

**GUADALUPE UNION SCHOOL DISTRICT
BOARD OF EDUCATION**

REGULAR SCHOOL BOARD MEETING

Wednesday, August 10, 2016

5:30 pm – Call to Order, Adjournment to Closed Session

6:00 pm – Reconvene to Public Session

LOCATION OF MEETING: MARY BUREN ELEMENTARY SCHOOL
 MULTIPURPOSE ROOM
 1050 PERALTA STREET, GUADALUPE, CA

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (805)343-2114. Notification of 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.

Any of the materials related to items on this agenda are available for viewing at the Office of the District Superintendent, 4465 Ninth Street, Guadalupe, CA during regular business hours, 8:00 am to 5:00 pm, Monday through Friday; telephone 805-343-2114.

I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

II. Adjourn to closed session

Closed Session Public Comments: This section of the agenda is intended for members of the public to address the Board of Education on items involving the school district that are being considered **Closed Session**. Such testimony shall be limited to three (3) minutes each person and fifteen (15) minutes each topic. If an answer to a specific question is requested, the Board President will, if appropriate, direct administration to respond in writing.

The Board will consider and may act upon any of the following items in closed session. Any action taken will be reported publicly at the end of closed session.

- A. Certificated and/or Classified Personnel Order 2016/2017-02
 (The Board will be asked to review and approve a number of routine transfers, reassignments, promotions, evaluations, terminations, resignations and hiring as reported by the District Superintendent.) Government Code Section 54957
- B. Real Estate Negotiations Pursuant to Government Code §54956.8.

III. Reconvene in open session; announce closed session actions

The Board will announce any action taken on Public Employees Certificated and/or Classified Personnel.

IV. Open Session – Public Comments

The Board of Trustees will receive comments about items and issues not appearing on tonight's agenda. We ask that those who address the Board limit their remarks to three (3) minutes. Open meeting laws and fairness to other residents, who may have an interest in your topic, prohibit the Board from taking action or engaging in extended discussion of your concerns. The Board may direct its district staff to meet at a later date with speakers who have specific concerns or needs. The Board may also direct that an issue be placed on a future agenda for discussion and consideration. This permits the Board and staff members to prepare and receive necessary information and for the public to be aware that a topic is being formally considered. We appreciate your cooperation.

Any person may address the Board concerning any item on the agenda and may be granted three (3) minutes to make a presentation to the Board at the time a specific item is under discussion or, in the case of a closed session item, prior to the Board convening in closed session. A form is available from the Superintendent's secretary that should be completed and returned to her. Please indicate on the form if additional time is requested and state the reason. The president may grant additional time if circumstances permit.

The public may address the board on any matter pertaining to the school district that is not on the agenda.

V. Superintendent's Report

The Superintendent may report to the Board about various matters involving the district. There will be no board discussion except to ask questions or refer matters to staff, and no action will be taken. The item(s) may be listed on a subsequent agenda.

- Drop Out/Graduation Rate Study for Guadalupe Union School District
Dr. Ken Parker, Grant Consultant

VI. Board Member Reports

Each member of the Board may report about various matters involving the district. There will be no board discussion except to ask questions or refer matters to staff, and no action will be taken. The item(s) may be listed on a subsequent agenda.

VII. Consent Agenda

The Board will be asked to approve all of the following items by a single vote, unless any member of the board or if the public asks that an item be removed from the consent agenda and considered and discussed separately.

- A. Approval of Minutes of the Regular Meeting of July 13, 2016.
- B. Approval of Warrant Listing Report of Expenditures.

It is being recommended that Consent Agenda Items VII. A and B be approved, as presented.
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VIII. Items Scheduled for Action

A. General Functions

1. **Adoption of Guadalupe Union School District Board Mission, Vision and Core Beliefs.** The Board will review and consider the adoption of the revised Board Mission, Vision and Core Beliefs effective the 2016/2017 school year.

It is recommended that the Board approve the revised Guadalupe Union School District Board Mission, Vision and Core Beliefs, as presented.

2. **Approval of Legal Services Agreement By and Between the Guadalupe Union School District and Jones Hall, A Professional Law Corporation, for Bond Counsel and Disclosure Counsel Services in Connection with General Obligation Bond Proceedings.** The Board will review and consider the approval of the Legal Services Agreement to provide services as bond counsel in connection with the issuance and sale of the Bonds for the purpose of providing financing of mentioned projects.

It is being recommended that the Board approve the Legal Services Agreement By and Between the Guadalupe Union School District and Jones Hall, A Professional Law Corporation, for Bond Counsel and Disclosure Counsel Services in Connection with General Obligation Bond Proceedings, as presented.

3. **Adoption of Resolution 2016/2017-03; Proposition 51 – Kindergarten through Community College Public Education Facilities Bond Act of 2016.** The Board will review and consider the adoption of Resolution 2016/2017-03. Proposition 51 provides for renovation and upgrade of existing classrooms, construction of new classrooms to accommodate growth, and for career technical education facilities to provide job training to meet the trained workforce needs of California's employers.

Roll Call will be taken for the approval and adoption of Resolution 2016/2017-03, as presented.

B. Employees/Personnel

1. **Approval and Adoption of Job Description (Classified) – Case Manager/Educator.** The Board will review and consider the approval and adoption of the proposed job description (Classified) Case Manager/Educator.

It is being recommended that the Board approve and adopt the job description (Classified) Case Manager/Educator, as presented.

2. **Approval of Agreement between the Guadalupe Union School District and Burnham Benefits Insurance Services – 2016/2017 School Year.** Prior to taking action, the Board will review and consider approving the Agreement between the Guadalupe Union School District and Burnham Benefits

Insurance Services. Mrs. Maggie Lepore, Senior Account Executive will be present to provide an overview of their services and to address questions the Board may have.

It is being recommended that the Board approve the Agreement between the Guadalupe Union School District and Burnham Benefits Insurance Services – 2016/2017 School Year, as presented.

C. Child Nutrition/Food Services

1. **Formal Adoption of Amended/Revised Board Policy 5030 – Student Wellness.** The Board will review and consider the Formal Adoption of the amended/revised Board Policy 5030 – Student Wellness.

It is being recommended that the Board formally adopt the amended/revised Board Policy 5030 – Student Wellness, as presented.

D. Curriculum and Instruction

1. **Approval & Adoption of College Preparatory Math Materials for 6th – 8th grades.** The Board will review and consider the approval and adoption of the College Preparatory Math Materials. Books are available for all students in Sixth through Eighth Grades.

It is being recommended that the Board approve and adopt the College Preparatory Math Materials for students in grades Sixth through Eighth, as presented.

IX. Items Scheduled for Information/Discussion

A. General Functions

1. Second Reading: Updated AR.BP 5144.1 – Students: Suspension and Expulsion/Due Process.
2. Board and Superintendent Protocols.
3. Board Self-Evaluation 2015/2016.
4. SBCEO Williams Quarterly Report.

B. Business/Finance

1. Fund Balance Summary – July 31, 2016

C. Transportation

1. Policies: Transportation: BP/AR: 3540 and Transportation Routes and Services: BP/AR 3541

D. Employee Personnel

1. Music/Band Teacher

X. Future Agenda Items

XI. Adjournment

Future Meetings:

Regular School Board Meeting - Wednesday, September 14, 2016 5:30 pm at Mary Buren Elementary School, 1050 Peralta Street, Guadalupe, CA 93434.

**GUADALUPE UNION SCHOOL DISTRICT
BOARD OF EDUCATION**

REGULAR SCHOOL BOARD MEETING BACKUP

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It is recommended that the Board approve the revised Guadalupe Union School District Board Mission, Vision and Core Beliefs, as presented.

Motion:

Seconded:

Ayes:

Noes:

Motion: Seconded: Ayes: Noes

- 1. Formal Adoption of Amended/Revised Board Policy 5030 – Student Wellness.** The Board will review and consider the Formal Adoption of the amended/revised Board Policy 5030 – Student Wellness.

Motion: Seconded: Ayes: Noes

1. Approval & Adoption of College Preparatory Math Materials for 6th – 8th grades. The Board will review and consider the approval and adoption of the College Preparatory Math Materials. Books are available for all students in Sixth through Eighth Grades.

Motion: Seconded: Ayes: Noes

1. Second Reading: Updated AR.BP 5144.1 – Students: Suspension and Expulsion/Due Process.
2. Board and Superintendent Protocols.
3. Board Self-Evaluation 2015/2016.
4. SBCEO Williams Quarterly Report.

1. Fund Balance Summary – July 31, 2016

D. Employee Personnel

1. Music/Band Teacher

X. Future Agenda Items

XI. Adjournment

Future Meetings:

Regular School Board Meeting - Wednesday, September 14, 2016 5:30 pm at Mary Buren Elementary School, 1050 Peralta Street, Guadalupe, CA 93434.

Drop Out/Graduation Rate Study for Guadalupe Union Elementary School District

For: Ed Cora, Superintendent, Guadalupe Union School District
From: Kenneth C. Parker Ed.D. Consultant
Regarding: Drop Out/Graduation Rate Study

Background

The geographic distance of Guadalupe from the high schools that serve its graduates has made it difficult to track subsequent student success toward high school graduation. This reality necessitated a study of high school students who originated from Guadalupe's junior high school, Kermit McKenzie, to determine the success they had in attaining high school graduation. Lessons learned from these studies, and a related review of the professional literature, were stated as Findings, Conclusions and Recommendations at the end of this study.

In the final analysis, the mission of this study was to learn from the past to inform future educational practice.

The Guadalupe Union Elementary School District sends the vast majority of its public school students to **Ernest Righetti High School***, a public high school that is part of the Santa Maria Joint Union High School District. Students who do not attend Righetti High School traditionally attend either:

1. **Pioneer High School***
2. **Santa Maria High School***
3. **Delta High School** (continuation or independent study)*
4. **Orcutt Academy High School**
5. **St. Joseph High School**
6. **Valley Christian Academy High School**
7. Other small independent study charter high school programs
8. Other high schools outside of the area, region, state or country

*Due to data constraints, Guadalupe graduates were studied from throughout the Santa Maria Joint Union High School District and not school-by-school within the SMJUHSD.

Assumptions

- Individual student data was not used in this study. Only group data and information gained from the professional literature were used to accomplish the purposes of this study.
- The anonymity and privacy of all students was respected.
- At the state level, drop out statistics are based upon complex calculations of four successive graduating classes. That calculation was not possible at the local level.

Research Method

Guadalupe student graduation data from the 8th grade Kermit McKenzie class of 2011 was subsequently studied in 2015, the year students from the 2011 class would have experienced on-time graduation from high school. Treatment of data included number, percentage data and findings from a literature review. Data and information gained from a review of the literature was reported as it appeared in the literature.

Purpose

The purpose of this study was to determine the number of students graduating and not graduating from the Kermit McKenzie Jr. High School's eighth grade class of 2011 and the subsequent number who later graduated from high school in 2015 - four years later. It should be noted that when the 2016 high school graduation statistics are available these data should be studied as well.

Further, this study endeavored to associate failure to graduate with causes studied in the professional literature. Examples of reasons for failure to graduate from high school included, but were not limited to, poor attendance, poor behavior and/or poor academic performance.

Problem

The level of high school success experienced by Guadalupe students is largely unknown.

Research Questions

1. How many students graduated from the eighth grade class at Kermit McKenzie Jr. High School in June of 2011?
2. How many eighth grade students failed to graduate eighth grade at Kermit McKenzie on time in June of 2011?
3. How many students graduated from high school on time in 2015 from the 2011 Kermit McKenzie graduating class?
4. How many students graduated from high schools other than those in the SMJUHSD?
5. How many students had no record of graduation?
6. Were there early predictors of possible drop out or late graduation?

A Brief Review of the Literature

Model Programs - Among research available from the US Department of Education website was an exhaustive dropout study done in Colorado and published in 2008. Though the timeliness of the research is 8 years old, this study, entitled Check and Connect or What Works Clearinghouse - Drop Out Prevention was exceptionally robust, in that it offered dropout prevention strategies that were thorough and programmatic in format – allowing the user to implement various strategies that help students to

stay on track toward timely academic graduation. The heart of this research was included in the Appendix for your review. The six recommendations from this study were:

1. Recommendation One - Use data systems that support a realistic diagnosis and identification of the students who are at high risk of dropping out of high school.
2. Recommendation Two – Assign adult advocates to students at risk of dropping out.
3. Recommendation Three – Provide academic support and enrichment to improve academic performance.
4. Recommendation Four – Implement programs that improve students’ classroom and social skills.
5. Recommendation Five – Personalize the learning environment and instructional process.
6. Recommendation Six - Provide rigorous and relevant instruction to identified students.

Effective delivery of targeted AVID strategies could very well accomplish much of the Check and Connect/ What Works Clearinghouse program emphasis. Please consult Appendix for more information on Check and Connect.

California Graduation Data - A review of state-wide dropout data found that the state of California recently announced a state-wide graduation rate of 80.2%. Though data was not available to precisely replicate state-wide graduation statistical calculations, the integrity of local data was enough to have high confidence in it as an accurate reflection of high school graduation success among Guadalupe students.

Findings - Local Data

Note: It is important to note that this study would not have been possible without the kind and patient help of Jenni Allen, Student Information System Analyst in the Santa Maria Joint Union High School District; Tammy Rhine, Executive Assistant to the Superintendent of SMJUHSD; Carla Benevedo, Administrative Assistant of the Guadalupe USD; and Veronica Barrios, Administrative Assistant Services-Ed Services also of the Guadalupe USD.

The following data was reported in chart format listing the numbers of high school graduates from the Kermit McKenzie Jr. High graduating classes of 2011 and relating that to their graduation status in June of 2015 from the SMJUHSD and other valley high schools. Findings are listed by category for 2015.

- Chart One displays Kermit McKenzie subgroup data from SMJUHSD.
- Chart Two displays graduation rates from the SMJUHSD in 2015 for Guadalupe graduates of 2011.
- Chart Three lists the Guadalupe 2015 graduation rates from St. Joseph, Valley Christian and Orcutt Academy High School.

