWING	SEWING MACHINE FOR MS. HANKINS CLASS	CALIFORNIA MIDDLE SCHOOL	01	1,084.89
P16-01992	U S BANK/SCUSD	CLASSROOM SUPPLIES - MONICA BEASLEY	CHILD DEVELOPMENT PROGRAMS	12	160.52
P16-01993	NEARPOD INC	INTERACTIVE & COLLABORATIVE PROGRAM FOR STUDENTS	ROSA PARKS MIDDLE SCHOOL	01	1,920.00
P16-01994	POSMICRO.COM ATTN: ACCOUNTS RE CEIVABLE	LIBRARY SCANNER BOOKS	ISADOR COHEN ELEMENTARY SCHOOL	01	84.96
P16-01995	RISO PRODUCTS OF SACRAMENTO	RISO SUPPLIES	LEATAATA FLOYD ELEMENTARY	01	243.04
P16-01996	ROSS RECREATIONAL EQUIPMENT	PLAYGROUND EQPT FOR LISBON ES	FACILITIES MAINTENANCE	01	3,986.58
P16-01997	ULINE ATTN ACCOUNTS RECEIVABLE	HS/ST SUPPLIES - CHIA CHA	CHILD DEVELOPMENT PROGRAMS	12	341.78
P16-01998	FOLLETT SCHOOL SOLUTIONS	CURRICULUM MATERIALS FOR ROOM 17	CAMELLIA BASIC ELEMENTARY	01	367.54
P16-01999	NASCO	pe/recess equipment	JOHN H. STILL - K-8	01	1,377.08
P16-02000	THOMAS JONES	WAWF - REIMBURSEMENT ON CADET TRAINING	LUTHER BURBANK HIGH SCHOOL	01	5,617.60
P16-02001	DEPARTMENT OF GENERAL SERVICES	704-0415 CAL MIDDLE HVAC AND LGHTING	FACILITIES SUPPORT SERVICES	01	19,800.00
P16-02002	THOMAS JONES	WAWF - REIMBURSEMENT ON CADET SUMMER SEMINAR	LUTHER BURBANK HIGH SCHOOL	01	909.20
P16-02003	WESTERN PSYCHOLOGICAL SERVICES	WRAML/ABAS-II PSYCH ASSESMENTS	SPECIAL EDUCATION DEPARTMENT	01	2,530.38
P16-02004	RISO PRODUCTS OF SACRAMENTO	RISO INK AND MASTER ROLLS	ALICE BIRNEY WALDORF	01	116.10
P16-02005	TROXELL COMMUNICATIONS INC ATTN: BILL PITZNER	SPEAKER AND MICROPHONE SYSTEM	ELDER CREEK ELEMENTARY SCHOOL	01	3,778.35
P16-02006	TOUCHLINE SOFTWARE, INC	QUICK PERMIT SOFTWARE FOR C&C CENTER	C. K. McCLATCHY HIGH SCHOOL	01	305.00
P16-02007	CLARK SECURITY PRODUCTS INC	LEGION REKEY 2015	AMERICAN LEGION HIGH SCHOOL	01	3,024.94
P16-02008	STATE OF CA FOOD DISTRIBUTION	4999 FRZN OJ 1/4/2016	NUTRITION SERVICES DEPARTMENT	13	1,820.00
P16-02009	STATE OF CA FOOD DISTRIBUTION	5000 FRZN OJ 1/19/2016	NUTRITION SERVICES DEPARTMENT	13	1,820.00
P16-02010	DICK BLICK CUSTOMER #12751501	ART SUPPLIES	LUTHER BURBANK HIGH SCHOOL	01	434.26
P16-02011	CONTINENTAL ATHLETIC SUPPLY	CONFIRMING COMPLETED ORDER - RECONDITION UNIFORM	LUTHER BURBANK HIGH SCHOOL	01	4,770.34
P16-02012	DEPARTMENT OF GENERAL SERVICES	0550-411-0207 SAC HS ANNEX-BLDG CEMENT PLASTER	FACILITIES SUPPORT SERVICES	01	1,152.24
P16-02013	DEPARTMENT OF GENERAL SERVICES	0122-421-0243 FRUITRIDGE PAV (K PLYGRND & S PKING)	FACILITIES SUPPORT SERVICES	01	2,513.01

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02014	DEPARTMENT OF GENERAL SERVICES	0122-414-0241 FRUITRIDGE PAV (FRONT DRAIN)	FACILITIES SUPPORT SERVICES	01	676.73
P16-02015	DEPARTMENT OF GENERAL SERVICES	0040-410-0232 CB WIRE WALLS/CEILINGS/WINDOWS	FACILITIES SUPPORT SERVICES	01	1,395.34
P16-02016	DEPARTMENT OF GENERAL SERVICES	0550-410-0176 SAC HS PAVILION GYM CONC REPLACE	FACILITIES SUPPORT SERVICES	01	1,219.61
P16-02017	DEPARTMENT OF GENERAL SERVICES	0520-415-0263 HJHS STRUCTURAL REPAIRS	FACILITIES SUPPORT SERVICES	01	2,608.82
P16-02018	DEPARTMENT OF GENERAL SERVICES	0282-404 PHOEBE HEARST FA UPGRADE	FACILITIES SUPPORT SERVICES	21	541.11
P16-02019	DEPARTMENT OF GENERAL SERVICES	0272-405-0153 PARKWAY WINDOW WALL SYSTEM	FACILITIES SUPPORT SERVICES	21	161.50
P16-02020	JOSTENS INC/DIPLOMAS	Jostens Cap and Gown Invoice 2009134, Oct 7, 2015	HEALTH PROFESSIONS HIGH SCHOOL	01	423.15
P16-02021	RISO PRODUCTS OF SACRAMENTO	REPLACEMENT INK FOR RISO MACHINE	WILL C. WOOD MIDDLE SCHOOL	01	300.55
P16-02022	ATHLETICS UNLIMITED	ATHLETICS UNLIMITED	WEST CAMPUS	01	2,354.65
P16-02023	FLASHBAY INC	CONFIRMING REQUISITION FOR CLIP FLASH DRIVES	BUSINESS SERVICES	01	1,216.33
P16-02024	Ithicos Solutions LLC	DIRECTORY UPDATE, MANAGER, PASSWORD S/W & MAINT	INFORMATION SERVICES	01	1,382.00
P16-02025	U S BANK/SCUSD	CLASSROOM SUPPLIES - MONICA BEASLEY	CHILD DEVELOPMENT PROGRAMS	12	75.79
P16-02026	180 Degrees Program, LLC	180 DEGREES CURRICULUM	ALBERT EINSTEIN MIDDLE SCHOOL	01	7,100.00
P16-02027	AURORA ENVIRONMENTAL SERVICES	HMBP UPDATING	HIRAM W. JOHNSON HIGH SCHOOL	01	240.80
P16-02028	JOSTENS INC	JOSTENS PAST DUE 2015	AMERICAN LEGION HIGH SCHOOL	01	695.72
P16-02029	DYNAVOX	OI ROTARY GRANT PCEYE EXPLORER-TOBIIGAZE VIEWER	FERN BACON MIDDLE SCHOOL	01	2,049.84
P16-02030	SCC CAREER CENTER	PRINT/DESIGN ONE PAGER FOR PATHWAYS/SCC GRAPHIC	ACADEMIC ACHIEVEMENT	01	6,753.60
P16-02031	JANELLE DAIGLE	CONFIRMING REQ GOPHER REIMBURSEMENT PE SUPPLIES	WEST CAMPUS	01	836.60
P16-02033	SAC CITY MIDDLE SCHOOL ATHLETIC LEAGUE	MS Basketball League Fees for 2014-15	MARTIN L. KING JR ELEMENTARY	01	1,100.00
P16-02034	JONES SCHOOL SUPPLY CO INC	RECOGNITION AWARDS FOR STUDENTS	CAMELLIA BASIC ELEMENTARY	01	1,151.33
P16-02035	FOLLETT SCHOOL SOLUTIONS	BOOKS FOR HMS/HJHS/ HOSA/CE GRANT-FOUCHARD	ACADEMIC ACHIEVEMENT	01	3,456.83
P16-02036	DISCOVERY MUSEUM SCIENCE & SPA CE CENTER	Student Field Trip - Scholarships for students	MARTIN L. KING JR ELEMENTARY	01	140.00