Chart One – SMJUHSD 2015 High School Graduation Statistics for Kermit McKenzie 2011 Eighth Grade Cohort

102 Guadalupe 2011 Frosh Students Enrolled in SMJUHSD

Freshman 2011-2012 / HS Graduates June 2015		
Enrolled in SMJUHSD	#	%
Graduated	79	77%
Did Not Graduate	7	7%
CA Proficiency Exam Passage but no Diploma	1	1%
Moved to Another CA School	9	9%
No Show (Unable to determine reason)	1	1%
Transfer due to Discipline	1	1%
Moved to Another Country	2	2%
Expelled	0	0%
Moved to Another State	1	1%
Enrolled in Adult Education	0	0%
Attending College	0	0%
Moved to CA Private School	0	0%
Runaway	2	2%
Left for Unknown Reasons	0	0%
Deceased	0	0%
		100%

A review of high school graduation rates of Kermit McKenzie eighth graders show the 2015 high school graduating class (eighth graders in 2011) to have the highest graduation rate of any class from the past four years.

Chart Two - High School Graduation Rates for SMJUHSD Guadalupe Students

School Year	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
Percent Graduated	58%	68%	69%	64%	77%
Number Graduated	80	70	81	70	79
Number Enrolled in Class	137	103	117	109	102

Finally, Chart Three, below, reveals the relatively small number of Guadalupe's students who attend high school outside of the SMJUHSD.

Chart Three – Numbers of 2015 Guadalupe Graduates who Attend High School Outside of the SMJUHSD

High School	# Guadalupe Students Enrolled	% Guadalupe Students Enrolled
Orcutt Academy High School	8	5.3%
St. Joseph High School	0	0
Valley Christian High School	0	0

Findings

In the final analysis, it was almost impossible to study dropout statistics. It was, however, very possible to track and learn from a review of graduation rates.

The review of the literature revealed a strong and early relationship between poor attendance, poor behavior and poor academic performance, with future behaviors related to dropping out of school.

This year, the state of California reported a graduation rate of 80.2%. This report was based on prior years that do not align with Guadalupe's study of its 2015 high school graduating class. The gains, though from different years, are still comparable in their growth pattern.

Of the 102 Guadalupe 8th graders who enrolled in a SMJUHSD school as ninth graders in 2011, 79 (or 77%) graduated on-time with their 2015 graduating class.

Very few Guadalupe students attended other local high schools in the Santa Maria Valley. Among those who did, The Santa Maria Joint Union High School District and Orcutt Academy High School had 102 and eight Guadalupe students, respectively, in their 2015 graduating classes. This results in 110 former Kermit McKenzie 8th graders, who could have graduated from high school in 2015.

When the 8 McKenzie graduates who attended Orcutt Academy High School are combined with the 102 McKenzie graduates who attended the SMJUHSD, the total number of Guadalupe students potentially eligible for graduation in 2015 are 110. Eighty-seven of these students graduated on time with their 2015 graduating class. This resulted in a 2015 graduation rate of 79.1%. Commendably, this rate parallels the state's graduation gains of 80.2%.

Seven of the original 102 enrollees for 2011 did not graduate on-time with their class.

Twelve members of the 2011 class transferred, moved to another state, or country, or moved to another school in California prior to high school graduation.

One member of the 2011 Kermit McKenzie 8th grade class passed the CA Proficiency Exam, but did not achieve a diploma by the time of high school graduation.

In the most recent state graduation rate study, 75.4% of Hispanics graduated from high school on-time. While Hispanic data is not available for the most recent (2015) Guadalupe high school graduating class (2015), a review of other Guadalupe district data would suggest that Guadalupe is on track with state gains in this data category as well.

Conclusions and Recommendations

Faculty and staff are to be commended for proceeding on a path that has shown educational gains that have staying power through high school to graduation completion.

The 2015 Guadalupe high school graduates have the highest graduation rate of the prior 5 years. Note: No data is readily available for years prior to the past 5. Reasons for these past successes need to be identified so that best practices can be institutionalized.

Poor attendance, poor behavior and poor academic performance are all predictors of high school failure, from the earliest elementary grades. The district needs to determine if timely assessments and interventions are available to stop drop out symptoms before it is too late.

The Check and Connect program needs to be studied and looked at in parallel with AVID program strategies as a possible data-based intervention tool for students at risk of not graduating.

Final Word

In the final analysis, K-8 school districts need to work together with their union high school partner district to assure high school graduation success. Structured articulation meeting with key Righetti High School and Orcutt Academy High School teachers would support growing awareness of what is working and what is not.

Four questions could begin such articulation:

- 1) What current instructional methods and programs are responsible for these gains?
- 2) What programs not currently in use could enhance high school graduation rates for Guadalupe students?
- 3) What assessment systems do we have in place that can serve as early warning systems regarding pending failure to graduate?
- 4) Finally, would annual articulation between Kermit McKenzie and RHS and OAHS staff enhance potential for graduation? If the answer is yes, what would this look like?

**GUADALUPE UNION SCHOOL DISTRICT
BOARD OF EDUCATION**

**MINUTES OF REGULAR SCHOOL BOARD MEETING
July 13, 2016**

Board President, Anna Marie Michaud, called the regular meeting of July 13, 2016 to order at 5:30 p.m. and the flag salute was also held at this time.

MEMBERS PRESENT: Anna Marie Michaud, Maria Luisa Baro, Diana Arriola, and MaryLou Sabedra-Cuello

MEMBERS ABSENT: Sheila Marie Cepeda

STAFF PRESENT: Ed Cora, Superintendent/Board Secretary; Kim Greer, CBO, Alma Wilson, FSC Coordinator, Carla Benevedo, Administrative Assistant, Juanita Nichols, Exec. Assistant to the Superintendent.

Closed Session Board adjourned to Closed Session at 5:31 p.m.

Reconvene Board President, Mrs. Michaud called the meeting back to order at 6:08 p.m. and announced the following:

Regarding the item for Superintendent Cora's evaluation, during closed session the Board voted to give Superintendent Cora a positive evaluation for his work for the District. In compliance with the terms of the Superintendent's contract, the Board will take action in light of the positive evaluation.

Motion was made by Ms. Baro, seconded by Mrs. Arriola and carried that during closed session the Board presented Superintendent Cora with a positive evaluation. As such, in compliance with Superintendent Cora's contract, the Superintendent is entitled to a step increase and contract extension. Therefore, we move that the Board approve the following contract terms: 1) a revised contract and contract extension for the years 2016-2019 in the form provided to the Board, and available to the public upon request, 2) a 2% increase to match the 2% increase given to other certificated management employees as reflected on the revised salary schedule in the form provided to the Board, 3) Superintendent Cora's placement on Step 6 on the revised salary schedule effective July 1, 2016, and 4) the annual contribution of \$10,000 towards a doctorate program of Superintendent Cora's choice in lieu of health and welfare benefits as provided to certificated managers.

VOTE: Ayes: 4 - Baro, Sabedra-Cuello, Michaud, & Arriola
Absent: 1 – Cepeda

Public Comments:	None at this time.
Superintendent's Reports	<p>Mr. Cora acknowledged and thanked the Board for their continued support. Mr. Cora also acknowledged and thanked his office support staff, administrators and managers.</p> <p>Mr. Cora reported the Summer Academy is in its fourth and final week with approximately 340 students.</p> <p>There are a number of facilities projects going on right now at both school sites:</p> <p>Mary Buren Elementary: Room 101 and Room 104 are getting remodeled and retrofitted. Special Ed staff will each have their own office and working areas. The asphalt between the Learning Center and classrooms is getting replaced. Area will be graded to prevent future flooding in that area.</p> <p>McKenzie Jr. High: Learning Center new HVAC, exterior is getting painted, new desks and chairs in classrooms, and mural painting project.</p> <p>Family Services Center: New roof.</p> <p>Both school sites and district office will be retrofitted with new LED lighting fixtures.</p> <p>Mr. Cora is scheduled to attend the annual CALSA Institute next week and looking forward to everyone coming back in August.</p> <p>Mr. Cora also reported, Mrs. Greer is working closely with Janelle Williams, District Financial Advisor with the Santa Barbara County Education office on the LCAP budget. Mr. Cora informed the Board, there is a possibility the LCAP budget might have to be brought back to the August meeting for approval.</p>
Board Reports	<p>Ms. Baro mentioned she has walked by the junior high and has seen the work that is in progress. Her niece has expressed to her that she's excited to see the new changes at the junior high.</p> <p>Mrs. Sabedra-Cuello had nothing to report at this time. Hopes everyone is enjoying their summer.</p> <p>Mrs. Arriola reported while attending her grandchildren's games, she's had the opportunity to see some really nice gymnasiums. Mrs. Arriola mentioned she will be attending her grandson's infantry graduation</p>
Consent Agenda	A motion was made by Mrs. Sabedra-Cuello, seconded by Ms. Baro and carried to approve the following Consent Agenda items:

- XIII.A. Approval of Minutes of the Regular Meeting of June 15, 2016 and Special Meeting of June 22, 2016.
- XIII.B. Approval of Warrant Listing Report of Expenditures.
- XIII.C. School Services of California (SSC) Consortium Agreement for 2016/2017.
- XIII.D. Agreement between Santa Barbara County Education Office and Guadalupe Union School District for Professional Development Services 2016/2017.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
 Absent: One - Cepeda

Action Items

Resolution #01 Roll Call was taken for the adoption of Resolution 2016/2017-01; Functional Responsibilities, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
 Absent: One – Cepeda

Resolution #02 Roll Call was taken for the adoption of Resolution 2016/2017-02; To Adopt Board Policy Manual Update on A Formal Basis: BP 4119.1/4219.1/4319.1 – Civil and Legal Rights (Revised); BP 4119.21/4219.21/4319.21 – Professional Standards; BP 4119.41/4219.41/ 4319.41 – Employees with Infectious Disease (Revised); BP/AR 4121 – Temporary/ Substitute Personnel (BP added, AR Revised); BP/AR 4154/4254/4354 – Health and Welfare Benefits (Revised). These policies were presented to the Board for review on May 11, 2016, and are now being considered for formal board adoption. The board will review and consider the adoption of Resolution 2016/2017-02; To Adopt Board Policy Manual Update on A Formal Basis – BP 4119.1/4219.1/4319.1 – Civil and Legal Rights (Revised); BP 4119.21/4219.21/4319.21 – Professional Standards; BP 4119.41/4219.41/ 4319.41 – Employees with Infectious Disease (Revised); BP/AR 4121 – Temporary/ Substitute Personnel (BP added, AR Revised); BP/AR 4154/4254/4354 – Health and Welfare Benefits (Revised).

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
 Absent: One - Cepeda

MOU Motion was made by Mrs. Sabedra-Cuello, seconded by Ms. Baro and carried that the Board approve the Memorandum of Understanding between Guadalupe Union School District and Community Action Commission of Santa Barbara County Children's Services Program and Community Action Partnership of San Luis Obispo County, Inc. Migrant and Seasonal Head Start Programs, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
 Absent: One – Cepeda

AR/BP 5144.1 CSBA Updated AR/BP 5144.1 – Students: Suspension and Expulsion/Due Process was presented as a First Reading and for board review. AR/BP 5144.1 will be presented for formal adoption at the regular meeting of September 14, 2016.

No action was required at this time.

Agreement Motion was made by Mrs. Arriola, seconded by Ms. Baro and carried to approve the Agreement for Special Services between the Guadalupe Union School District and the law firm of Liebert Cassidy Whitmore, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

Townsend Proposal Motion was made by Ms. Baro, seconded by Mrs. Arriola and carried to approve the Townsend Public Affairs Proposal of Legislative and Funding Advocacy Services, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

CSM E-Rate Motion was made by Mrs. Sabedra-Cuello, seconded by Ms. Baro and carried to approve the Contract for E-Rate Compliance Services between Guadalupe Union School District and CSM Consulting, Inc. as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

Compensation Motion was made by Mrs. Arriola, seconded by Mrs. Sabedra-Cuello and carried to approve the compensation increase for the Certificated and Classified Management, and the Confidential Employees Unit effective for the 2016/2017 school year, based on the percentage compensation increase approved for the GTA/CTA/NEA and CSEA, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

Compensation Motion was made by Ms. Baro, seconded by Mrs. Arriola and carried to approve the following, as presented: 1) the revised contract terms for Superintendent Cora for the years 2016-2019, including a contract extension and the revised salary schedule presented at the Board meeting, 2) Superintendent Cora's placement on Step 6 on the revised salary schedule effective July 1, 2016, and 3) the annual contribution of \$10,000 toward a doctorate program of Superintendent Cora's choice in lieu of health and welfare benefits.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

Agreement Motion was made by Mrs. Sabedra-Cuello, seconded by Mrs. Arriola and carried to approve the Personal Services Agreement between the Guadalupe Union School District, Santa Barbara County Public Health Department and consultant Kathi DiPeri for the 2016/2017 school year with noted correction of ending date to read 7/31/2017.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

CLEAResult Motion was made by Ms. Baro, seconded by Mrs. Sabedra-Cuello and carried to approve and ratify the CLEAResult School Energy Efficiency (SEE) Program Customer Application, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

BMA Engagement Motion was made by Mrs. Arriola, seconded by Ms. Baro and carried to approve and ratify the BMA Mechanical Engagement Letter for the Kermit McKenzie Jr. High School Site HVAC project, as presented.

Ayes: Four – Baro, Sabedra-Cuello, Michaud, and Arriola
Absent: One – Cepeda

Items Scheduled for Information/Discussion

A. General Functions

1. Board Self-Evaluation 2015/2016. *Mr. Cora announced the Board Self-Evaluation for 2015/2016 has been set up with CSBA with a window period of July 18 through midnight on July 29, 2016.*
2. Board/Superintendent Retreat – *August 1, 2016, 4:00 pm at the District Office. A light snack will be provided.*
3. Williams Uniforms Complaints Quarterly Report (April-June).

B. Employees/Personnel

1. Family Services Center Staff Transfer from Community Action Commission (CAC) to Guadalupe Union School District (GUSD) Employees. *Mr. Cora informed the Board he is working with our district legal counsel and lead negotiator on how to acquire three (3) (CAC) employees working at the Family Services Center as district employees. It is anticipated to present the job descriptions and employees up for board approval either at the August 2016 or September 2016 board meeting. Mr. Cora reported he has met with the three employees and stressed to them, their continued employment will continue as pending availability of grant funding, currently funds their positions.*
2. Music/Band Teacher – *After a brief discussion, it was decided to table this item after the November General Election.*

C. Child Nutrition/Food Services

1. Second Reading of Amended/Revised Board Policy 5030 – Student Wellness. *Policy was presented as a second reading and is scheduled for formal adoption at the regular meeting of August 10, 2016.*

D. Finance and Business

1. Fund Balance Summary – June 30 2016.

E. Pupil Personnel

1. Interdistrict Summary Report – July 2016.

Adjournment A motion was made by Mrs. Sabedra-Cuello, seconded by Ms. Baro and carried to adjourn this regular meeting of July 13, 2016 at 7:43 pm.