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## Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02037	U S BANK/SCUSD	AHMADZAI CLASSROOM LIBRARY	CESAR CHAVEZ INTERMEDIATE	01	128.54
P16-02038	SUPPLY WORKS	PAPERTOWELS FOR HEALTH & MEDICAL	HIRAM W. JOHNSON HIGH SCHOOL	01	80.51
P16-02040	FOLLETT SCHOOL SOLUTIONS	CURRICULUM MATERIALS-ROOM 9	CAMELLIA BASIC ELEMENTARY	01	311.85
P16-02041	DISCOUNT SCHOOL SUPPLY FILE #7 3847	HS CLASS SUPPLIES - RAMONA SCHLECHT, RM 29	CHILD DEVELOPMENT PROGRAMS	12	427.35
P16-02042	SPORT SUPPLY GROUP, INC.	PE CLASSROOM SUPPLIES	LUTHER BURBANK HIGH SCHOOL	01	981.46
P16-02043	DISCOUNT SCHOOL SUPPLY FILE #7 3847	EHS HV SUPPLIES - JENNIE ZAPATA	CHILD DEVELOPMENT PROGRAMS	12	97.74
P16-02044	DISCOUNT SCHOOL SUPPLY FILE #7 3847	HS CLASS SUPPLIES - HOLLY DANIYELIAN	CHILD DEVELOPMENT PROGRAMS	12	197.24
P16-02045	CONSTRUCTIVE PLAYTHINGS LLC	EHS HV SUPPLIES - SHERRILY	CHILD DEVELOPMENT PROGRAMS	12	162.34
P16-02046	OFFICE DEPOT ACCT. #89574939	Office Depot	RISK MANAGEMENT	01	268.43
P16-02047	LAKESHORE LEARNING CORP ATTENTION: JON BELL	Leveled Literacy Intervention Program	JOHN H. STILL - K-8	01	117.70
P16-02048	TOOLS4EVER	USER MANAGEMENT RESOURCE ADMIN, S/W & MAINT.	INFORMATION SERVICES	01	64,050.00
P16-02049	Apple Inc Apple Financial Services	IMACS FOR SEVA LABS: (2) DIDION, (4) SUTTER	INFORMATION SERVICES	01	8,154.99
P16-02050	DICK BLICK CUSTOMER #12751501	ART SUPPLIES FOR SUSAN JANSEN'S CLASS	CALIFORNIA MIDDLE SCHOOL	01	112.84
P16-02051	U S BANK/SCUSD	BOOK ORDER FOR ACADEMIC OFFICE	ACADEMIC OFFICE	01	262.77
P16-02052	ALL WEST COACHLINES INC	TRANSPORTATION - CJA FIELD TRIP TO FRESNO	JOHN F. KENNEDY HIGH SCHOOL	01	1,665.14
P16-02053	CHILDCRAFT EDUCATION CORP CONTRACT SALES/CF04-10-119	Classroom supplies for project	MARK TWAIN ELEMENTARY SCHOOL	01	88.84
P16-02054	KOMBAT SOCCER	CJA - POLO SHIRTS	JOHN F. KENNEDY HIGH SCHOOL	01	3,490.99
P16-02055	OFFICE DEPOT ACCT. #89574939	FILE DRAWER RAILS	WILLIAM LAND ELEMENTARY	01	251.09
P16-02056	OFFICE DEPOT ACCT. #89574939	TEXAS INSTRUMENTS SCIENTIFIC CALCULATORS	JOHN F. KENNEDY HIGH SCHOOL	01	465.14
P16-02057	CONSTRUCTIVE PLAYTHINGS LLC	EHS HV SUPPLIES - ANA RODRIGUEZ	CHILD DEVELOPMENT PROGRAMS	12	96.23
P16-02058	PEARSON EDUCATION INC	LAW ACADEMY BOOKS	HIRAM W. JOHNSON HIGH SCHOOL	01	257.80
P16-02059	TOLEDO PHYSICAL ED SUPPLY INC	tetherball rope	MARK TWAIN ELEMENTARY SCHOOL	01	53.19
P16-02060	SCHOOL HEALTH CORPORATION CUSTOMER #4523	Nurse Supplies	MARK TWAIN ELEMENTARY SCHOOL	01	326.26

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02061	OFFICE DEPOT ACCT. #89574939	INSTRUCTIONAL SUPPLIE	CESAR CHAVEZ INTERMEDIATE	01	640.15
P16-02062	BRIGHT EYES ENTERPRISE INC	TOOLS FOR HEARING TESTS FOR CHILDREN IN CHILD DEV.	CHILD DEVELOPMENT PROGRAMS	12	156.39
P16-02063	SCHOOL SPECIALTY EDUCATION DAN A MCADAMS TERRITORY MGR	OFFICE CHAIR	GOLDEN EMPIRE ELEMENTARY	01	336.96
P16-02064	LAKESHORE LEARNING CORP ATTENT ION: JON BELL	CP Huntington Preschool Room 2, Angelina Corral	CHILD DEVELOPMENT PROGRAMS	12	3,153.93
P16-02065	DICK BLICK CUSTOMER #12751501	BLACK COLOR PENCILS	SAM BRANNAN MIDDLE SCHOOL	01	43.24
P16-02066	KOMBAT SOCCER	CJA - T-SHIRTS AND SWEAT PANTS	JOHN F. KENNEDY HIGH SCHOOL	01	2,129.58
P16-02067	NWN CORPORATION	HP LASERJET FOR SCIENCE O'NEIL	CAPITAL CITY SCHOOL	01	940.70
P16-02068	Apple Inc Apple Financial Serv ices	APPLE/ MACBOOK PRO 13-INCH	ETHEL I. BAKER ELEMENTARY	01	8,568.40
P16-02069	ATOMIC LEARNING	ATOMIC LEARNING SOFTWARE AND SUPPORT RENEWAL, 2016	INFORMATION SERVICES	01	68,977.88
P16-02070	NWN CORPORATION	HP PRO DESK 600 G1 AND E190i	ETHEL I. BAKER ELEMENTARY	01	1,516.15
P16-02071	CDW-G C/O PAT HEIN	SWITCH-5 PORT UNMANAGED DESKTOP - ROSE MOYA	CHILD DEVELOPMENT PROGRAMS	12	54.93
P16-02072	Computers For Classrooms	PURCHASE REFURBISHED CLASSROOM COMPUTERS	LUTHER BURBANK HIGH SCHOOL	01	922.25
P16-02073	U S BANK/SCUSD	PRINTER DRUM	NUTRITION SERVICES DEPARTMENT	13	38.04
P16-02074	SAFETYFIRST	FORKLIFT CERTIFICATION	NUTRITION SERVICES DEPARTMENT	13	1,240.00
P16-02075	APPLE & EVE	4989 JUICE 1/14/16	NUTRITION SERVICES DEPARTMENT	13	20,574.40
P16-02076	APPLE & EVE	4990 JUICE 2/29/16	NUTRITION SERVICES DEPARTMENT	13	20,273.44
P16-02077	PCMG PC MALL GOV	CHROMEBOOKS FOR STUDENTS	NEW TECH	09	35,752.89
P16-02078	ALERT SERVICES	ALERT SERVICES, INC	WEST CAMPUS	01	569.49
P16-02079	AMADOR STAGE LINES INC	ROTC BUS TO CAMP PARKS ROTC/CJA	JOHN F. KENNEDY HIGH SCHOOL	01	2,965.37
P16-02080	ALL WEST COACHLINES INC	TRANSPORTATION - CJA ALCATRAZ	JOHN F. KENNEDY HIGH SCHOOL	01	1,043.69
P16-02081	DAVID STAFFORD	CONFIRMING REQ: REIMBURSEMENT FOR ESEA LAB	ROSEMONT HIGH SCHOOL	01	743.18
P16-02082	CAPITAL EDGE PAINTBALL PARK	CJA PAINTBALL TRIP	JOHN F. KENNEDY HIGH SCHOOL	01	1,896.00

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02083	ALL WEST COACHLINES INC	ELA FIELD TRIP TO MONDAVI CENTER	CALIFORNIA MIDDLE SCHOOL	01	901.43
P16-02084	Apple Inc Apple Financial Services	VGA ADAPTER	SUTTERVILLE ELEMENTARY SCHOOL	01	53.17
P16-02085	APPLE COMPUTER INC K-12 EDUCATION	Apple VGA Dongle Adapter for LCD Projector	ACADEMIC OFFICE	01	157.33
P16-02086	GRAINGER INC ACCOUNT #80927635 5	LUMAPRO - GRAINGER	WEST CAMPUS	01	77.04
P16-02087	GRAINGER INC ACCOUNT #80927635 5	THE MET - LED LIGHTING	FACILITIES MAINTENANCE	01	4,999.68
P16-02088	GRAINGER INC ACCOUNT #80927635 5	JOHN F KENNEDY HS - LED LIGHTING	FACILITIES MAINTENANCE	01	4,999.68
P16-02089	GRAINGER INC ACCOUNT #80927635 5	HJHS WEST CAMPUS - LED LIGHTING	FACILITIES MAINTENANCE	01	4,999.68
P16-02090	GRAINGER INC ACCOUNT #80927635 5	SCHOOL OF ENG'G & SCIENCE - LED LIGHTING	FACILITIES MAINTENANCE	01	4,999.68
P16-02091	INJOY VIDEOS	PARENT TRAININGS DVDS - JANET LOVE	CHILD DEVELOPMENT PROGRAMS	12	1,814.54
P16-02092	OFFICE DEPOT ACCT. #89574939	PRINTER FOR CRYSTAL HOFF	ACCOUNTING SERVICES DEPARTMENT	01	391.11
P16-02093	LAKESHORE LEARNING CORP ATTENTION: JON BELL	Earl Warren Preschool Room P2 Chelsea Ho	CHILD DEVELOPMENT PROGRAMS	12	9,407.95
P16-02094	LAKESHORE LEARNING CORP ATTENTION: JON BELL	Edward Kemble Preschool Rm. P2 Kelly Xiong	CHILD DEVELOPMENT PROGRAMS	12	12,353.63
P16-02095	LAKESHORE LEARNING CORP ATTENTION: JON BELL	Bowling Green McCoy Preschool Room OH-6	CHILD DEVELOPMENT PROGRAMS	12	10,548.28
P16-02096	LAKESHORE LEARNING CORP ATTENTION: JON BELL	FR. KEITH B KENNY PRESCHOOL, L3, DENISE RICHARDSON	CHILD DEVELOPMENT PROGRAMS	12	9,222.89
P16-02097	LAKESHORE LEARNING CORP ATTENTION: JON BELL	SUSAN B.ANTHONY PRESCHOOL, RM 20, HA TA	CHILD DEVELOPMENT PROGRAMS	12	8,399.93
P16-02098	LAKESHORE LEARNING CORP ATTENTION: JON BELL	Leataata Floyd Preschool, Room 1, Raman Clar	CHILD DEVELOPMENT PROGRAMS	12	5,285.19
P16-02099	RISO PRODUCTS OF SACRAMENTO	RISO MAINTENANCE AGREEMENT	LEONARDO da VINCI ELEMENTARY	01	425.00
P16-02100	RISO PRODUCTS OF SACRAMENTO	RISO CONTRACT CONT002240-09	ETHEL PHILLIPS ELEMENTARY	01	425.00
P16-02101	RISO PRODUCTS OF SACRAMENTO	DUPLICATING SUPPLIES	JOHN H. STILL - K-8	01	748.65
P16-02102	RISO PRODUCTS OF SACRAMENTO	INSTRUCTIONAL SUPPORT	CESAR CHAVEZ INTERMEDIATE	01	184.45
P16-02103	RISO PRODUCTS OF SACRAMENTO	RISO EZ220 MAINTENANCE AGREEMENT	LUTHER BURBANK HIGH SCHOOL	01	505.00
P16-02104	RISO PRODUCTS OF SACRAMENTO	DUPLICATING RENEWAL CONTRACT FOR 12/04/2015-	CAROLINE WENZEL ELEMENTARY	01	132.00

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02105	RISO PRODUCTS OF SACRAMENTO	RISO CONTRACT- 2015-16	TAHOE ELEMENTARY SCHOOL	01	172.00
P16-02106	RISO PRODUCTS OF SACRAMENTO	RISO RZ220 MAINT AGREEMENT	OAK RIDGE ELEMENTARY SCHOOL	01	425.00
P16-02107	RISO PRODUCTS OF SACRAMENTO	2015-16 RISO SERVICE AGREEMENT	SUSAN B. ANTHONY ELEMENTARY	01	425.00
P16-02108	PCMG PC MALL GOV	CDW-G PRINTER - COLOR	FATHER K.B. KENNY	01	279.92
P16-02109	SkillsUSA Region 4	LAW ACADEMY - SKILLS CONF FIELD TRIP	HIRAM W. JOHNSON HIGH SCHOOL	01	525.00
P16-02110	SCUSD/PETTY CASH CAL CARD	MARCUS CAL-CARD OCTOBER	YOUTH DEVELOPMENT	01	10.79
P16-02111	TROXELL COMMUNICATIONS INC ATT N: BILL PITZNER	LCD PROJECTOR	PETER BURNETT ELEMENTARY	01	584.82
P16-02112	SACRAMENTO URBAN DEBATE LEAGUE	SPEECH & DEBATE COMPETITION FEES	ROSEMONT HIGH SCHOOL	01	220.00
P16-02113	ROBOMATTER INC ATTN: ROBIN SHO OP	SOFTWARE TO HELP STUDENTS WRITE PROGRAMMING CODE	CAREER & TECHNICAL PREPARATION	01	650.02
P16-02114	NORTHSTAR AV	Epson Project Lamp for Powerlite 83	ACADEMIC OFFICE	01	221.34
P16-02115	PSAT/NMSQT	PSAT/NMSQT FALL 2015	JOHN F. KENNEDY HIGH SCHOOL	01	120.00
P16-02116	NWN CORPORATION	PRINTERS FOR CLASSROOM USE	CALIFORNIA MIDDLE SCHOOL	01	797.48
P16-02118	ROCHESTER 100, INC	2015-16 NICKY'S HOMEWORK FOLDERS FOR STUDENTS	SUSAN B. ANTHONY ELEMENTARY	01	775.67
P16-02119	FLAGHOUSE INC	THERAPY ITEMS (MTU)	SPECIAL EDUCATION DEPARTMENT	01	147.39
P16-02120	SCHOOL HEALTH CORPORATION CUST #4523	NURSES CLINIC SUPPLIES	HIRAM W. JOHNSON HIGH SCHOOL	01	139.87
P16-02121	ENVIRONMENTS INC	CLASSROOM KITCHEN SUPPLIES - SANDRA GONZALES	CHILD DEVELOPMENT PROGRAMS	12	455.81
P16-02122	KAPLAN EARLY LEARNING COMPANY ACCT. #630500	COT SHEETS - SANDRA/YVETTE	CHILD DEVELOPMENT PROGRAMS	12	147.46
P16-02123	NASCO	white board supplies	JOHN H. STILL - K-8	01	350.83
P16-02124	JUNIOR LIBRARY GUILD	JR LIBRARY BOOKS	LUTHER BURBANK HIGH SCHOOL	01	481.74
P16-02125	CABALLO BLANCO RESTAURANT	RUSH: PARENT PARTICIPATION CELEBRATION	FERN BACON MIDDLE SCHOOL	01	500.00
P16-02126	EXPLORELEARNING	GIZMOS TEACHER PLUS STUDENTS LICENSE	HIRAM W. JOHNSON HIGH SCHOOL	01	1,797.00
P16-02127	PCMG PC MALL GOV	CDW-G EPSON PROJECTOR	ETHEL I. BAKER ELEMENTARY	01	2,983.75
P16-02128	INTEGRATED FOOD SERVICE	4987 SANDWICHES 12/10/15	NUTRITION SERVICES DEPARTMENT	13	14,990.50