Next Meeting(s):

(Special Meeting) **Board/Superintendent Retreat**, August 1, 2016; 4:00 pm at District Office Conference Room, 4465 Ninth Street, Guadalupe, CA 93434

Next Regular Meeting: August 10, 2016, 5:30 p.m. at Mary Buren Elementary School, 1050 Peralta Street, Guadalupe, CA 93434.

Board of Trustees

Approved:

**GUADALUPE UNION SCHOOL DISTRICT
BOARD of TRUSTEES**

MISSION STATEMENT (Revised 8/1/16):

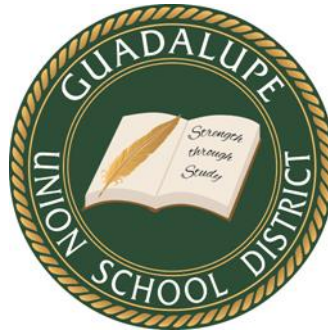
"The Guadalupe Union School District will provide each student the academic and social skills that will assist them in becoming high school graduates as well as college and career ready, independent thinkers, lifelong learners, and responsible, productive members of society. We will educate students in a safe environment and in a continuing partnership with parents and community."

VISION STATEMENT:

"Students today, our future tomorrow!"

BOARD PRIORITY AREAS:

- Academic Success
- Safety
- Student Values
- Technology



THE GUSD BOARD OF TRUSTEES VALUE AND BELIEVE IN (Revised 8/1/16)...

- *Ensuring our children receive the finest education in a safe and positive environment*
- *Using technology to provide students an educational foundation to prepare for 21st Century careers*
- *Teaching students how to maintain and respect human contact*
- *Teaching values*
- *Partnering with parents and the community to ensure every student reaches their full potential in order to succeed in reaching their educational goals*

**GUADALUPE UNION SCHOOL DISTRICT
SCHOOL DISTRICT BOARD APPROVAL LIST
August 10, 2016**

WARRANTS ISSUED FROM: July 1, 2016 TO July 31, 2016

DISTRICT VENDOR PAYMENTS	814,946.28
CERTIFICATED PAYROLL	83,191.96
CLASSIFIED PAYROLL	129,649.31
PAYROLL BENEFITS	45,747.69

TOTAL WARRANTS ISSUED	1,073,535.24
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The payable and payroll transactions listed above have been issued in accordance with the District's policies and constitute legal claims against the district. It is recommended that the Board of trustees approve them.

Pay Date 07/29/2016

Fiscal Year 2016/17

EARNINGS by Earnings Code		Income	Adjustments
No Gross Pay			2.00
Regular	212,841.27		

TOTAL 212,841.27 2.00

EARNINGS by Group		Income	Adjustments
Base Pay	121,258.29		
Miscellaneous	29,026.43		2.00
Stipends	62,556.55		

TOTAL 212,841.27 2.00

EARNINGS		Person Type	Female Employees
Certificated	24	83,191.96	20
Classified	51	129,649.31	32
TOTAL	75	212,841.27	52

Vendor Summary for Pay Date 07/29/2016

Vendor Checks	518.00	3
Vendor Liabilities	95,263.05	16
	<u>95,781.05</u>	<u>19</u>

BALANCING DATA

Gross Earnings	212,841.27	162,807.91	Net Pay
District Liability	45,747.69	50,033.36	Deductions
	<u>258,588.96</u>	<u>45,747.69</u>	Contributions
		<u>258,588.96</u>	

TAXES		Employee	Employer	Total	Subject Grosses
Federal Withholding		17,694.75		17,694.75	197,018.33
State Withholding		4,702.82		4,702.82	197,018.33
Social Security		8,437.62	8,437.62	16,875.24	136,090.43
Medicare		3,086.23	3,086.23	6,172.46	212,841.27
SUI			105.82	105.82	211,641.27
Workers' Comp			7,247.24	7,247.24	212,841.27
SUBTOTAL		33,921.42	18,376.91	52,298.33	

REDUCTIONS		Employee	Employer	Total	Subject Grosses
PERS		5,432.30	10,777.66	16,209.96	77,604.03
PERS / 62		2,724.05	6,305.32	9,029.37	45,401.20
STRS / 60		6,593.71	8,092.55	14,686.26	64,328.68
STRS / 62		1,072.88	1,466.25	2,539.13	11,655.36
SUBTOTAL		15,822.94	26,641.78	42,464.72	

DEDUCTIONS		Employee	Employer	Total	Subject Grosses
Misc		289.00	229.00	518.00	
SUBTOTAL		289.00	229.00	518.00	
TOTALS		50,033.36	45,747.69	95,781.05	

Cancel/Reissue for Process Date 07/29/2016

Reissued	
Cancel Checks	
Void ACH	

NET

Direct Deposits	134,054.79	52
Checks	28,384.12	23
Partial Net ACH	369.00	1
Negative Net		
Check Holds		
Zero Net		
TOTAL	162,807.91	75

Register 000053 - 07/01/2016

Bank Account COUNTY - County-AP

Payment Id

Comment

Check Number	01-422110	01	Check Amount	47.78	Status Cleared	Crystal L. Alley (000006 - Emp)	
472			Reimburse: petty cash-R.Clonts car wash Caravan		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		6.00
640			Reimburse: petty cash-R.Clonts car wash Chrysler		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		6.00
66385622659			Reimburse: petty cash-T.Solis adhesive for MB library stage		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		15.96
840591301201973372			Reimburse: petty cash-R.Clonts postage odd sized envelope		01- 0000- 0- 0000- 7200- 5919- 000- 0000- 0000		1.57
CA-1			Reimburse: petty cash-P.Bedolla wash mower/ launder bonnets		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		18.25
Check Number	01-422111	01	Check Amount	44.51	Status Printed	Angela R. Soares (000197 - Emp)	
MILEAGE NOV 17			Reimburse: Mileage Pupil Attendance Accounting Conf Nov 17		01- 0000- 0- 0000- 2100- 5220- 000- 0000- 0000		44.51
Check Number	01-422112	01	Check Amount	1,018.80	Status Cleared	All City Management (000048/1)	
44306			Crossing Guards 2015-16		01- 1400- 0- 1110- 1000- 5800- 000- 0000- 0000		1,018.80
Check Number	01-422113	01	Check Amount	618.31	Status Cleared	AMS.NET, Inc (000008/1)	
0004435-1			Erate charge back to customer, susstitued equipment		01- 0790- 0- 0000- 2420- 4400- 000- 0000- 0000		74.56
0005052			Services to insure VOIP functionality		01- 0000- 0- 1196- 2420- 5805- 000- 0000- 0000		543.75
Check Number	01-422114	13	Check Amount	45.75	Status Cleared	Berry Man, Inc. dba (001412/1)	
10196471			Food Service		13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000		45.75
Check Number	01-422115	01	Check Amount	125.00	Status Cleared	Central Coast Urgentcare (000138/1)	
52202C1132			Urgent Care Services		01- 1400- 0- 0000- 3600- 5800- 000- 0000- 0000		125.00
Check Number	01-422116	01	Check Amount	1,273.12	Status Cleared	Ernest Packing Solutions (000068/1)	
194314			Custodial Supplies		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		294.64
194394			Custodial Supplies		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000		978.48
Check Number	01-422117	13	Check Amount	110.22	Status Cleared	Fbc Of Henderson LLC (000059/1)	
71333398			Cafeteria:Bread Supplies		13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000		110.22
Check Number	01-422118	13	Check Amount	210.02	Status Cleared	Foster Farms Dairy (001527/1)	
176176603			Food Service:Milk		13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000		210.02
Check Number	01-422119	01	Check Amount	368.72	Status Cleared	Guadalupe Hardware Company Inc (000041/1)	
102643			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		99.74
102708			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		195.22
102863			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		73.76
Check Number	01-422120	01	Check Amount	971.52	Status Printed	Home Depot (001268/1)	
24093			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		549.48
83582			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		372.28
99996			Maintenance Supplies		01- 8150- 0- 0000- 8100- 4300- 000- 0000- 0000		49.76
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,						ESCAPE ONLINE
Sort/Group 1 = 1, Sort/Group 2 =)							Page 1 of 4

Register 000053 - 07/01/2016

Bank Account COUNTY - County-AP

Payment Id	Comment	Check Amount	Status	Printed	Kruger Bensen Ziemer Arch.,Inc (001916/1)	
Check Number 01-422121	40	Renovation KM Media Ctr Offices	675.00	40-6225-0-0000-8500-200-0000-8503	675.00	
1605						
Check Number 01-422122	01	Check Amount	354.00	Status Cleared	Mid-Coast Fire Protection Inc (000955/1)	
41586		Annual Service:Fire Extinguishers				
Check Number 01-422123	01	Check Amount	257.65	Status Cleared	Office Equip Finance System (001804/1)	
306846049		MB Front Office:Copier Fax Scanner				142.89
307058396		Canon Copier Rent MB Library\$114.75				114.76
Check Number 01-422124	01	Check Amount	253.53	Status Cleared	Perry Auto Supply (000104/1)	
143564		Auto Parts & Supplies				7.85
143635		Autot Parts & Supplies, Mower belt				122.84
143636		Auto Parts & Supplies, Mower belt				122.84
Check Number 01-422125	01	Check Amount	250.00	Status Cleared	Santa Barbara County Selpa (001215/1)	
ANDRECHEK JUN 20		ConferenceFees:K.AndrechekReadingDisabilities/Dyslexia Jun 20				250.00
Check Number 01-422126	01	Check Amount	4,811.23	Status Cleared	Santa Maria J.u. High School (000322/1)	
17258 PAPER		Paper Purchase MB, KM, DO				49.80
						697.20
						249.00
17264 PAPER		Paper Purchase MB, KM, DO				49.80
						697.20
INV16-00236 APR MAY		Pupil Transportation April & May				249.00
						954.73
						1,864.50
Check Number 01-422127	40	Check Amount	1,240.42	Status Cleared	Tri-County Office Furniture (000022/1)	
117277A		Furniture: Learning Media Center (desk)				1,240.42

Number of Items

18

12,675.58 Totals for Register 000053

2017 FUND-OBJ Expense Summary / Register 000053

01-9110*	10,217.17-
01-9501*	10,217.17
Totals for Fund 01	10,217.17
13-9110*	
13-9501*	542.99

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

011 - Guadalupe Union School District

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016

8:55AM

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Register 000053 - Fund/Obj Expense Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Expense Summary / Register 000053 (continued)

Totals for Fund 13	542.99	542.99-
40-9110*		1,915.42-
40-9501*	1,915.42	
Totals for Fund 40	1,915.42	1,915.42-
Totals for Register 000053	12,675.58	12,675.58-

2016 FUND-OBJ Summary / Register 000053

01-4300	3,012.70	
01-4310	1,892.40	
01-4380	954.73	
01-4400	74.56	
01-5220	294.51	
01-5615	257.65	
01-5640	1,864.50	
01-5800	1,320.80	
01-5805	543.75	
01-5919	1.57	
01-9500*		10,217.17-
Totals for Fund 01	10,217.17	10,217.17-
13-4710	365.99	
13-5800	177.00	
13-9500*		542.99-
Totals for Fund 13	542.99	542.99-
40-4400	1,240.42	
40-6220	675.00	
40-9500*		1,915.42-
Totals for Fund 40	1,915.42	1,915.42-
Total for Fiscal Year 2016	12,675.58	12,675.58-
01-9110*		10,217.17-
01-9501*	10,217.17	
Totals for Fund 01	10,217.17	10,217.17-
13-9110*		542.99-
13-9501*	542.99	

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

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011 - Guadalupe Union School District

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016

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ONLINE

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Register 000053 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000053 (continued)

Totals for Fund 13	542.99	542.99-
40-9110*		1,915.42-
40-9501*	1,915.42	
Totals for Fund 40	1,915.42	1,915.42-
Total for Fiscal Year 2017	12,675.58	12,675.58-
Totals for Register 000053	25,351.16	25,351.16-

* denotes System Generated entry

Net change to Cash 9110 12,675.58-Credit

Register 000054 - 07/11/2016

Bank Account COUNTY - County-AP

Payment Id	Comment				
Check Number 01-422733	01	Check Amount	112.50	Status Cleared	AMS.NET, Inc (000008/1)
0006611		Services to insure VOIP functionality		01- 0000- 0- 1196- 2420- 5805- 000- 0000- 0000	112.50
Check Number 01-422734	13	Check Amount	149.84	Status Cleared	Aramark Uniform Services Inc. (000066/1)
531657067		Food Service Supplies		13- 5310- 0- 0000- 8200- 5560- 000- 0000- 0000	83.37
531657068		Food Service Supplies		13- 5310- 0- 0000- 8200- 5560- 000- 0000- 0000	26.26
531657068-1		Windshield Towels & Inventory Maintenance		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	40.21
Check Number 01-422735	13	Check Amount	52.35	Status Cleared	Berry Man, Inc. dba (001412/1)
10198276		Cafeteria:Food Supplies		13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	52.35
Check Number 01-422736	01	Check Amount	4,259.25	Status Cleared	Boys & Girls Club Of Sm Valley (001481/1)
KM JUNE 1 TO 14 2016		Services Provided-M.Buren&McKenzie		01- 6010- 0- 1110- 1000- 5800- 000- 0000- 0000	1,369.88
MB JUNE 1 TO 14 2016		Services Provided-M.Buren&McKenzie		01- 6010- 0- 1110- 1000- 5800- 000- 0000- 0000	2,889.37
Check Number 01-422737	01	Check Amount	2,333.33	Status Cleared	Burnham Benefits Ins. Services (001832/1)
1291		July Benefits Consulting Services Monthly Fee		01- 1400- 0- 1110- 1000- 3401- 000- 0000- 0000	2,333.33
Check Number 01-422738	01	Check Amount	534.73	Status Printed	Charter Communications (000494/1)
JULY 2016		MBPS Optical Ethernet Intra		01- 1400- 0- 0000- 8200- 5910- 000- 0000- 0000	534.73
Check Number 01-422739	13	Check Amount	4,015.49	Status Cleared	City Of Guadalupe (000042/1)
FIREWORKS STAND		Inspection: Fireworks Stand		01- 9120- 0- 0000- 0000- 8699- 000- 0000- JLY4	79.00
MAY 11 TO JUN 10 -1		Water Service:GUA-0016/Cafe		13- 5310- 0- 0000- 8200- 5530- 100- 0000- 0000	1,727.62
MAY 11 TO JUN 10 -2		Water Service:GUS-0001/FSC		01- 9120- 0- 0000- 8200- 5530- 600- 0000- 0000	71.53
MAY 11 TO JUN 10 -3		Water Service:MCK-0003/KM		01- 1400- 0- 0000- 8200- 5530- 200- 0000- 0000	470.96
MAY 11 TO JUN 10 -4		Water Service:GUA-0002/MB		01- 1400- 0- 0000- 8200- 5530- 100- 0000- 0000	467.63
MAY 11 TO JUN 10 -5		Water Service:GUA-0003/MB		01- 1400- 0- 0000- 8200- 5530- 100- 0000- 0000	526.84
MAY 11 TO JUN 10 -6		Water Service:GUA-0015/MB		01- 1400- 0- 0000- 8200- 5530- 100- 0000- 0000	671.91
Check Number 01-422740	01	Check Amount	183.55	Status Cleared	Cleaning Supply Warehouse (000065/1)
39922		Cleaning Supplies		01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	183.55
Check Number 01-422741	01	Check Amount	14.00	Status Cleared	Culligan (000024/1)
FSC JUNE 2016		Bottled Water Unit:FSC		01- 9120- 0- 0000- 8200- 5530- 600- 0000- 0000	14.00
Check Number 01-422742	01	Check Amount	128.78	Status Cleared	Eagle Energy (000991/1)
148685		Fuel for District Vehicles		01- 1400- 0- 0000- 8200- 4370- 000- 0000- 0000	128.78
Check Number 01-422743	01	Check Amount	343.59	Status Cleared	Enterprise Rent-A-Car (000599/1)
700014769069		Rental Car: Herning ConferenceTC Writing Institute		01- 6264- 0- 1110- 1000- 5220- 100- 0000- 0000	250.81
950014034541		Rental Car: Mosqueda Conference Zoophonics		01- 3010- 0- 1110- 1000- 5220- 100- 0000- 0000	92.78
Check Number 01-422744	01	Check Amount	301.40	Status Printed	Els-Educational Testing Serv. (001747/1)
SP20048097		CAASPP Address Labels for Student' Score Reports		01- 0000- 0- 0000- 3160- 4310- 000- 0000- 0000	301.40