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02129	STATE OF CALIFORNIA DEPARTMENT OF CONSERVATION	0450-406 KIT CARSON CORE ACADEMICS	FACILITIES SUPPORT SERVICES	21	3,600.00
P16-02130	TROXELL COMMUNICATIONS INC ATT N: BILL PITZNER	AMPLIFIER FOR PA SYSTEM	CAMELLIA BASIC ELEMENTARY	01	603.53
P16-02131	NORMAN POLICAR	REIMBURSEMENT FOR HEADPHONES FOR CAASPP TESTING	GENEVIEVE DIDION ELEMENTARY	01	212.87
P16-02132	U S BANK/SCUSD	ESPO POWERLITE 50C PROJECTOR BULB	CAREER & TECHNICAL PREPARATION	01	126.10
P16-02133	U S BANK/SCUSD	REPLACEMENT BULB (Salonga)	SPECIAL EDUCATION DEPARTMENT	01	80.97
P16-02134	U S BANK/SCUSD	ADAPTIVE TECH ITEMS (HULL)	SP ED - TECHNOLOGIST	01	125.62
P16-02135	THOMAS JONES	WAWF - NJROTC DRILL CAMP	LUTHER BURBANK HIGH SCHOOL	01	3,879.60
P16-02136	THOMAS JONES	WAWF - DRILL CAMP FOR ROTC INSTRUCTOR	LUTHER BURBANK HIGH SCHOOL	01	1,193.20
P16-02137	THOMAS JONES	WAWF-TRAVEL REIMB SAILING INS TRAINING	LUTHER BURBANK HIGH SCHOOL	01	1,289.50
P16-02138	DEPARTMENT OF GENERAL SERVICES	0101-411-0236 SUSAN B ANTHONY AC PAVING	FACILITIES SUPPORT SERVICES	01	1,929.60
P16-02139	DEPARTMENT OF GENERAL SERVICES	0520-411-0190 HJHS DOOR REPAIR	FACILITIES SUPPORT SERVICES	01	1,050.00
P16-02140	DEPARTMENT OF GENERAL SERVICES	0450-406 KIT CARSON CORE ACADEMIC RNVTION	FACILITIES SUPPORT SERVICES	21	9,564.12
P16-02141	SACRAMENTO COUNTY OFFICE OF ED FINANCIAL SERVICES	SLY PARK PARTICIPATION FEE	BOWLING GREEN ELEMENTARY	09	12,348.00
P16-02142	DEPARTMENT OF GENERAL SERVICES	0431-405-0115 FERN BACON VCT FLRING-KITCHEN	FACILITIES SUPPORT SERVICES	01	53.46
P16-02143	SACRAMENTO COUNTY OFFICE OF ED FINANCIAL SERVICES	6TH GRADE SLY PARK DEPOSIT	NEW JOSEPH BONNHEIM	09	500.00
P16-02144	PETRALLI EDWARD JR	REIMBURSEMENT FOR HEATERS	FACILITIES MAINTENANCE	01	575.55
P16-02145	AURORA ENVIRONMENTAL SERVICES	HAZARDOUS WASTE DISPOSAL	ENGINEERING AND SCIENCES HS	01	880.60
P16-02146	INTERNATIONAL BACCALAUREATE	I.B. ONLINE WORKSHOPS	KIT CARSON MIDDLE SCHOOL	01	600.00
P16-02147	LANDMARK CONSTRUCTION	701-0525 JFK TRACK AND FIELD	FACILITIES SUPPORT SERVICES	21	2,359.72
P16-02148	GEARY PACIFIC CORPORATION	HVAC SUPPLIES NEEDED FOR PS7 - ROOM 14	FACILITIES MAINTENANCE	01	2,514.65
P16-02149	KENDRICK BOILER WORKS INC	BOILER TESTING, VARIOUS SITES	FACILITIES MAINTENANCE	01	13,950.00
P16-02150	THE SHADE CARE COMPANY	TREE SERVICE - THOMAS JEFFERSON ES	FACILITIES MAINTENANCE	01	3,080.00

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-02151	CLARK SECURITY PRODUCTS INC	MAINTENANCE RE-KEY	FACILITIES MAINTENANCE	01	1,312.63
P16-02152	HEIECK SUPPLY INC	ROSEMONT LOCKER ROOM WATER HEATER	FACILITIES MAINTENANCE	01	986.53
P16-02153	SITEONE LANDSCAPE SUPPLY	MATERIALS/EQUIPMENT NEEDED FOR PLUMBING SHOP	FACILITIES MAINTENANCE	01	2,529.27
P16-02154	PACE SUPPLY	MATERIALS NEEDED FOR FERN BACON MS	FACILITIES MAINTENANCE	01	1,706.40
P16-02155	CPR Savers And First Aid Suppl y	MEDICAL SUPPLIES FOR HEALTH PROFESSIONS	ACADEMIC ACHIEVEMENT	01	255.15
P16-02156	MCR Medical Supply Inc	MEDICAL SUPPLIES FOR HEALTH PROFESSIONS	ACADEMIC ACHIEVEMENT	01	135.33
P16-02157	U S BANK/SCUSD	DOCUMENT CAMERA FOR GAYNOR	SUTTER MIDDLE SCHOOL	01	150.82
TB16-00039	FOLLETT SCHOOL SOLUTIONS	FOLLETT	GEO WASHINGTON CARVER	09	9,533.23
<b>Total Number of POs</b>			<b>419</b>	<b>Total</b>	<b><u><u>2,374,995.92</u></u></b>

**Fund Recap**

Fund	Description	PO Count	Amount
01	General Fund	313	1,726,532.50
09	Charter School	10	131,162.97
11	Adult Education	8	16,496.20
12	Child Development	51	116,864.72
13	Cafeteria	27	348,162.89
14	Deferred Maintenance	1	11,811.19
21	Building Fund	9	23,965.45
		<b>Total</b>	<b><u><u>2,374,995.92</u></u></b>

\*\*\* See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes Purchase Orders dated 11/15/2015 - 12/14/2015 \*\*\*

## PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
B16-00097	2,700.00	01-4310	General Fund/Instructional Materials/Suppli	500.00
B16-00283	15,000.00	01-4320	General Fund/Non-Instructional Materials/Su	3,000.00-
B16-00300	3,000.00	01-4320	General Fund/Non-Instructional Materials/Su	1,000.00
B16-00314	4,000.00	01-4320	General Fund/Non-Instructional Materials/Su	1,000.00
B16-00327	7,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,278.66-
B16-00331	7,000.00	01-4320	General Fund/Non-Instructional Materials/Su	2,000.00
B16-00585	5,922.71	01-5832	General Fund/Transportation-Field Trips	1,000.00
B16-00698	30,000.00	13-4710	Cafeteria/Food	10,000.00
CHB16-00021	2,200.00	01-4320	General Fund/Non-Instructional Materials/Su	1,000.00
CHB16-00047	5,000.00	01-4320	General Fund/Non-Instructional Materials/Su	2,000.00
CHB16-00111	7,300.00	01-4310	General Fund/Instructional Materials/Suppli	2,300.00
CHB16-00132	17,249.02	01-4310	General Fund/Instructional Materials/Suppli	8,759.02
CHB16-00133	6,400.00	01-4320	General Fund/Non-Instructional Materials/Su	4,000.00
CHB16-00156	14,700.00	01-4310	General Fund/Instructional Materials/Suppli	2,700.00
CHB16-00227	16,000.00	01-4310	General Fund/Instructional Materials/Suppli	4,000.00
CHB16-00241	7,425.00	01-4310	General Fund/Instructional Materials/Suppli	2,000.00
CHB16-00260	15,000.00	01-4310	General Fund/Instructional Materials/Suppli	5,000.00
CHB16-00262	15,000.00	01-4310	General Fund/Instructional Materials/Suppli	10,000.00
CHB16-00315	5,000.00	09-4320	Charter School/Non-Instructional Materials/Su	4,000.00
CS15-00073	351,470.00	21-6490	Building Fund/Equipment over \$5,000	3,688.75
CS15-00375	95,308.54	01-6170	General Fund/Land Improvement	19,500.00
CS16-00119	19,500.00	01-5800	General Fund/Other Contractual Expenses	4,500.00
CS16-00133	2,900.00	01-5800	General Fund/Other Contractual Expenses	275.00
N16-00036	2,500,000.00	01-5100	General Fund/Subagreements for Services abo	1,152,756.96
P16-01017	6,180.43	01-4310	General Fund/Instructional Materials/Suppli	1,464.75
P16-01517	155.16	01-4310	General Fund/Instructional Materials/Suppli	32.00
P16-01777	417.88	01-4310	General Fund/Instructional Materials/Suppli	4.10
<b>Total PO Changes</b>				<b>1,238,201.92</b>

Information is further limited to: (Minimum Amount = (999,999.99))

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 20 of 20



Date: January 21, 2016

To: Jose L. Banda, Superintendent

From: Gerardo Castillo, Chief Business Officer

Subject: REPORT ON CONTRACTS WITHIN THE EXPENDITURE LIMITATIONS  
SPECIFIED IN PCC 20111

The following contracts were issued November 1, 2015 through December 31, 2015

**SERVICE AGREEMENTS**

REGISTER NO.	VENDOR	DESCRIPTION	AMOUNT
SA16-00107	School Innovations & Advocacy	7/1/15 - 6/30/16: Consulting services to assist district in preparation and filing of reimbursement claims for the cost of the mandate reimbursement process program.	\$53,550 General Funds
SA16-00308	Focus on Family Education	9/1/15 - 6/30/16: Provide monthly family empowerment workshops at Parkway ES and Phoenix Park.	\$15,000 21st Century Comm Ctr Learning Funds
SA16-00314	Chris Robinson	9/3/15 - 6/30/116: Provide coordination and facilitation of the "4YourEpiphany's Phoenix Scholar Academy" at California, Sam Brannan, C.K. McClatchy, John F. Kennedy, Health Professions, Rosemont & American Legion Schools.	\$20,000 21st Century Comm Ctr Learning Funds
SA16-00319	Pebble Creek Labs	9/1/15 - 6/30/16: Student achievement programming and instructional growth professional development initiatives for students and staff at Luther Burbank HS.	\$32,000 Title I & LCFF - Free & Reduced Funds
SA16-00356	Placer County Office of Education	10/2/15 - 6/30/16: Consulting Services related to positive behavioral interventions and supports outlined in the work plan.	\$38,750 LCFF - Supplemental Funds
SA16-00387	San Joaquin County Office of Education	7/1/15 - 6/30/16: Renewal of annual fee for Special Education Information System (SEIS).	\$29,045 Special Education Funds

SA16-00407	Target Excellence	Provide "Get your Hustle On" and "Stem Rise" Programs at Sacramento Charter and John F. Kennedy HS, and three elementary schools TBD.	\$32,000 21st Century Comm Ctr Learning Funds
SA16-00410	Lionakis Architects	12/1/15 - Completion of Services. Architectural & engineering services as needed for roof replacement at Kit Carson MS.	\$53,148 Emergency Repair Program Funds
SA16-00413	Friends of the Arts Commission	9/1/15 - 6/30/16: Develop and provide arts education in fifteen (15) K-8 classrooms of the District's choosing and provide (30) arts education exposure experiences.	\$21,160 General Funds
SA16-00422	Social Justice Learning Institute	9/1/15 - 6/30/16: Provide district-wide program to improve the education outcomes for Men's Leadership Academy; and a program for students of color and low socio-economic status, while integrating parent engagement & family literacy into the activities.	\$12,500 21st Century Comm Ctr Learning Funds



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.2

**Meeting Date:** January 21, 2016

**Subject:** Head Start/Early Head Start/Early Head Start Expansion Reports

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division/Department:** Academic Office/Child Development

**Recommendation:** None

**Background/Rationale:** The Office of Head Start, under the auspices of the U.S. Department of Health and Human Services/Administration for Children and Families, mandates that all Head Start/Early Head Start governing entities receive specified reports related to the operational and fiduciary status of the program. These reports must include information and/or a status update in the followings areas: budget, credit card usage, USDA meals/snacks, enrollment, and program updates or summaries, if applicable. Attached, are essential monthly reports for Board members' review.

**Financial Considerations:** N/A

**LCAP Goal(s):** College and Career Ready; Family and Community Engagement

**Documents Attached:**

1. Attachment 1: Head Start/Early Head Start Monthly Report Summary - January
2. Attachment 2: Child Development November 2015 Fiscal Report - Head Start Basic
3. Attachment 3: Child Development November 2015 Fiscal Report - Head Start Training & Technical Assistance
4. Attachment 4: Child Development November 2015 Fiscal Report - Early Head Start Basic
5. Attachment 5: Child Development November 2015 Fiscal Report - Early Head Start Training & Technical Assistance
6. Attachment 6: Child Development November 2015 Fiscal Report – Early Head Start CCP Basic
7. Attachment 7: Child Development November 2015 Fiscal Report – Early Head Start CCP Training & Technical Assistance
8. Attachment 8: Child Development November 2015 Fiscal Report – Early Head Start CCP Start Up

**Estimated Time of Presentation:** N/A

**Submitted by:** Jacquie Bonini, Interim Director, Child Development

**Approved by:** José L. Banda, Superintendent



**Attachment 1  
Head Start / Early Head Start  
Monthly Report Summary**

**Budget Reports**

HS, EHS, CCP November 2015 Budget Reports

**USDA Meals and Snacks for September 2015**

	<b><i>Breakfast</i></b>	<b><i>Lunch</i></b>	<b><i>Snack am</i></b>	<b><i>Snack pm</i></b>
Early Head Start	688	794	NA	392
Head Start Part-day	3071	613	3226	699
Head Start Wrap	7070	4671	NA	4492
Full-day Collaboration	3285	3427	NA	2311

**USDA Meals and Snacks for October 2015**

	<b><i>Breakfast</i></b>	<b><i>Lunch</i></b>	<b><i>Snack am</i></b>	<b><i>Snack pm</i></b>
Early Head Start	728	863	NA	469
Head Start Part-day	5041	1076	5025	1112
Head Start Wrap	9112	7337	NA	6890
Full-day Collaboration	4152	4403	NA	2841

**USDA Meals and Snacks for November 2015**

	<b><i>Breakfast</i></b>	<b><i>Lunch</i></b>	<b><i>Snack am</i></b>	<b><i>Snack pm</i></b>
Early Head Start	514	609	NA	323
Head Start Part-day	2336	534	2306	550
6079	3461	0	NA	3262
Full-day Collaboration	3102	3326	NA	2087

**Credit Card Expenses for October, November and December 2015**

There are no credit card expenses for October, November or December.