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,
Sort/Group 1 = 1, Sort/Group 2 =)

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Payment Id					
Check Number	01-422745	13	Check Amount	719.02	Status Cleared
176180603	Foster Farms Dairy (001527/1)	13-5310-0-0000-3700-4710-000-0000-0000	Food Service:Milk	274.58	
176183603	Foster Farms Dairy (001527/1)	13-5310-0-0000-3700-4710-000-0000-0000	Cafeteria: Food Supplies Milk	299.57	
176187603	Foster Farms Dairy (001527/1)	13-5310-0-0000-3700-4710-000-0000-0000	Cafeteria: Food Supplies Milk	144.87	
Check Number	01-422746	01	Check Amount	619.14	Status Cleared
JUN 25 TO JULY 24	District Wide DS1 Access Line 213003037109110045	01-1400-0-0000-8200-5910-000-0000-0000	Frontier Communications (000869/1)	619.14	
Check Number	01-422747	13	Check Amount	700.51	Status Cleared
5465063	Jordano's (000950/1)	13-5310-0-0000-3700-4710-000-0000-0000	Cafeteria: Food Supplies	700.51	
Check Number	01-422748	40	Check Amount	4,830.00	Status Cleared
692031612	Julie Avnit (001516/1)	01-6230-0-0000-8200-5800-000-0000-0000 40-6225-0-0000-8100-5800-000-0000-0000	Facilities Coordinator & Prop 39	1,610.00 3,220.00	
Check Number	01-422749	01	Check Amount	1,322.32	Status Cleared
3349351 JULY 2016	Kansas State Bank (000124/1)	01-0790-0-0000-9100-7438-000-0000-0000 01-0790-0-0000-9100-7439-000-0000-0000	Chromebook KM lease payment	229.47 1,092.85	
Check Number	01-422750	13	Check Amount	200.00	Status Cleared
JUNE 8 2016	Kathi DiPeri (000026/1)	13-5310-0-0000-3700-5800-000-0000-0000	GUSD Gardening Services	200.00	
Check Number	01-422751	13	Check Amount	11.65	Status Cleared
JULY 2016 -40	Masatani Market (000131/1)	13-5310-0-0000-3700-4710-000-0000-0000	Cafeteria Food Supplies	11.65	
Check Number	01-422752	01	Check Amount	125.00	Status Printed
GUS101	Nancy Jo Ward Design (000153/1)	01-0000-0-0000-7150-4300-000-0000-0000	GUSD Logo Revisions and concepts for new logo	125.00	
Check Number	01-422753	14	Check Amount	9,100.00	Status Cleared
1107329	New Life Painting (001874/1)	14-0000-0-0000-8100-5800-000-0000-0000	Painting: KM -Work In Progress as of 6/20/16	9,100.00	
Check Number	01-422754	01	Check Amount	144.61	Status Cleared
843122158001-1	Office Depot/bus Serv Division (000800/1)	01-0000-0-0000-7200-4300-300-0000-0000	Office Supplies District Office	18.48	
843122158001-2	Office Depot/bus Serv Division (000800/1)	13-5310-0-0000-3700-4300-000-0000-0000	Cafeteria Office Supplies	3.37	
843122158001-3	Office Depot/bus Serv Division (000800/1)	01-9101-0-1110-1000-4310-100-0000-SCL	GRANT 6475: Brill (Peattie) Masking Tape	14.55	
847654502001	Office Depot/bus Serv Division (000800/1)	01-0000-0-0000-7200-4300-300-0000-0000	Office Supplies District Office	108.21	
Check Number	01-422755	01	Check Amount	204.59	Status Cleared
307949982	Office Equip Finance System (001804/1)	01-0000-0-0000-7200-5615-300-0000-0000	Canon Copier Rental DO	204.59	
Check Number	01-422756	01	Check Amount	1,723.74	Status Cleared
JUN 1 TO JUN 29	P G & E 0055322415-5 (000909/1)	01-1400-0-0000-8200-5520-100-0000-0000	Electricity MB 0055322415	1,723.74	
Check Number	01-422757	01	Check Amount	3,003.10	Status Cleared
MAY 26 TO JUN 26	P G & E 4794541299-8 (000908/1)	01-1400-0-0000-8200-5520-100-0000-0000	Electricity MB Peralta 4794541299-8	3,003.10	
Check Number	01-422758	01	Check Amount	237.31	Status Cleared
	P G & E 5461621090-9 (001124/1)	01-1400-0-0000-8200-5520-100-0000-0000	Electricity MB Peralta 4794541299-8	237.31	

Register 000054 - 07/11/2016

Bank Account COUNTY - County-AP

Payment Id	Comment				
Check Number 01-422758	01 Check Amount	237.31	Status Cleared	P G & E 5461621090-9 (001124/1) - continued	
JUN 1 TO JUN 29	Electric Service (FSC)			01- 9120- 0- 0000- 8200- 5520- 600- 0000- 0000	237.31
Check Number 01-422759	01 Check Amount	1,961.03	Status Cleared	P G & E 5888676235-8 (000910/1)	
JUN 1 TO JUN 29	Electric MB Peralta&10th 5888676235-8			01- 1400- 0- 0000- 8200- 5520- 100- 0000- 0000	1,961.03
Check Number 01-422760	01 Check Amount	2,783.91	Status Cleared	P G & E 6377505170-7 (000911/1)	
MAY 26 TO JUN 26	Electricity (KM) 6377505170-7			01- 1400- 0- 0000- 8200- 5520- 200- 0000- 0000	2,783.91
Check Number 01-422761	01 Check Amount	490.10	Status Cleared	P G & E 6544954354-8 (001202/1)	
JUN 1 TO JUN 29	Electric MB Peralta&11th 6544954354-8			01- 1400- 0- 0000- 8200- 5520- 100- 0000- 0000	490.10
Check Number 01-422762	01 Check Amount	4,910.00	Status Cleared	Paladin Labor Relations Sv dba (000484/1)	
JUNE 2016	Negotiations Consultant			01- 0000- 0- 0000- 7110- 5850- 300- 0000- 0000	4,910.00
Check Number 01-422763	01 Check Amount	186.00	Status Cleared	Postmaster (000082/1)	
JULY 2016-2017	Annual Post Office Box Renewal Fee			01- 0000- 0- 0000- 7200- 5919- 000- 0000- 0000	186.00
Check Number 01-422764	13 Check Amount	117.57	Status Cleared	Rayne Water Conditioning (000134/1)	
KM JULY 2016	Cafeteria:Soft Water Service			13- 5310- 0- 0000- 3700- 4300- 000- 0000- 0000	48.46
MB JULY 2016	Cafeteria:Soft Water Service			13- 5310- 0- 0000- 3700- 4300- 000- 0000- 0000	69.11
Check Number 01-422765	01 Check Amount	300.68	Status Cleared	Ready Refresh by Nestle (000922/1)	
06F0031412752	Water D.O., Breakroom & Curriculum			01- 0000- 0- 0000- 8200- 5530- 000- 0000- 0000	86.57
06F0031412976	Water MaryBuren Cafeteria			13- 5310- 0- 0000- 3700- 4300- 000- 0000- 0000	87.90
16F0014985535	Water McKenzie			01- 1400- 0- 0000- 8200- 5530- 200- 0000- 0000	88.33
16F0015021603	Water M.Buren			01- 1400- 0- 0000- 8200- 5530- 100- 0000- 0000	37.88
Check Number 01-422766	01 Check Amount	1,200.00	Status Cleared	Santa Maria J.u. High School (000322/1)	
INV16-00264	High Speed Internet 15/16 Year			01- 0000- 0- 0000- 7700- 5800- 000- 0000- 0000	1,200.00
Check Number 01-422767	67 Check Amount	99,406.10	Status Cleared	Self-Insured Schools Of Ca (000398/1)	
JULY 2016 HEALTH	Insurance: July Insurance Premiums			67- 0000- 0- 0000- 0000- 9510- 000- 0000- 0000	99,406.10
Check Number 01-422768	01 Check Amount	49.61	Status Cleared	So.cal Gas Co. 113-414-6400 (000406/1)	
MAY 26 TO JUN 27	Natural Gas Service:Utility 4681 11th St.FSC			01- 9120- 0- 0000- 8200- 5510- 600- 0000- 0000	49.61
Check Number 01-422769	01 Check Amount	162.63	Status Cleared	So.cal. Gas Co. 161-314-9900 (000913/1)	
MAY 26 TO JUN 27	Natural Gas Service:Utility 1050 Peralta			01- 1400- 0- 0000- 8200- 5510- 100- 0000- 0000	162.63
Check Number 01-422770	01 Check Amount	300.55	Status Cleared	So.cal.gas Co. 159-214-9900 (000914/1)	
MAY 26 TO JUN 27	Natural Gas Service:Utility 1050 Peralta			01- 1400- 0- 0000- 8200- 5510- 100- 0000- 0000	300.55
Check Number 01-422771	01 Check Amount	160.66	Status Cleared	So.cal.gas Co. 178-315-3500 (000075/1)	
MAY 26 TO JUN 27	Natural Gas Service:Utility 4710 Main			01- 1400- 0- 0000- 8200- 5510- 200- 0000- 0000	160.66
Check Number 01-422772	01 Check Amount	494.81	Status Cleared	Stanley Convergent Security So (000998/1)	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,
Sort/Group 1 = 1, Sort/Group 2 =)

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011 - Guadalupe Union School District

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016

8:55AM

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Bank Account COUNTY - County-AP

Payment Id	Comment	Check Amount	Check Amount	Status Cleared	Stanley Convergent Security So (000998/1) - continued
13661897	Repairs to Alarm System	494.81	01-1400-0-0000-8200-5640-000-0000-0000	Terminix (000873/1)	494.81
KM 13836904990	Pest Control Cafeteria	142.00	13-5310-0-0000-3700-5800-000-0000-0000		71.00
MB 13836950022	Pest Control Cafeteria		13-5310-0-0000-3700-5800-000-0000-0000		71.00
APRIL 2016	Legal Services	1,484.20	01-0000-0-0000-7110-5830-000-0000-0000	Timothy M Cary & Associates (000729/1)	90.00
MARCH 2016	Legal Services		01-0000-0-0000-7110-5830-000-0000-0000		1,394.20
MAY 20 TO JUN 19	Wireless Services	993.64	01-0000-0-0000-7200-5910-300-0000-0000	Verizon Wireless (001391/1)	188.12
			01-1400-0-0000-2100-5910-000-0000-0000		44.21
			01-1400-0-0000-2700-5910-100-0000-0000		168.91
			01-1400-0-0000-2700-5910-200-0000-0000		94.90
			01-1400-0-0000-8200-5910-000-0000-0000		210.93
			01-6010-0-1110-1000-5910-000-0000-0000		50.23
			01-9120-0-7150-5000-5910-600-0000-0000		112.31
			13-5310-0-0000-3700-5910-000-0000-0000		124.03
0301734-1082-7	Waste Removal/Recycling (FSC)	3,463.01	01-9120-0-0000-8200-5570-600-0000-0000	Waste Management - H S S (000044/1)	248.32
0301735-1082-4	Waste Removal/Recycling KM		01-1400-0-0000-8200-5570-200-0000-0000		1,202.16
0301736-1082-2	Waste Removal/Recycling MB		01-1400-0-0000-8200-5570-100-0000-0000		1,527.24
0301737-1082-0	Waste Removal/Recycling DO		01-1400-0-0000-8200-5570-300-0000-0000		485.29

Number of Items

44

153,976.30 Totals for Register 000054

2017 FUND-OBJ Expense Summary / Register 000054

01-3401	2,333.33
01-4300	183.55
01-5910	1,153.87
01-5919	186.00
01-7438	229.47
01-7439	1,092.85
01-9110*	38,254.55-
01-9501*	33,075.48
Totals for Fund 01	38,254.55
13-4300	205.47

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000054 - Fund/Obj Expense Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Expense Summary / Register 000054 (continued)

13-4710	508.44	
13-9110*		3,995.65-
13-9501*	3,281.74	
Totals for Fund 13	3,995.65	3,995.65-
14-9110*		9,100.00-
14-9501*	9,100.00	
Totals for Fund 14	9,100.00	9,100.00-
40-9110*		3,220.00-
40-9501*	3,220.00	
Totals for Fund 40	3,220.00	3,220.00-
67-9110*		99,406.10-
67-9501*	99,406.10	
Totals for Fund 67	99,406.10	99,406.10-
Totals for Register 000054	153,976.30	153,976.30-