**Enrollment Report for November 2015**

<b>Head Start Enrollment</b>	
Funded Enrollment	1211
Actual Enrollment	1207
Percentage of Actual Attendance	86%

<b>Early Head Start Enrollment</b>	
Funded Enrollment	144
Actual Enrollment	144
Percentage of Actual Attendance	69%

<b>Early Head Start Expansion Enrollment</b>	
Funded Enrollment	40
Actual Enrollment	40
Percentage of Actual Attendance	75%

**Enrollment Report for December 2015**

<b>Head Start Enrollment</b>	
Funded Enrollment	1211
Actual Enrollment	1221
Percentage of Actual Attendance	86%

<b>Early Head Start Enrollment</b>	
Funded Enrollment	144
Actual Enrollment	146
Percentage of Actual Attendance	74%

<b>Early Head Start Expansion Enrollment</b>	
Funded Enrollment	40
Actual Enrollment	40
Percentage of Actual Attendance	84%

**Disabilities Report for November 2015**

Head Start            108  
Early Head Start    16

**Disabilities Report for December 2015**

Head Start            108  
Early Head Start    16  
EHS Expansion       2

**Comments/Program Up-dates**

There are no program updates at this time.

## Attachment 2

### SETA MONTHLY FISCAL REPORT 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5210**

Month: November 1 - November 30, 2015

Delegate: SCUSD - Child Development Department

Remit to address General Accounting Department - 802A

5735 47th Avenue

SACRAMENTO, CA 95824

Agreement No.: 09CH0012-005


Program:  PA 22 HS BASIC R5210

PA 20 BASIC T/TA

PA 25 EHS

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I.  A D M I N	Personnel	10,138.62	31,269.95	324,782.00	293,512.05
	Fringe Benefits	4,631.56	17,125.22	200,814.00	183,688.78
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	0.00	736.26	20,000.00	19,263.74
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	27.50	245.22	1,200.00	954.78
	Indirect Costs 3.91%	29,879.09	97,027.63	324,203.00	227,175.37
	<b>I. TOTAL ADMINISTRATION</b>	<b>\$44,676.77</b>	<b>\$146,404.28</b>	<b>\$870,999.00</b>	<b>\$724,594.72</b>
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$44,676.77	\$146,404.28	\$870,999.00	\$724,594.72	
II.  P R O G R A M	Personnel	464,979.71	1,486,764.75	4,000,388.00	2,513,623.25
	Fringe Benefits	280,311.55	917,786.85	3,211,013.00	2,293,226.15
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	149.08	11,820.76	275,059.00	263,238.24
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	4,215.91	15,775.86	258,373.00	242,597.14
	<b>II. TOTAL PROGRAM</b>	<b>\$749,656.25</b>	<b>\$2,432,148.22</b>	<b>\$7,744,833.00</b>	<b>5,312,684.78</b>
NON-FEDERAL PROGRAM Basic & T/TA August & September	\$0.00	\$267,106.71	\$2,158,958.00	1,891,851.29	
<b>TOTAL SETA COSTS ( I + II )</b>	<b>\$794,333.02</b>	<b>\$2,578,552.50</b>	<b>\$8,615,832.00</b>	<b>6,037,279.50</b>	
Gerardo Castillo 		12/14/2015	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature		Date	Prepared By	Phone	

### Attachment 3

**SETA MONTHLY FISCAL REPORT**  
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815  
**R5212**

Month: November 1 - November 30, 2015

Delegate: SCUSD - Child Development Department

Remit to address General Accounting Department - 802A

5735 47th Avenue

SACRAMENTO, CA 95824

Agreement No.: 09CH0012-005

Program:  PA 22 HS BASIC

PA 20 BASIC T/TA R5212

PA 25 EHS

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I. A D M I N	Personnel				0.00
	Fringe Benefits				0.00
	Travel				0.00
	Equipment				0.00
	Supplies				0.00
	Contractual				0.00
	Construction				0.00
	Other				0.00
	Indirect 3.91%	13.03	43.70	753.00	709.30
	<b>I. TOTAL ADMINISTRATION</b>	<b>\$13.03</b>	<b>\$43.70</b>	<b>\$753.00</b>	<b>\$709.30</b>
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$13.03	\$43.70	\$753.00	\$709.30	
II. P R O G R A M	Personnel	0.00	0.00	0.00	0.00
	Fringe Benefits	0.00	0.00	0.00	0.00
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	437.50	1,037.50	1,000.00	(37.50)
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	0.00	80.00	18,247.00	18,167.00
					0.00
	<b>II. TOTAL PROGRAM</b>	<b>\$437.50</b>	<b>\$1,117.50</b>	<b>\$19,247.00</b>	<b>18,129.50</b>
NON-FEDERAL PROGRAM Basic & T/TA August	\$0.00	\$0.00	\$0.00	0.00	
<b>TOTAL SETA COSTS ( I + II )</b>	<b>\$450.53</b>	<b>\$1,161.20</b>	<b>\$20,000.00</b>	<b>18,838.80</b>	
Gerardo Castillo		12/14/2015	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature		Date	Prepared By	Phone	

## Attachment 4

**SETA MONTHLY FISCAL REPORT**  
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815  
**R5213**

Month: November 1 - November 30, 2015

Delegate: SCUSD - Child Development Department

Remit to address General Accounting Department - 802A

5735 47th Avenue

SACRAMENTO, CA 95824

Agreement No.: 09CH0012-005

Program:  PA 22 HS BASIC

PA 20 BASIC T/TA

PA 25 EHS R5213

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
		Current Period & Adjustments	Cumulative To Date			
I. A D M I N	Personnel	1,544.83	6,274.69	39,087.00	32,812.31	
	Fringe Benefits	870.51	3,502.80	31,096.00	27,593.20	
	Travel	0.00	0.00	0.00	0.00	
	Equipment	0.00	0.00	0.00	0.00	
	Supplies	0.00	305.02	1,500.00	1,194.98	
	Contractual	0.00	0.00	0.00	0.00	
	Construction	0.00	0.00	0.00	0.00	
	Other	0.00	0.00	100.00	100.00	
	Indirect Costs 3.91%	4,274.21	16,645.52	57,836.00	41,190.48	
	<b>I. TOTAL ADMINISTRATION</b>		<b>\$6,689.55</b>	<b>\$26,728.03</b>	<b>\$129,619.00</b>	<b>\$102,890.97</b>
Non-Federal Administration						
Total Fed. And Non-Fed. Administration		\$6,689.55	\$26,728.03	\$129,619.00	\$102,890.97	
II. P R O G R A M	Personnel	63,535.65	243,721.42	748,070.00	504,348.58	
	Fringe Benefits	41,649.98	163,617.14	623,367.00	459,749.86	
	Travel	0.00	0.00	0.00	0.00	
	Equipment	0.00	0.00	0.00	0.00	
	Supplies	0.00	4,367.48	17,808.00	13,440.52	
	Contractual	0.00	0.00	0.00	0.00	
	Construction	0.00	0.00	0.00	0.00	
	Other	1,713.82	3,928.18	18,178.00	14,249.82	
	<b>II. TOTAL PROGRAM</b>		<b>\$106,899.45</b>	<b>\$415,634.22</b>	<b>\$1,407,423.00</b>	<b>991,788.78</b>
NON-FEDERAL PROGRAM Basic & T/TA August & September		\$0.00	\$39,397.12	\$391,152.00	351,754.88	
<b>TOTAL SETA COSTS ( I + II )</b>		<b>\$113,589.00</b>	<b>\$442,362.25</b>	<b>\$1,537,042.00</b>	<b>1,094,679.75</b>	
Gerardo Castillo		12/14/2015	Shelagh Ferguson	916.643.7878		
Chief Business Officer - Authorized Signature		Date	Prepared By	Phone		