2016 FUND-OBJ Summary / Register 000054

01-4300	291.90	
01-4310	315.95	
01-4370	128.78	
01-5220	343.59	
01-5510	673.45	
01-5520	10,199.19	
01-5530	2,435.65	
01-5570	3,463.01	
01-5615	204.59	
01-5640	494.81	
01-5800	7,069.25	
01-5805	112.50	
01-5830	1,484.20	
01-5850	4,910.00	
01-5910	869.61	
01-8699	79.00	
01-9500*		33,075.48-
Totals for Fund 01	33,075.48	33,075.48-

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000054 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2016 FUND-OBJ Summary / Register 000054 (continued)

13-4300	3.37	
13-4710	975.09	
13-5530	1,727.62	
13-5560	109.63	
13-5800	342.00	
13-5910	124.03	
13-9500*		3,281.74-
Totals for Fund 13	3,281.74	3,281.74-
14-5800	9,100.00	
14-9500*		9,100.00-
Totals for Fund 14	9,100.00	9,100.00-
40-5800	3,220.00	
40-9500*		3,220.00-
Totals for Fund 40	3,220.00	3,220.00-
67-9500*		99,406.10-
67-9510	99,406.10	
Totals for Fund 67	99,406.10	99,406.10-
Total for Fiscal Year 2016	148,083.32	148,083.32-
01-3401	2,333.33	
01-4300	183.55	
01-5910	1,153.87	
01-5919	186.00	
01-7438	229.47	
01-7439	1,092.85	
01-9110*		38,254.55-
01-9501*	33,075.48	
Totals for Fund 01	38,254.55	38,254.55-
13-4300	205.47	
13-4710	508.44	
13-9110*		3,995.65-
13-9501*	3,281.74	
Totals for Fund 13	3,995.65	3,995.65-
14-9110*		9,100.00-
14-9501*	9,100.00	

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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ONLINE

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Register 000054 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000054 (continued)

Totals for Fund 14	9,100.00	9,100.00-
40-9110*		3,220.00-
40-9501*	3,220.00	
Totals for Fund 40	3,220.00	3,220.00-
67-9110*		99,406.10-
67-9501*	99,406.10	
Totals for Fund 67	99,406.10	99,406.10-
Total for Fiscal Year 2017	153,976.30	153,976.30-
Totals for Register 000054	302,059.62	302,059.62-

* denotes System Generated entry

Net change to Cash 9110

153,976.30-Credit

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000054 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000054 (continued)

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Register 000055 - 07/18/2016

Bank Account COUNTY - County-AP

Payment Id	Comment				
Check Number 01-423587	01	Check Amount	40.19	Status Cleared	Elsa Ross (000174 - Emp)
REIMBURSE 06-30-16	Reimburse: Class List Posters and Dividers Summer Academy			01- 1400- 0- 1328- 1000- 4310- 000- 0000- 0000	40.19
Check Number 01-423588	13	Check Amount	149.84	Status Cleared	Aramark Uniform Services Inc. (000066/1)
501674073-1	MOT: Windshield Towels			01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	40.21
531674072	Food Service Supplies			13- 5310- 0- 0000- 8200- 5560- 000- 0000- 0000	83.37
531674073	Food Service Supplies			13- 5310- 0- 0000- 8200- 5560- 000- 0000- 0000	26.26
Check Number 01-423589	13	Check Amount	345.20	Status Cleared	Berry Man, Inc. dba (001412/1)
10199585	2016-17 Food Service			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	78.55
10201559	2016-17 Food Service			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	54.85
10201896	2016-17 Food Service			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	211.80
Check Number 01-423590	01	Check Amount	16,486.40	Status Cleared	Community Action Commission (001329/1)
4200-641-050616	Riverview Townhomes Preschool Center- Teacher FSC Contracts			01- 0790- 0- 8500- 5000- 5800- 000- 0000- 0000	10,109.33
MAY 2016				01- 5640- 0- 0000- 3140- 5800- 600- 0000- 0000	4,542.74
				01- 9120- 0- 0000- 3130- 5800- 600- 0000- mcr r	1,834.33
Check Number 01-423591	01	Check Amount	311.77	Status Cleared	Five Star Grafix, Inc (000079/1)
8136	Sign MB: Ellen DeGeneres Learning Center Sign			01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	124.50
8188	Signs KM: KM Jr. High Learning Center, Student Services			01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	187.27
Check Number 01-423592	13	Check Amount	319.59	Status Cleared	Foster Farms Dairy (001527/1)
176190603	Cafeteria: Food Supplies Milk			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	210.00
176194603	Cafeteria: Food Supplies Milk			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	109.59
Check Number 01-423593	01	Check Amount	72.96	Status Cleared	Frontier Communications (000152/1)
JUL 1 TO JUL 31	Phone Services: 085-343-2911			01- 1400- 0- 0000- 8200- 5910- 100- 0000- 0000	72.96
Check Number 01-423594	01	Check Amount	1,694.21	Status Cleared	Granite Telecommunications Client ID#311 (000154/1)
03418427- APR 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	223.37
03418427- DEC 2015	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	349.91
03418427- FEB 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	231.85
03418427- JAN 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	225.55
03418427- JUN 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	221.27
03418427- MAR 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	224.27
03418427- MAY 2016	Phone Services FSC			01- 9120- 0- 7150- 5000- 5910- 600- 0000- 0000	217.99
Check Number 01-423595	01	Check Amount	34.84	Status Cleared	Hayward Lumber Company (000086/1)
11520121-00	Maintenance Supplies			01- 1400- 0- 0000- 8200- 4300- 000- 0000- 0000	34.84
Check Number 01-423596	13	Check Amount	1,392.51	Status Cleared	Jordano's (000950/1)
5468796	Cafeteria: Food Supplies			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	1,392.51
Selection	Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)			ESCAPE	ONLINE

Register 000055 - 07/18/2016

Bank Account COUNTY - County-AP

Payment Id Comment

Check Number	01-423597	01	Check Amount	184.92	Status Printed	M & M Restaurant Supply (001303/1)	
2430							184.92
Check Number	01-423598	13	Check Amount	1,366.50	Status Cleared	Ocean Cities Pizza, Inc. (000014/1)	
257229							288.00
366488							628.00
557433							450.50
Check Number	01-423599	14	Check Amount	1,602.00	Status Cleared	Pavement Engineering Inc (001190/1)	
1606-034							1,602.00
Check Number	01-423600	01	Check Amount	1,414.40	Status Printed	Peoples'self-Help Housing Corp (000941/1)	
JUNE 2016							1,414.40
Check Number	01-423601	01	Check Amount	61,766.15	Status Cleared	SISC II Property & Liability (000157/1)	
2016-1							28,320.60
							5,357.62
							2,743.77
							22,939.16
							2,405.00
Check Number	01-423602	13	Check Amount	187.70	Status Cleared	State Of California Office Of Food Distr. (000903/1)	
16 S-002791							1.20
16 SF-D1230							186.50
Check Number	01-423603	01	Check Amount	5,044.00	Status Cleared	Student Transport.of America (001235/1)	
221004							5,044.00

Number of Items

17

92,413.18 Totals for Register 000055

2017 FUND-OBJ Expense Summary / Register 000055

01-4300	40.21
01-5450	61,766.15
01-5800	10,109.33
01-5910	72.96
01-9110*	87,090.05-
01-9501*	15,101.40
Totals for Fund 01	87,090.05
13-4710	2,507.80
13-5560	109.63
13-9110*	3,721.13-

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000055 - Fund/Obj Expense Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Expense Summary / Register 000055 (continued)

13-9501*	1,103.70	
Totals for Fund 13	3,721.13	3,721.13-
14-9110*		1,602.00-
14-9501*	1,602.00	
Totals for Fund 14	1,602.00	1,602.00-
Totals for Register 000055	92,413.18	92,413.18-

2016 FUND-OBJ Summary / Register 000055

01-4300	531.53	
01-4310	40.19	
01-5800	12,835.47	
01-5910	1,694.21	
01-9500*		15,101.40-
Totals for Fund 01	15,101.40	15,101.40-
13-4710	1,103.70	
13-9500*		1,103.70-
Totals for Fund 13	1,103.70	1,103.70-
14-5800	1,602.00	
14-9500*		1,602.00-
Totals for Fund 14	1,602.00	1,602.00-
Total for Fiscal Year 2016	17,807.10	17,807.10-
01-4300	40.21	
01-5450	61,766.15	
01-5800	10,109.33	
01-5910	72.96	
01-9110*		87,090.05-
01-9501*	15,101.40	
Totals for Fund 01	87,090.05	87,090.05-
13-4710	2,507.80	
13-5560	109.63	
13-9110*		3,721.13-
13-9501*	1,103.70	
Totals for Fund 13	3,721.13	3,721.13-

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000055 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000055 (continued)

14-9110*		1,602.00-
14-9501*	1,602.00	
Totals for Fund 14	1,602.00	1,602.00-
Total for Fiscal Year 2017	92,413.18	92,413.18-
Totals for Register 000055	110,220.28	110,220.28-

* denotes System Generated entry

Net change to Cash 9110 92,413.18-Credit

Register 000056 - 07/25/2016

Bank Account COUNTY - County-AP

Payment Id	Comment	Check Number	01-424385	01	Check Amount	88.35	Status Printed	Access Information Protected (001096/1)	
1524730	Document Shredding Service	01-424386	40	Check Amount	925.00	Status Printed	01-1400-0-0000-8200-5570-300-0000-0000	Anthony Palazzo, Architect (000159/1)	88.35
0048	Architect: HVAC review and drawings, wall repair design	01-424387	01	Check Amount	331.99	Status Printed	40-6225-0-0000-8500-6220-000-0000-0000	Ewing Irrigation (000111/1)	925.00
1729553	Playfield & Grounds Maintenance Supplies	01-424388	67	Check Amount	21.99	Status Printed	01-1400-0-0000-8200-4300-000-0000-0000	Federal Express (000233/1)	331.99
5-481-53791	FED EX: Overnight Health Insurance Premiums	01-424389	01	Check Amount	256.65	Status Printed	67-0000-0-0000-0000-9510-000-0000-0000	Guadalupe Hardware Company Inc (000041/1)	21.99
101908	Maintenance Supplies						01-8150-0-0000-8100-4300-000-0000-0000		82.51
102689	Maintenance Supplies						01-8150-0-0000-8100-4300-000-0000-0000		52.93
102746	Maintenance Supplies						01-8150-0-0000-8100-4300-000-0000-0000		78.49
103017	Maintenance Supplies						01-8150-0-0000-8100-4300-000-0000-0000		42.72
071016 MB RM 104	2-1.5Ton&1-2TonThermalZoneMini SplitMB#104	01-424390	01	Check Amount	16,374.50	Status Printed	01-6230-0-0000-8500-6200-100-0000-8501	John A. Ortega dba West Coast Heating & Coo (000106/1)	12,276.50
071016 MB RM101	InstallThermalZoneSplitSystem MB #101	01-424391	01	Check Amount	1,874.93	Status Printed	01-6230-0-0000-8500-6200-100-0000-8501	Kc Bodyworks, Inc (000559/1)	4,098.00
11315	Repair: Utility Truck 96 Toyota Tacoma	01-424392	01	Check Amount	7,931.51	Status Printed	01-1400-0-0000-8200-5640-000-0000-0000	Kern County Supt Of Schools (001517/1)	1,874.93
603409	FCMAT Study Team	01-424393	01	Check Amount	432.61	Status Printed	01-3310-0-5770-1110-5800-000-0000-0000	Medical Billing Technologies (001530/1)	7,931.51
AR-19553	Medical Bill. Serv.:9120MAA,5640LEA	01-424394	14	Check Amount	35,900.00	Status Printed	14-0000-0-0000-8100-5800-000-0000-0000	New Life Painting (001874/1)	208.47
11107398	Paint KM Campus Exterior	01-424395	40	Check Amount	18,696.00	Status Printed	40-6225-0-0000-8100-5800-200-0000-8506	Pearl Bay Corp. (000149/1)	224.14
11107399	Paint KM Campus Exterior	01-424396	01	Check Amount	243.89	Status Printed	01-3010-0-0000-2495-5910-000-0000-0000	Postmaster (000082/1)	18,200.00
2745	KM Asbestos Abatement	01-424397	01	Check Amount	19,417.38	Status Printed	01-1400-0-0000-3600-4380-000-0000-0000	Santa Maria J.u. High School (000322/1)	17,700.00
INV16-00313	Pupil Transportation	01-424398	01	Check Amount	142.73	Status Printed	01-1400-0-0000-3600-5640-000-0000-0000		142.73
INV16-00314	Band Teacher 2015-2016	01-424399	01	Check Amount	2,001.34	Status Printed	01-0790-0-1110-1000-5800-000-0000-0000		2,001.34
									17,273.31
Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/31/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)									
Selection	ESCAPE	ONLINE							

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Bank Account COUNTRY - County-AP

Payment Id		Comment		State Board Of Equalization (001478/1)	
Check Number	01-424398	01	Check Amount	5,286.77	Status Printed
15-300020	15-16 CAFE	Sales Tax: General Purchases Cafe		13- 5310- 0- 0000- 0000- 9520- 000- 0000- 0000	30.00
15-300020	15-16 FSC	Sales Tax: General Purchases FSC		01- 9120- 0- 7150- 5000- 5800- 000- 0000- JLY4	2,729.00
15-300020	15-16 GP	Sales Tax: General Purchases		01- 0000- 0- 0000- 0000- 9520- 000- 0000- 0000	1,997.00
15-300020	15-16S-CAF	Sales Tax: Sales Cafe		13- 5310- 0- 0000- 0000- 8634- 000- 0000- 0000	504.00
57-415524	7-15TO6-16	Bus Fuel Tax - July 1 2015- June 30 2016		01- 1400- 0- 0000- 3600- 4370- 000- 0000- 0000	26.77
Check Number	01-424399	01	Check Amount	5,595.93	Status Printed
201052	Special Ed. Transportation			01- 3310- 0- 5770- 3600- 5800- 000- 0000- 0000	5,595.93
Check Number	01-424400	13	Check Amount	22,512.14	Status Printed
BEDOLLA 3 JUN	PODS: KM Cafeteria storage pod			13- 5310- 0- 0000- 3700- 5800- 000- 0000- 0000	208.72
BEDOLLA 4 JUN	PODS: MB room 104 storage pod			01- 8150- 0- 0000- 8100- 5800- 000- 0000- 0000	289.29
BENDELE 1 JUN	Amazon: Car cover for RAV4 Cafeteria			13- 5310- 0- 0000- 3700- 4790- 000- 0000- 0000	108.20
BENDELE 2 JUN	GRANT Peattie:3rd Grade Sci Amazon			01- 9101- 0- 1110- 1000- 4310- 100- 0000- SCI	605.75
BENDELE 3 JUN	GRANT Peattie: 3rd Grade Sci Amazon			01- 9101- 0- 1110- 1000- 4310- 100- 0000- SCI	324.66
BENDELE 4 JUN	GRANT Peattie: 3rd Grade Sci Amazon			01- 9101- 0- 1110- 1000- 4310- 100- 0000- SCI	104.30
BENDELE 5 JUN	GRANT Peattie: 3rd Grade Sci Amazon			01- 9101- 0- 1110- 1000- 4310- 100- 0000- SCI	40.85
BENDELE 6 JUN	The Anza: TC CA Writing Inst Conf Miller/Guzman			01- 6264- 0- 1110- 1000- 5220- 100- 0000- 0000	1,096.80
BENDELE 7 JUN	The Anza: TC CA Writing Inst Conf Herning/Keller			01- 6264- 0- 1110- 1000- 5220- 100- 0000- 0000	1,096.80
BENEVEDO 1 JUN	Subway:CSEA Neg, Cora,Lopez, Greer,Dwyer,Lange			01- 0000- 0- 0000- 7120- 4300- 000- 0000- 0000	37.45
BENEVEDO 3 JUN	Subway:GTA Neg,Cora,Lopez,Alvarez,Solorio, Greer,Lange			01- 0000- 0- 0000- 7120- 4300- 000- 0000- 0000	37.46
BENEVEDO 4 JUN	subway: FCMAT meeting-Greer,Bill,Vicki,JackieK.M.,Jackie M.			01- 3310- 0- 5770- 1110- 4310- 000- 0000- 0000	45.11
BENEVEDO 5 JUN	Ross Stores: 2 mirrors & wall art for DO bathrooms			01- 0000- 0- 0000- 8200- 4300- 000- 0000- 0000	73.41
BENEVEDO 6 JUN	Ross Stores: wall art for DO Bathroom- returned			01- 0000- 0- 0000- 8200- 4300- 000- 0000- 0000	30.23-
BENEVEDO 7 JUN	Lee Central Coast: Santa Maria Times Newspaper			01- 0000- 0- 0000- 7150- 4300- 000- 0000- 0000	43.75
BENEVEDO 9 JUN	Orchard Supply: Succulents & Potting Soil for DO Planter			01- 0000- 0- 0000- 8200- 4300- 000- 0000- 0000	54.08
CORA 1 JUN	Rancho			01- 0000- 0- 0000- 7150- 4300- 000- 0000- 0000	141.83
CORA 2 JUN	Nipomo:PlanningMtgEdJulieKimJeselyGabeAngelaAlma			01- 0000- 0- 0000- 7150- 4300- 000- 0000- 0000	21.35
DWYER 1 JUN	LaSimpatia: Cora/Arriola One-to-one board meeting review			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	69.36
DWYER 2 JUN	SmartNFinal: Cafeteria Food Supplies			13- 5310- 0- 0000- 3700- 5210- 000- 0000- 0000	35.44
DWYER 3 JUN	Chevron: Gas for RAV4			13- 5310- 0- 0000- 3700- 5210- 000- 0000- 0000	10.00
DWYER 4 JUN	Chevron: Gas Can Filled for Generators			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	67.63
DWYER 5 JUN	Albertsons: Cafeteria Food Supplies			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	9.00
DWYER 6 JUN	Arnulfo's Spices: Cafeteria Food Supplies			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	288.00
H6638-6667	Arnulfo's Spices: Cafeteria Food Supplies			13- 5310- 0- 0000- 3700- 4710- 000- 0000- 0000	8,180.46
JESELY 1 JUN	Tuff Shed McKenzie Cafeteria			13- 5310- 0- 0000- 3700- 6500- 000- 0000- 0000	64.68
	IN-N-OUT Burger: Newspaper fieldtrip			01- 1100- 0- 1110- 1000- 4310- 100- 0000- 0000	
Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)				ESCAPE	ONLINE

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Bank Account COUNTY - County-AP

Payment Id	Comment	Check Number	Check Amount	22,512.14	Status	Printed	U.S. Bank (000282/1) - continued	
		13						
JESELY 2 JUN	Doc Burnsteins Ice Cream: Student Council Recognition	01-424400					01-1100-0-1110-1000-4310-100-0000-0000	52.70
LOPEZ 1 JUN	Office Depot: LCAP Binders for Boardmembers						01-0000-0-0000-2100-4300-300-0000-0000	64.71
LOPEZ 10 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	55.60
LOPEZ 11 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	58.24
LOPEZ 12 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	104.52
LOPEZ 13 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	55.37
LOPEZ 14 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	102.96
LOPEZ 15 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	76.89
LOPEZ 16 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	5.79
LOPEZ 17 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	14.12
LOPEZ 18 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	81.10
LOPEZ 19 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	3.33
LOPEZ 2 JUN	ANIS flowers: Helium for RFEF Celebration						01-0000-0-0000-2100-4300-300-0000-0000	65.00
LOPEZ 20 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	88.74
LOPEZ 21 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	3.33
LOPEZ 22 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	106.76
LOPEZ 23 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	3.33
LOPEZ 24 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	3.33
LOPEZ 25 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	186.54
LOPEZ 26 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	92.99
LOPEZ 27 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	27.27
LOPEZ 28 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	45.57
LOPEZ 3 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	1.67
LOPEZ 4 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	20.98
LOPEZ 5 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	95.14
LOPEZ 6 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	87.40
LOPEZ 7 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	60.38
LOPEZ 8 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	62.46
LOPEZ 9 JUN	Office Depot: Summer School Supplies						01-3010-0-1110-1000-4310-000-0000-0000	55.67
NICHOLS 1 JUN	Stamps.com: Monthly Service Fee						01-0000-0-0000-7200-5919-000-0000-0000	24.99
NICHOLS 2 JUN	CSBA: ConfLodging-BoardMembers Arriola,Michaud,Cuello						01-0000-0-0000-7110-5220-000-0000-0000	1,735.00
NICHOLS 3 JUN	CSBA: Conf Lodging- Supt Cora						01-0000-0-0000-7150-5220-000-0000-0000	745.00
NICHOLS 4 JUN	USPS postage Stamps.Com- postage refill						01-0000-0-0000-7200-5919-000-0000-0000	250.00
NICHOLS 5 JUN	Office Depot: Misc Office Supplies						01-0000-0-0000-7150-4300-000-0000-0000	100.67
PEREZ 1 JUN	Amazon: IT-Micro USB adapters						01-0790-0-0000-2420-4300-000-0000-0000	51.90
PEREZ 10 JUN	Weebly: IT District Website Hosting Annual Fee						01-0790-0-0000-2420-4300-000-0000-0000	39.95

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

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011 - Guadalupe Union School District

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016

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Bank Account COUNTY - County-AP

Payment Id	Comment		22,512.14	Status	Printed	U.S. Bank (000282/1) - continued	
Check Number	01-424400	13	Check Amount				
PEREZ 11 JUN	BestBuy: Food Services-BestBuy Laptop Refund				13- 5310- 0- 0000- 3700- 4400- 000- 0000- 0000	274.61-	
PEREZ 12 JUN	WalMart: IT-StorageTubs,ScrewdriverSets,TapeMeasure,Glue BestBuy: Food Services-BestBuy Laptop ASUS: IT Chromebook Repair				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	196.79	
PEREZ 13 JUN	Amazon: MB-SoundBar for Rm 104 Projector				13- 5310- 0- 0000- 3700- 4400- 000- 0000- 0000	274.60	
PEREZ 14 JUN	Amazon: IT 25 ft RCA cable				01- 0790- 0- 0000- 2420- 5640- 000- 0000- 0000	140.73	
PEREZ 15 JUN	Amazon: IT 25ft RCA audio Cables, 3ft RCA Audio Cables				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	77.84	
PEREZ 16 JUN	Amazon: IT-Blue Platform folding carts				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	13.95	
PEREZ 17 JUN	Target: IT-Ziploc Bags, Windex Wipes				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	23.79	
PEREZ 18 JUN	UPS Store: IT-ASUS Chromebook Repair				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	100.28	
PEREZ 19 JUN	Amazon: IT- Mini Display to HDMI Adapters				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	26.13	
PEREZ 20 JUN	B&H Photo: IT MacBookAir,Parallels, Super Drive-AnneRigali				01- 0790- 0- 0000- 2140- 4400- 000- 0000- 0000	10.38	
PEREZ 21 JUN	BestBuy: IT-External DVD Drives				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	54.05	
PEREZ 22 JUN	BestBuy:FoodServices-Difference Paid For Exchange Of Laptop				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	959.07	
PEREZ 23 JUN	Amazon: IT- Projectors				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	119.03	
PEREZ 24 JUN	UPS Store: IT- Best Buy Laptop Return				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	32.49	
PEREZ 4 JUN	Home Depot: IT step ladders				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	974.22	
PEREZ 5 JUN	Amazon: MB Timers				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	20.58	
PEREZ 6 JUN	Amazon: MB Micro USB cables- return				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	58.41	
PEREZ 7 JUN	Amazon: MB 6 port hub- return				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	23.82	
PEREZ 8 JUN	Amazon: IT Drop Ceiling Mount				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	129.75-	
PEREZ 9 JUN	Amazon: IT Drop Ceiling Mount				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	143.92-	
SOARES 1 JUN	Watch D.O.G.S.: Materials & Supplies 2016-2017				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	140.71	
SOARES 2 JUN	EZFUND.Com: smencils supplies				01- 0790- 0- 0000- 2420- 4300- 000- 0000- 0000	140.71	
SOLORIO 1 JUN	Fandango: 8th grade award night /student awards				01- 1100- 0- 1110- 1000- 4310- 100- 0000- 0000	117.47	
SOLORIO 2 JUN	Grand Awards: 8th Grade Promotion Awards				01- 1100- 0- 1110- 1000- 4310- 100- 0000- 0000	1,100.00	
SOLORIO 4 JUN	Vons: 8th Grade Awards Night				01- 1100- 0- 1110- 1000- 4310- 200- 0000- 0000	200.00	
SOLORIO 5 JUN	Fandango: 8th Grade Awards Night/Student Awards				01- 1100- 0- 1110- 1000- 4310- 200- 0000- 0000	201.03	
WILSON 1 JUN	Amazon: Books Thrive				01- 1100- 0- 1110- 1000- 4310- 200- 0000- 0000	180.53	
WILSON 15 JUN	Square Hardware: Square Bundle				01- 9131- 0- 1110- 1000- 4310- 000- 0000- 7474	100.00	
WILSON 16 JUN	Amazon: Square Bundle				01- 9120- 0- 7150- 5000- 5800- 000- 0000- JLY4	155.88	
WILSON 17 JUN	Amazon: Chair				01- 9120- 0- 7150- 5000- 5800- 000- 0000- JLY4	107.17	
WILSON 18 JUN	Amazon: Chair				01- 9120- 0- 7150- 5000- 5800- 000- 0000- JLY4	389.69	
WILSON 19 JUN	Amazon: Hats				01- 9120- 0- 0000- 3130- 4300- 600- 0000- 0000	95.43	
					01- 9120- 0- 0000- 3130- 4300- 600- 0000- 0000	95.43	
					01- 9120- 0- 7150- 5000- 5800- 000- 0000- JLY4	27.29	
Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)							
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Selection

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011 - Guadalupe Union School District

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Bank Account COUNTRY - County-AP

Payment Id	Comment	Check Amount	22,512.14	Status Printed	U.S. Bank (000282/1) - continued	
Check Number 01-424400	13					
WILSON 2 JUN	Amazon: Rubber Stamp Confidential			01-5640-0-7150-5000-4300-600-0000-0000		9.19
WILSON 20 JUN	Amazon: Hats			01-9120-0-7150-5000-5800-000-0000-JLY4		9.73
WILSON 21 JUN	Amazon: Hats			01-9120-0-7150-5000-5800-000-0000-JLY4		9.73
WILSON 5 JUN	Office Depot: Stamp Confidential, Money Receipts			01-5640-0-7150-5000-4300-600-0000-0000		16.93
WILSON 6 JUN	Amazon: Return			01-5640-0-7150-5000-4300-600-0000-0000		9.19-
Check Number 01-424401	01	Check Amount	147,079.24	Status Printed	U.S. Bank-PARS#6745037500 (001839/1)	
08012016	4039b) Supp. Retirement 11-SRP13A			01-0000-0-1110-1000-3901-000-0000-0000		147,079.24
Check Number 01-424402	40	Check Amount	20,846.04	Status Printed	Vernon Edwards (000336/1)	
07-30-16 PMT 11	McKenzie Media Center			40-6225-0-0000-8500-6270-200-0000-8503		20,846.04
Check Number 01-424403	01	Check Amount	270.00	Status Printed	Western Exterminator Co. (000643/1)	
4280509	Gopher Extermination			01-1400-0-0000-8200-5800-000-0000-0000		166.00
4280510	Gopher Extermination			01-1400-0-0000-8200-5800-000-0000-0000		104.00

Number of Items

19

304,084.92 Totals for Register 000056

2017 FUND-OBJ Expense Summary / Register 000056

01-3901	147,079.24
01-4400	959.07
01-5220	2,480.00
01-5910	243.89
01-5919	274.99
01-6200	16,374.50
01-9110*	218,816.79-
01-9501*	51,478.19
01-9520*	73.09-
Totals for Fund 01	218,889.88
13-6500	8,180.46
13-9110*	
13-9501*	8,879.10-
13-9520*	623.45-
Totals for Fund 13	9,502.55
14-5800	35,900.00
14-9110*	35,900.00-
Totals for Fund 14	35,900.00
Totals for Fund 13	9,502.55
Totals for Fund 14	35,900.00

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000056 - Fund/Obj Expense Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Expense Summary / Register 000056 (continued)

40-6270	20,846.04	
40-9110*		40,467.04-
40-9501*	19,621.00	
Totals for Fund 40	40,467.04	40,467.04-
67-9110*		21.99-
67-9501*	21.99	
Totals for Fund 67	21.99	21.99-
Totals for Register 000056	304,781.46	304,781.46-