## Attachment 5

### SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5216**

Month: November 1 - November 30, 2015

Delegate: SCUSD - Child Development Department

Remit to address General Accounting Department - 802A

5735 47th Avenue

SACRAMENTO, CA 95824

Agreement No.: 09CH0012-005

Program:  PA 22 HS BASIC

PA 20 BASIC T/TA

PA 25 EHS

PA 26 EHS T/TA R5216

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
ADMINISTRATIVE	Personnel				0.00
	Fringe Benefits				0.00
	Travel				0.00
	Equipment				0.00
	Supplies				0.00
	Contractual				0.00
	Construction				0.00
	Other				0.00
	Indirect 3.91%	74.50	84.27	1,037.00	952.73
	<b>I. TOTAL ADMINISTRATION</b>		<b>\$74.50</b>	<b>\$84.27</b>	<b>\$1,037.00</b>
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$74.50	\$84.27	\$1,037.00	\$952.73	
PROGRAM	Personnel	0.00	0.00	0.00	0.00
	Fringe Benefits	0.00	0.00	0.00	0.00
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	1,188.74	1,338.74	2,725.00	1,386.26
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	750.00	816.67	23,802.00	22,985.33
					0.00
	<b>II. TOTAL PROGRAM</b>	<b>\$1,938.74</b>	<b>\$2,155.41</b>	<b>\$26,527.00</b>	<b>24,371.59</b>
NON-FEDERAL PROGRAM Basic & T/TA August	\$0.00	\$0.00	\$0.00	0.00	
<b>TOTAL SETA COSTS (I + II)</b>	<b>\$2,013.24</b>	<b>\$2,239.68</b>	<b>\$27,564.00</b>	<b>25,324.32</b>	

Gerardo Castillo	12/14/2015	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

CHILD DEVELOPMENT DEPARTMENT  
SETA MONTHLY FISCAL REPORT

R5211

Month: November 1 - November 30, 2015

Agreement No.: 15C5551S0(2)

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Program:  PA 3125 EHS-CCP BASIC R5211

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A

PA 3120 EHS-CCP T/TA R5221

5735 47TH AVENUE

PA 3128 EHS-CCP START UP R5243

SACRAMENTO, CA 95824

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I Personnel	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
A Occupancy	0.00	0.00	0.00	0.00
D Staff Travel	0.00	0.00	0.00	0.00
M Supplies	0.00	0.00	0.00	0.00
I Other	0.00	0.00	0.00	0.00
N Indirect Costs 4.51% & 3.91%	1,944.81	8,521.67	28,280.00	19,758.33
I. TOTAL ADMINISTRATION	\$1,944.81	\$8,521.67	\$28,280.00	\$19,758.33
NON-FEDERAL ADMINISTRATION *				
TOTAL FED & NON-FED ADMIN	\$1,944.81	\$8,521.67	\$28,280.00	\$19,758.33
II a. Personnel**	27,578.59	122,266.47	374,193.00	251,926.53
b. Fringe Benefits**	19,186.12	71,257.02	265,638.00	194,380.98
P c. Travel	0.00	0.00	0.00	0.00
R d. Equipment	0.00	0.00	0.00	0.00
O e. Supplies	0.00	19,851.11	25,095.00	5,243.89
G f. Contractual	0.00	0.00	0.00	0.00
R g. Construction	0.00	0.00	0.00	0.00
A h. Other	2,974.56	3,074.99	6,794.00	3,719.01
M				
II. TOTAL PROGRAM	\$49,739.27	\$216,449.59	\$671,720.00	455,270.41
NON-FEDERAL PROGRAM Basic & T/TA July, August & September	\$0.00	\$24,198.42	\$179,375.00	155,176.58
TOTAL SETA COSTS (I+II)	\$51,684.08	\$224,971.26	\$700,000.00	475,028.74

Gerardo Castillo

12/9/2015

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

**SUBSIDIZED SLOTS**

How many subsidized slots are you contractually obligated to retain? 8

How many subsidized slots do you currently have? 7  
88%

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.

**SETA - SUBSIDY LOSS REIMBURSEMENT CLAIM**

*Please complete a separate claim for each child that has lost a subsidy.*

Program: PA 3125 EHS-CCP Basic (contractual)

Month: November 2015

Full Name of Child: Miyah Pierce

Full Name of Parent: Aubryn Alston & Brandon Pierce

Agency: Sacramento City Unified School District

First day without subsidy: 10/5/15

Address: 7800 Lemon Hill Ave

(mm/dd/yyyy)

Sacramento, CA 95824

**Note:** This claim assumes the loss of a CDE-CCTR subsidy. If any other subsidy was lost, please contact the SETA Fiscal Department immediately to receive alternate reimbursement instructions.

**Instructions:**


- \* Report the number of days for the current month in which there was a subsidy loss for the child being claimed.
- \* SETA will not reimburse any loss of parent fees or enrollment fees.

	Current Month	Adjustment Factor	Adjusted Days of Enrollment
<b>Toddlers (18 up to 36 months)</b>			
Full-time-plus		1.652	0
Full-time		1.400	0
Three-quarters-time	17	1.050	17.85
One-half-time		0.770	0
<b>Three Years and Older</b>			
Full-time-plus		1.180	0
Full-time		1.000	0
Three-quarters-time		0.750	0
One-half-time		0.550	0
<b>Exceptional Needs</b>			
Full-time-plus		1.416	0
Full-time		1.200	0
Three-quarters-time		0.900	0
One-half-time		0.660	0
<b>Limited and Non-English Proficient</b>			
Full-time-plus		1.298	0
Full-time		1.100	0
Three-quarters-time		0.825	0
One-half-time		0.605	0
<b>At Risk of Abuse or Neglect</b>			
Full-time-plus		1.298	0
Full-time		1.100	0
Three-quarters-time		0.825	0
One-half-time		0.605	0
<b>Severly Disabled</b>			
Full-time-plus		1.770	0
Full-time		1.500	0
Three-quarters-time		1.125	0
One-half-time		0.825	0
<b>TOTAL DAYS OF ENROLLMENT</b>			<b>17.85</b>

<b>SETA Program Approval</b>
Signature
Date
Comments

Contractual Rate of Reimbursement From Lost Subsidy: \$ 38.29

**TOTAL LOST SUBSIDY REIMBURSEMENT \$ 683.48**

	<u>12/10/15</u>	May Song	(916) 643-7882
Authorized Signature	Date	Prepared By	Phone

**Documentation to be submitted with claim or already on file with SETA:**

1. CDE NOA verifying that the child was dropped from CDE
2. CDE NOA prior to the drop NOA that verifies the last subsidy status
3. Current CDE CCTR contract verifying reimbursement rate
4. Attendance documentation verifying enrollment days claimed above