2016 FUND-OBJ Summary / Register 000056

01-4300	3,237.27	
01-4310	4,792.44	
01-4370	26.77	
01-4380	142.73	
01-5220	2,193.60	
01-5570	88.35	
01-5640	4,017.00	
01-5800	35,065.26	
01-9110*	.00	.00
01-9500*		51,478.19-
01-9520	1,997.00	
01-9520*		82.23-
Totals for Fund 01	51,560.42	51,560.42-
13-4400		.01-
13-4710	433.99	
13-4790	108.20	
13-5210	45.44	
13-5800	208.72	
13-8634	504.00	
13-9110*	.00	.00
13-9500*		1,322.09-
13-9520	30.00	
13-9520*		8.25-
Totals for Fund 13	1,330.35	1,330.35-

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000056 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2016 FUND-OBJ Summary / Register 000056 (continued)

40-5800	18,696.00	
40-6220	925.00	
40-9500*		19,621.00-
Totals for Fund 40	19,621.00	19,621.00-
67-9500*		21.99-
67-9510	21.99	
Totals for Fund 67	21.99	21.99-
Total for Fiscal Year 2016	72,533.76	72,533.76-
01-3901	147,079.24	
01-4400	959.07	
01-5220	2,480.00	
01-5910	243.89	
01-5919	274.99	
01-6200	16,374.50	
01-9110*		218,816.79-
01-9501*	51,478.19	
01-9520*		73.09-
Totals for Fund 01	218,889.88	218,889.88-
13-6500	8,180.46	
13-9110*		8,879.10-
13-9501*	1,322.09	
13-9520*		623.45-
Totals for Fund 13	9,502.55	9,502.55-
14-5800	35,900.00	
14-9110*		35,900.00-
Totals for Fund 14	35,900.00	35,900.00-
40-6270	20,846.04	
40-9110*		40,467.04-
40-9501*	19,621.00	
Totals for Fund 40	40,467.04	40,467.04-
67-9110*		21.99-
67-9501*	21.99	
Totals for Fund 67	21.99	21.99-

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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Register 000056 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000056 (continued)

Total for Fiscal Year 2017	304,781.46	304,781.46-
Totals for Register 000056	377,315.22	377,315.22-

* denotes System Generated entry

Net change to Cash 9110 304,084.92-Credit

Register 000056 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000056 (continued)

Number of Items	98	563,149.98	Totals for Org 011 - Guadalupe Union School District
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Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,
Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 1 of 2

011 - Guadalupe Union School District

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016
8:55AM

Register 000056 - Fund/Obj Summary

Bank Account COUNTY - County-AP

2017 FUND-OBJ Summary / Register 000056 (continued)

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Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 2 of 2

Org Recap

Bank Account COUNTY - County-AP

2016 Org Recap

011 - Guadalupe Union School District

Check #	01-422110	through	01-424403	Total Count	98	\$563,149.98
01-4300				7,073.40		
01-4310				7,040.98		
01-4370				155.55		
01-4380				1,097.46		
01-4400				74.56		
01-5220				2,831.70		
01-5510				673.45		
01-5520				10,199.19		
01-5530				2,435.65		
01-5570				3,551.36		
01-5615				462.24		
01-5640				6,376.31		
01-5800				56,290.78		
01-5805				656.25		
01-5830				1,484.20		
01-5850				4,910.00		
01-5910				2,563.82		
01-5919				1.57		
01-8699				79.00		
01-9110*				.00		.00
01-9500*						109,872.24-
01-9520				1,997.00		
01-9520*						82.23-
Totals for Fund 01				109,954.47		109,954.47-
13-4300				3.37		
13-4400						.01-
13-4710				2,878.77		
13-4790				108.20		
13-5210				45.44		
13-5530				1,727.62		
13-5560				109.63		
13-5800				727.72		
13-5910				124.03		

Selection

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Sort/Group 1 = 1, Sort/Group 2 =)

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ESCAPE ONLINE

Page 1 of 4

Org Recap

Bank Account COUNTY - County-AP

2016 Org Recap (continued)

011 - Guadalupe Union School District

Check #	01-422110	through	01-424403	Total Count	98	\$563,149.98	(continued)
13-8634				504.00			
13-9110*				.00			.00
13-9500*							6,250.52-
13-9520				30.00			
13-9520*							8.25-
Totals for Fund 13				6,258.78			6,258.78-
14-5800				10,702.00			
14-9500*							10,702.00-
Totals for Fund 14				10,702.00			10,702.00-
40-4400				1,240.42			
40-5800				21,916.00			
40-6220				1,600.00			
40-9500*							24,756.42-
Totals for Fund 40				24,756.42			24,756.42-
67-9500*							99,428.09-
67-9510				99,428.09			
Totals for Fund 67				99,428.09			99,428.09-
Total for Fiscal Year 2016				251,099.76			251,099.76-
01-3401				2,333.33			
01-3901				147,079.24			
01-4300				223.76			
01-4400				959.07			
01-5220				2,480.00			
01-5450				61,766.15			
01-5800				10,109.33			
01-5910				1,470.72			
01-5919				460.99			
01-6200				16,374.50			
01-7438				229.47			
01-7439				1,092.85			
01-9110*							354,378.56-
01-9501*				109,872.24			

Selection

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Page 2 of 4

SBCEO

Generated for Denise Shigenaka (11SHIGENAKAD), Aug 1 2016

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Org Recap

Bank Account COUNTY - County-AP

2017 Org Recap (continued)

011 - Guadalupe Union School District

Check #	01-422110	through	01-424403	Total Count	98	\$563,149.98	(continued)
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01-9520*		73.09-
Totals for Fund 01	354,451.65	354,451.65-
13-4300	205.47	
13-4710	3,016.24	
13-5560	109.63	
13-6500	8,180.46	
13-9110*		17,138.87-
13-9501*	6,250.52	
13-9520*		623.45-
Totals for Fund 13	17,762.32	17,762.32-
14-5800	35,900.00	
14-9110*		46,602.00-
14-9501*	10,702.00	
Totals for Fund 14	46,602.00	46,602.00-
40-6270	20,846.04	
40-9110*		45,602.46-
40-9501*	24,756.42	
Totals for Fund 40	45,602.46	45,602.46-
67-9110*		99,428.09-
67-9501*	99,428.09	
Totals for Fund 67	99,428.09	99,428.09-
Total for Fiscal Year 2017	563,846.52	563,846.52-
Totals for Org 011	814,946.28	814,946.28-
Net change to Cash 9110	563,149.98- Credit	

* denotes System Generated entry

Selection

Sorted by Check Number, Inv #, Include Address=No, (Org = 11, Starting Check Date = 7/1/2016, Ending Check Date = 7/31/2016, Summary? = Y,

Sort/Group 1 = 1, Sort/Group 2 =)

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ONLINE

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Org Recap

Bank Account COUNTY - County-AP

2017 Org Recap (continued)

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Org Recap

Bank Account COUNTY - County-AP

2017 Org Recap (continued)

Number of Items	98	563,149.98	Report Totals
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JONES HALL

LEGAL SERVICES AGREEMENT

BY AND BETWEEN THE GUADALUPE UNION SCHOOL DISTRICT AND
JONES HALL, A PROFESSIONAL LAW CORPORATION,
FOR BOND COUNSEL AND DISCLOSURE COUNSEL SERVICES IN
CONNECTION WITH GENERAL OBLIGATION BOND PROCEEDINGS

(NOVEMBER 2016 BOND MEASURE)

THIS AGREEMENT is entered into this 22nd day of June, 2016, by and between the GUADALUPE UNION SCHOOL DISTRICT (the "Client") and JONES HALL, A PROFESSIONAL LAW CORPORATION, San Francisco, California ("Attorneys");

WITNESSETH:

WHEREAS, the Client intends to call two elections to be held on November 8, 2016 at which it will seek authorization to issue general obligation bonds (the "Bonds") in the name and on behalf of the Client pursuant to the laws of the State of California;

WHEREAS, in the event Client receives said voter authorization, it intends to issue said Bonds in multiple series pursuant to the laws of the State of California;

WHEREAS, in connection with such proceedings, the Client requires the advice and assistance of nationally recognized Bond Counsel and Disclosure Counsel;

WHEREAS, Attorneys are qualified by training and experience to perform the services of Bond Counsel and Disclosure Counsel and Attorneys are willing to provide such services; and

WHEREAS, the public interest, economy and general welfare will be served by this Agreement;

NOW, THEREFORE, THE PARTIES HERETO MUTUALLY AGREE AS FOLLOWS:

In consideration of the foregoing and the mutual covenants contained in this Agreement, the Client and Attorneys agree as follows:

Section 1. Attorney-Client Relationship. Upon execution of this Agreement, the Client will be Attorney's client and an attorney-client relationship will exist between Client and Attorneys. Attorneys assume that all other parties will retain such counsel, as they deem necessary and appropriate to represent their interests in this transaction. Attorneys further assume that all other parties understand that in this transaction Attorneys represent only the Client, Attorneys are not counsel to any other party, and Attorneys are not acting as an intermediary among the parties. Attorneys' services as bond counsel and disclosure counsel are limited to those contracted for in this Agreement; the Client's execution of this Agreement will constitute an acknowledgment of those limitations. Attorneys' representation of the Client will not affect, however, our responsibility to render an objective Bond Opinion.

Section 2. Scope of Engagement as Bond Counsel. Attorneys shall perform all of the following services as bond counsel in connection with the issuance and sale of the Bonds for the purpose of providing financing for the projects:

- a. Consultation and cooperation with Client and Client staff to assist in the formulation of a coordinated financial and legal approval and issuance of the Bonds.
- b. Preparation of all legal proceedings for the lawful calling of the election for the Bonds, including preparation of a resolution of the governing board of the Client calling the Bond election which includes a project list, and advising Client during the election period with respect to appropriate informational and non-partisan activities.
- c. Preparation of all legal proceedings for the authorization, issuance and delivery of the Bonds by the Client; including (a) preparation of a resolution of the governing board of the Client authorizing the issuance and sale of the Bonds and approving related documents and actions, (b) preparation of all related financing documents, (c) preparation of all documents required for the closing of the issue, (d) supervising the closing, and (e) preparation of all other proceedings incidental to or in connection with the issuance and sale of the Bonds.
- d. Advising the Client, from the time Attorneys are hired as Bond Counsel until the Bonds are issued, as to compliance with federal tax law as required to ensure that interest on the Bonds is exempt from federal income taxation.
- e. Upon completion of proceedings to Attorneys' satisfaction, providing a legal opinion (the "Bond Opinion") approving the validity and enforceability of the proceedings for the authorization, issuance and delivery of the Bonds, and stating that interest on the Bonds is (a) excluded from gross income for purposes of federal income taxes and (b) exempt from California personal income taxation. The Bond Opinion will be addressed to the Client, and may also be addressed to the underwriter of the Bonds and other participants in the financing. The Bond Opinion shall be modified, as appropriate, if any portion of the Bonds is issued on a taxable basis.
- f. Review those sections of the official statement or other form of offering or disclosure document to be disseminated in connection with the sale of the Bonds involving summary descriptions of the Bonds, the legal proceedings leading to the authorization and sale of the Bonds, the legal documents under which the Bonds will be issued, and federal tax law and securities law provisions applicable to the Bonds, as to completeness and accuracy.
- g. Assist the Client in presenting information to bond rating organizations and providers of credit enhancement relating to legal issues affecting the issuance of the Bonds.
- h. Such other and further services as are normally performed by bond counsel in connection with similar financings.

Attorneys' Bond Opinion will be delivered by Attorneys on the date the Bonds are exchanged for their purchase price (the "Closing").

The Bond Opinion will be based on facts and law existing as of its date, will cover certain matters not directly addressed by such authorities, and will represent Attorneys' judgment as to the proper treatment of the Bonds for federal income tax purposes. Attorneys' opinion is not binding on the Internal Revenue Service ("IRS") or the courts. Attorneys cannot and will not give any opinion or assurance about the effect of future changes in the Internal Revenue Code of 1986 (the "Code"), the applicable regulations, the interpretation thereof or the enforcement thereof by the IRS. Client acknowledges that future legislation, if enacted into law, or clarification of the Code may cause interest on the Bonds to be subject, directly or indirectly, to federal income taxation, or otherwise prevent owners of the Bonds from realizing the full current benefit of the tax status of such interest. The introduction or enactment of any such future legislation or clarification of the Code may also affect the market price for, or marketability of, the Bonds. Attorneys will express no opinion regarding any pending or proposed federal tax legislation.

In rendering the Bond Opinion, Attorneys will rely upon the certified proceedings and other certifications of public officials and other persons furnished to Attorneys without undertaking to verify the same by independent investigation, and Attorneys will assume continuing compliance by the Client with applicable laws relating to the Bonds.

Section 3. Scope of Engagement as Disclosure Counsel. Attorneys shall perform all of the following services as disclosure counsel in connection with the issuance and sale of the Bonds:

- a. Prepare the disclosure document to be reviewed by potential Bond investors, known as the Official Statement (both preliminary and final), or other disclosure documents in connection with the offering of the Bonds.
- b. Confer and consult with the officers and administrative staff of the Client as to matters relating to the Official Statement.
- c. Attend meetings at which the Official Statement is to be discussed, deemed necessary by Attorneys for the proper exercise of their due diligence with respect to the Official Statement, or when specifically requested by the Client to attend.
- d. On behalf of the Client, prepare the bond purchase contract or official notice of sale pursuant to which the Bonds will be sold and a continuing disclosure certificate of the Client to assist the underwriter with complying with Securities and Exchange Commission Rule 15c2-12.
- e. Subject to the completion of proceedings to the satisfaction of Attorneys, provide a letter of Attorneys addressed to the Client and the underwriter that, although Attorneys are not passing upon and do not assume any responsibility for the accuracy, completeness or fairness of the statements contained in the Official Statement and make no representation that Attorneys have independently verified the accuracy, completeness or fairness of any such statements, no facts have come to Attorneys' attention that cause Attorneys to believe that the Official Statement (except for any financial and statistical data and forecasts, numbers, estimates, assumptions and expressions of opinion,

and information concerning the Bond Insurance Policy and the Insurer, and information concerning the Depository Trust Company and the book-entry system for the Bonds, contained or incorporated by reference in the Official Statement and the appendices to the Official Statement, which Attorneys will expressly exclude from the scope of this sentence) as of the date of the Official Statement or the date hereof contains any untrue statement of a material fact or omits to state any material fact necessary in order to make the statements therein, in the light of the circumstances under which they were made, not misleading.