**Sacramento City Unified School District  
Child Development Department**

**Category Report**

Date range from 11/02/2015 to 11/30/2015

Center : Elder Creek

Child's Name	Program Code	Needs Code	FT Plus	FT	Three QT	HT	QT	Enrolled Days	Present	Excabs	Attnd Days	UNEXCA bs	UnAdj CDES	Non Reimb Days	Non Enroll Days
✓ Blythe, Audrey (8164)	CCTR	27	0	17	0	0	0	17	10	7	17	0	17	0	0
✓ Leyva, Aurelia (3831)	CCTR	27	0	17	0	0	0	17	13	4	17	0	17	0	0
✓ Linh, Joanna (6074)	CCTR	27	0	0	17	0	0	17	15	2	17	0	17	0	0
✓ Long, Dezmund (9155)	CCTR	27	0	17	0	0	0	17	6	11	17	0	17	0	0
✓ Picasso Bruno, Richard (3868)	CCTR	27	0	0	17	0	0	17	12	5	17	0	17	0	0
✓ Tinajero Cardenas, Sofia (9152) (N)	CCTR	27	0	16	0	1	0	17	16	1	17	0	17	0	0
✓ Yang, Wes (8182)	CCTR	27	0	17	0	0	0	17	11	6	17	0	17	0	0
<b>TOTALS FOR PROGRAM</b>	<b>CCTR</b>		<b>0</b>	<b>84</b>	<b>34</b>	<b>1</b>	<b>0</b>	<b>119</b>	<b>83</b>	<b>36</b>	<b>119</b>	<b>0</b>	<b>119</b>	<b>0</b>	<b>0</b>
Child's Name	Program Code	Needs Code	FT Plus	FT	Three QT	HT	QT	Enrolled Days	Present	Excabs	Attnd Days	UNEXCA bs	UnAdj CDES	Non Reimb Days	Non Enroll Days
✓ Pierce, Miyah (9221)	EHSCom	27	0	0	17	0	0	17	14	3	17	0	17	0	17
<b>TOTALS FOR PROGRAM</b>	<b>EHSCom</b>		<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>14</b>	<b>3</b>	<b>17</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>17</b>
<b>TOTALS FOR CENTER: Elder Creek</b>			<b>0</b>	<b>84</b>	<b>51</b>	<b>1</b>	<b>0</b>	<b>136</b>	<b>97</b>	<b>39</b>	<b>136</b>	<b>0</b>	<b>136</b>	<b>0</b>	<b>17</b>

**Elder Creek ECCC-3**

Staff Use Only

November 2015

Date	Day	Time In	Full Signature	Out	Initials	In	Initials	Time Out	Full Signature	Absence Reason	Code
11/02/15	M	8:30	<i>[Signature]</i>					2:00	<i>[Signature]</i>		
11/03/15	T	8:30	<i>[Signature]</i>					1:45	<i>[Signature]</i>		
11/04/15	W		<i>[Signature]</i>								
11/05/15	TH		<i>[Signature]</i>								
11/06/15	F										
11/09/15	M	8:30	<i>[Signature]</i>					1:30	<i>[Signature]</i>		
11/10/15	T	8:30	<i>[Signature]</i>					2:00	<i>[Signature]</i>		
11/11/15	W										
11/12/15	TH	8:30	<i>[Signature]</i>					1:45	<i>[Signature]</i>		
11/13/15	F	8:45	<i>[Signature]</i>					2:15	<i>[Signature]</i>		
11/16/15	M	8:31	<i>[Signature]</i>					2:30	<i>[Signature]</i>		
11/17/15	T	8:45	<i>[Signature]</i>					2:30	<i>[Signature]</i>		
11/18/15	W	9:00	<i>[Signature]</i>					2:30	<i>[Signature]</i>		
11/19/15	TH	8:30	<i>[Signature]</i>					2:45	<i>[Signature]</i>		
11/20/15	F	8:35	<i>[Signature]</i>					2:00	<i>[Signature]</i>		
11/23/15	M	8:35	<i>[Signature]</i>					2:30	<i>[Signature]</i>		
11/24/15	T	8:10	<i>[Signature]</i>					2:30	<i>[Signature]</i>		
11/25/15	W										
11/26/15	TH										
11/27/15	F										
11/30/15	M	8:29	<i>[Signature]</i>					2:00	<i>[Signature]</i>		

**Pierce, Miyah**

Alston, Aubym

Pierce, Brandon

Notes: ~~SHS News 2/1/15~~

Family ID: 9221

School Contract

Non-School Contract

- Monday 9:00AM - 2:30PM
- Tuesday 9:00AM - 2:30PM
- Wednesday 9:00AM - 2:30PM
- Thursday 9:00AM - 2:30PM
- Friday 9:00AM - 2:30PM
- Non-Variable

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Non-Variable

**CHILD DEVELOPMENT DEPARTMENT  
SETA MONTHLY FISCAL REPORT**

R5221

Month: November 1 - November 30, 2015Agreement No.: 15C5551S0(2)Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICTProgram:  PA 3125 EHS-CCP BASIC R5211Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A PA 3120 EHS-CCP T/TA R52215735 47TH AVENUE PA 3128 EHS-CCP START UP R5243SACRAMENTO, CA 95824

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I Personnel	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
A Occupancy	0.00	0.00	0.00	0.00
D Staff Travel	0.00	0.00	0.00	0.00
M Supplies	0.00	0.00	0.00	0.00
I Other	0.00	0.00	0.00	0.00
N Indirect Costs 4.51% & 3.91%	42.22	79.98	707.00	627.02
I. TOTAL ADMINISTRATION	\$42.22	\$79.98	\$707.00	\$627.02
NON-FEDERAL ADMINISTRATION *				
TOTAL FED & NON-FED ADMIN	\$42.22	\$79.98	\$707.00	\$627.02
II. a. Personnel**	271.08	271.08	2,000.00	1,728.92
b. Fringe Benefits**	58.84	58.84	1,000.00	941.16
P c. Travel	0.00	711.87	5,293.00	4,581.13
R d. Equipment	0.00	0.00	0.00	0.00
O e. Supplies	0.00	0.00	500.00	500.00
G f. Contractual	0.00	0.00	0.00	0.00
R g. Construction	0.00	0.00	0.00	0.00
A h. Other	750.00	877.19	8,000.00	7,122.81
M				
II. TOTAL PROGRAM	\$1,079.92	\$1,918.98	\$16,793.00	14,874.02
NON-FEDERAL PROGRAM				
	\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I + II)	\$1,122.14	\$1,998.96	\$17,500.00	15,501.04

Gerardo Castillo

12/9/2015

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

**SUBSIDIZED SLOTS**How many subsidized slots are you contractually obligated to retain? 8How many subsidized slots do you currently have? 7  
88%

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.

**Attachment 8**

**CHILD DEVELOPMENT DEPARTMENT  
SETA MONTHLY FISCAL REPORT**

**R5243**

Month: November 1 - November 30, 2015

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A  
5735 47TH AVENUE  
SACRAMENTO, CA 95824

Agreement No.: 15C5551S0(2)

Program:  PA 3125 EHS-CCP BASIC R5211  
 PA 3120 EHS-CCP T/TA R5221  
 PA 3128 EHS-CCP START UP R5243

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I. Personnel	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
A Occupancy	0.00	0.00	0.00	0.00
D Staff Travel	0.00	0.00	0.00	0.00
M Supplies	0.00	0.00	0.00	0.00
I Other	0.00	0.00	0.00	0.00
N Indirect Costs 4.51% & 3.91%	0.00	0.00	0.00	0.00
I. TOTAL ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$0.00
NON-FEDERAL ADMINISTRATION *				
TOTAL FED & NON-FED ADMIN	\$0.00	\$0.00	\$0.00	\$0.00
II. Personnel**	0.00	0.00	0.00	0.00
b. Fringe Benefits**	0.00	0.00	0.00	0.00
P c. Travel	0.00	0.00	0.00	0.00
R d. Equipment	0.00	0.00	0.00	0.00
O e. Supplies	0.00	560.64	15,785.00	15,224.36
G f. Contractual	0.00	0.00	0.00	0.00
R g. Construction	0.00	0.00	14,915.00	14,915.00
A h. Other	0.00	525.00	0.00	(525.00)
M				
II. TOTAL PROGRAM	\$0.00	\$1,085.64	\$30,700.00	29,614.36
NON-FEDERAL PROGRAM	\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I+II)	\$0.00	\$1,085.64	\$30,700.00	29,614.36

Gerardo Castillo 	12/9/2015	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

**SUBSIDIZED SLOTS**

How many subsidized slots are you contractually obligated to retain? 8

How many subsidized slots do you currently have? 7  
88%

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.