Section 4. Excluded Services. Our duties in this engagement are limited to those expressly set forth above in Section 2 and Section 3, except as expressly set forth in a written amendment to this Agreement. Among other things, our duties do not include:

- a. Preparing requests for tax rulings from the Internal Revenue Service, or “no-action” letters from the Securities and Exchange Commission.
- b. Preparing blue sky or investment surveys with respect to the Bonds, or performing research regarding the Client’s past compliance with regard to prior undertakings pursuant to Securities and Exchange Commission Rule 15c2-12, if any.
- c. Except as described in paragraph 2(b) above, drafting state constitutional or legislative amendments.
- d. Pursuing test cases or any other litigation, such as contested validation actions or legal challenges which arise during the election proceedings, except as set forth above.
- e. Making an investigation or expressing any view as to the creditworthiness of the Client or the Bonds.
- f. After Closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking under Securities and Exchange Commission Rule 15c2-12.
- g. Representing the Client in Internal Revenue Service examinations, audits or inquiries, or Securities and Exchange Commission investigations.
- h. After Closing, unless specifically requested to do so by Client, and agreed to by Attorneys, providing continuing advice to the Client or any other party concerning any actions that need to be taken regarding the Bonds; e.g., actions necessary to assure that interest paid on the Bonds will continue to be excludable from gross income for federal income tax purposes (e.g., our engagement does not include rebate calculations for the Bonds).
- i. Reviewing or opining on the business terms of, validity, or federal tax consequences of any investment agreement that the Client may choose as an investment vehicle for the proceeds of the Bonds, unless the Client and Attorneys agree on the terms of such review and compensation for such review.

- j. Reviewing or opining on the business terms of, validity, or federal tax consequences of any derivative financial products, such as an interest rate swap agreement, that the Client may choose to enter into in connection with the issuance of the Bonds, unless the Client and Attorneys agree on the terms of such review and compensation for such review.
- k. Addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

Section 5. Conflicts; Prospective Consent. Attorneys represent many political subdivisions, investment banking firms and financial advisory firms. It is possible that during the time that Attorneys are representing the Client, one or more of Attorneys present or future clients will have transactions with the Client. It is also possible that Attorneys may be asked to represent, in an unrelated matter, one or more of the entities involved in the issuance of the Bonds. Attorneys do not believe such representation, if it occurs, will adversely affect Attorneys' ability to represent you as provided in this Agreement, either because such matters will be sufficiently different from the issuance of the Bonds so as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance of the Bonds. Execution of this Agreement will signify the Client's consent to Attorneys' representation of others consistent with the circumstances described in this paragraph.

Section 6. Compensation. The following fees apply to the legal services rendered hereunder:

- (a) **Bond Counsel Services: Election Proceedings.** For the services of Attorneys performed in connection with the calling of the bond elections and advice rendered during the period leading up and until the elections, Client shall pay Attorneys a flat fee of \$5,000 which shall be contingent upon the successful passage of at least one of the ballot measures. An invoice for said services will be presented following the election date.
- (b) **Bond Counsel Services: Bond Issuance.** For the services of Attorneys listed in Section 2 as Bond Counsel, the fee per series of bonds issued shall be \$30,000. In addition, reimbursable expenses are payable in an amount not to exceed \$2,500. Said fees are entirely contingent upon the successful passage of the ballot measure and sale of the bonds.
- (c) **Disclosure Counsel Services:** For the Services of Attorneys as Disclosure Counsel, the fee is \$20,000 per series. Said fees are entirely contingent upon the successful passage of the ballot measure and sale of the bonds.

The foregoing fees are not set by law but are negotiable between Attorneys and Client. To the extent Client requires Bond Counsel and/or Disclosure Counsel services in connection with other financings not described herein which Attorneys are qualified to provide, this Agreement may be supplemented by addenda providing the applicable fee.

Section 7. Responsibilities of the Client.

- (a) **General.** The Client will cooperate with Attorneys and furnish Attorneys with certified copies of all proceedings taken by the Client, or otherwise deemed necessary by

Attorneys to render an opinion upon the validity of the proceedings. During the course of this engagement, Attorneys will rely on Client to provide Attorneys with complete and timely information on all developments pertaining to any aspect of the Bonds and their security. Attorneys are not responsible for costs and expenses incurred incidental to the actual issuance and delivery of the Bonds, including the cost of preparing certified copies of proceedings required by Attorneys in connection with the issuance of the Bonds, and printing and publication costs.

(b) Federal Tax Law-Related Responsibilities. The Code imposes various restrictions, conditions and requirements relating to the exclusion from gross income for federal income tax purposes of interest on obligations such as the Bonds. As a condition of Attorneys issuing their opinion, you will be required to make certain representations and covenants to comply with certain restrictions designed to insure that interest on the Bonds will not be included in federal gross income. Inaccuracy of these representations or failure to comply with these covenants may result in interest on the Bonds being included in gross income for federal income tax purposes, possibly from the date of original issuance of the Bonds. Attorneys' opinion will assume the accuracy of these representations and compliance with these covenants. Attorneys will not undertake to determine (or to inform any person) whether any actions taken (or not taken) or events occurring (or not occurring) after the date of issuance of the Bonds may adversely affect the value of, or the tax status of interest on, the Bonds. In this regard, Client agrees to familiarize itself with the relevant requirements and restrictions necessary for the Bonds to qualify for exemption from federal income taxation and to exercise due diligence both before and after issuance of the Bonds in complying with these requirements.

Section 8. Independent Contractor. Attorneys will act as an independent contractor in performing the services required under this Agreement, and under no circumstances shall Attorneys be considered an agent, partner, or employee of the Client.

Section 9. Assignment. Attorneys may not assign their rights or delegate their obligations under this Agreement, in whole or in part, except with the prior written consent of the Client.

Section 10. Termination of Agreement.

(a) Termination by Client. This Agreement may be terminated at any time by the Client with or without cause upon written notice to Attorneys.

(b) Termination by Attorneys. This Agreement may be terminated by Attorneys upon 15 days' written notice to Client if Client fails to follow written legal advice given by Attorneys.

(c) Termination Upon Issuance of Final Series of Bonds. This Agreement shall terminate upon the issuance of the final series of Bonds pursuant to the authorization described herein.

(d) Consequences of Termination. In the event of termination, all finished and unfinished documents shall at the option of the Client become its property and shall be delivered to the Client by Attorneys.


* * * * *

IN WITNESS WHEREOF, the District and Attorneys have executed this Agreement as of the date first above written.

GUADALUPE UNION SCHOOL DISTRICT

By _____
Superintendent,

**JONES HALL, A PROFESSIONAL LAW
CORPORATION**

By  _____
William J. Kadi
Shareholder

GUADALUPE UNION SCHOOL DISTRICT
Resolution 2016/2017-03

Proposition 51
Kindergarten through Community College Public Education
Facilities Bond Act of 2016

WHEREAS, the California Constitution finds public education is a State responsibility in Article IX Section 5; and

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

WHEREAS, the State has met its constitutional responsibilities since 1982 by providing consistent State bond resources through programs contained in Division 1, Part 10, Article 12 and Article 12.5 of the Education Code; and

WHEREAS, the State is out of school facility funds and cannot provide the State match for almost \$2 billion in projects filed under current law; and

WHEREAS, the Guadalupe Union School District has \$20 million in facility need which may be partially funded by State bonds; and

WHEREAS, Proposition 51 - the Kindergarten through Community College Public Education Facilities Bond Act of 2016 - provides for renovation and upgrade of existing classrooms, construction of new classrooms to accommodate growth, and for career technical education facilities to provide job training to meet the trained workforce needs of California's employers; and

WHEREAS, the California unemployment rate is greater than the national unemployment rate; and

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

WHEREAS, these jobs will be created throughout California and will include almost all building trades; and

WHEREAS, the new Local Control Funding Formula and Local Control Accountability Plan are intended to improve educational achievement for all students but do not provide dedicated facilities funding; and

WHEREAS, quality 21st Century school facilities designed for student needs of today and tomorrow enhance academic achievement and further the State's academic goals; and

WHEREAS, Proposition 51 - the Kindergarten through Community College Public Education Facilities Bond Act of 2016 - will not raise State taxes; and

WHEREAS, the Proposition 51 - Kindergarten through Community College Public Education Facilities Bond Act of 2016 - State matching funds will reduce the need for additional local property taxes for school facilities.

NOW, THEREFORE BE IT RESOLVED, that the Guadalupe Union School District supports Proposition 51 - the Kindergarten through Community College Public Education Facilities Bond Act of 2016.

Passed, approved, and adopted this 10th day of August, 2016.

Ayes:

Noes:

Absent:

Anna Marie Santillan Michaud, Board President
Board of Trustees

Guadalupe Union School District

Position Description

Position: Case Manager/Educator	Position Number:
Department/Site: Healthy Start Family Services Center	FLSA:
Reports to/Evaluated by: Healthy Start Family Services Coordinator	Salary Grade: 114 Salary Grade: 117 w/BA Degree

Summary

Under general supervision provides case management services to youth and family in development of natural support system. Case management services include: client assessment, monitoring of client progress, crisis intervention, and community referrals. Components of the program are development of and linkage to community resources; i.e. education, treatment providers, work programs and employers, housing, social/recreation, community mentors, legal, and family empowerment through facilitating leadership, volunteer internships and training.

Essential Duties and Responsibilities

- Responsible for case management of clients to achieve the goals, objectives, and work plan according to established program standards and policies and procedures.
- Maintains ongoing contact with parents and guardians of all clients receiving services.
- Perform timely administrative duties: including documentation of services; preparation of reports and other required statistical information; etc.
- Maintain productivity level to meet program outcomes.
- Exhibit out of the box creative qualities to engage a diverse population not only as recipients of service but involvement in making systemic change through leadership and internship training to grow and advance community wellbeing.
- Supports the work of the Program Manager in assisting in skill building and best practices for client care.
- Maintains positive and responsive on-going contact with community partners, funders, and others associated with client cases.
- Attends and actively participates in community meetings, outreach events, scheduled staff meetings and trainings.
- Represent program and conduct presentations to community groups and professionals.
- Participate in the monitoring and evaluating of service effectiveness and customer satisfaction.
- Assist in program development activities. Proactively offers ideas for program development and take the lead in implementing new programmatic changes.
- Adheres to confidentiality and HIPPA regulations.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge, Skills and Abilities

Language Skills Ability to read, analyzes, and interprets general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills To perform this position successfully, an individual should have knowledge of Internet software; Spreadsheet software, Word Processing software and develop an understanding of specialized database applications.

Other Skills and Abilities Strong counseling and parent training skills required. Knowledge of symptoms and risk factors for children. Bilingual required (English/Spanish), with fluency in verbal and written Spanish. Ability to use good judgment, mentors others, make quick and appropriate decisions and maintain calm, professional demeanor and interaction in difficult/potential crisis situations.

Other Qualifications Some out-of-office travel required routinely with region. May travel within County about 10% of the time. Knowledge of HIPAA compliance requirements.

▪ **Physical Abilities**

While performing the duties of this position the employee is regularly required to sit and talk or hear. The employee is frequently required to stand and walk. The employee is occasionally required to use hands to finger, handle, or feel and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

▪ **Education and Experience**

Bachelor's Degree in Psychology, Sociology, Social Work, Human Services, Human Development or other behavior sciences field and one year of experience in a social services setting such as working directly with children, families and young adults, or in a case management, mental health or family services agency. Demonstration of successful performance as a Case Manager, up to two years equivalent education may be substituted for related experience on a year-for-year basis.

▪ **Licenses and Certificates**

Certificates, Licenses, Registrations Current valid California Driver's License with ability to qualify for coverage under Agency insurance plan.

▪ **Work Environment**

While performing the duties of this position, the employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually quiet.

Adopted:

Guadalupe Union School District Board of Trustees



GUADALUPE UNION SCHOOL DISTRICT

BURNHAM BENEFITS INSURANCE SERVICES

Consulting Services Agreement

Maggie Lepore, Senior Account Executive

AUG
2016

Burnham Benefits Insurance Services Consulting Agreement

This Consulting Agreement, hereinafter referred to as “Agreement” is between **Guadalupe Union School District**, hereinafter referred to as “Client” and Burnham Benefits Insurance Services, hereinafter referred to as “Consultant.”

WHEREAS, Client wishes to obtain the assistance of Consultant with strategic benefit planning, design, funding, administration, and communication with respect to its employee benefit programs;

WHEREAS, Consultant has superior knowledge and expertise in assisting employers with designing and servicing employee benefit plans; and

WHEREAS, the parties wish to set forth their respective expectations;

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the parties hereby agree as follows:

1. Scope of Services to be Provided by Consultant

- A. **Services.** Consultant will provide Client with consulting, actuarial, and brokerage services for the following benefit programs listed below:
 - Medical Insurance
 - Dental Insurance
 - Vision Insurance
 - Life Insurance
 - Disability Insurance
 - Accidental Death and Dismemberment Insurance
 - Health Care Flexible Spending Account
 - Dependent Care Flexible Spending Account
 - Long Term Care
 - Voluntary Benefits
- B. **Strategic Benefit Planning.** Consultant will provide assistance in developing overall plan benchmarks and targets to ensure that the plan meets and clearly states the objectives of Client and its employees.
- C. **Benefit Design.** Consultant will help to ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.
- D. **Administration.** Consultant will identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration.
- E. **Funding.** Consultant will advise and counsel regarding program funding alternatives, including review fee proposals, recommend budget rates, employee contribution rates, and COBRA rates; select and procure appropriate stop loss terms; and monitor program costs against expectations.
- F. **Communication.** Consultant will assist in drafting employee communications including benefit summaries, and assist in the review of plan documents and insurance certificates during the planning and enrollment process.

- G. **Compliance Tools & Legislative Information.** Consultant will provide informational materials on legislative developments impacting employee benefit plans, including but not limited to topics such as PPACA, COBRA, HIPAA, and Section 125.
- H. **Meetings with Client and Vendors.** Services will include attendance at and facilitation of regular meetings with Client and vendors as needed to facilitate program management including day-to-day operations and planning program changes.
 - a) Consultant shall meet with Client on a monthly basis to review all activities performed by Consultant during the prior quarter. The meetings will include discussion of business concerns and monthly financial document review including presentations of options and recommendations.
 - b) Consultant shall meet with Client quarterly to discuss review of the program, state of the marketplace, progress made toward strategic plan, and developments within Client's organization.
 - c) Consultant shall meet with Client semi-annually to review the stewardship report for the preceding year, create a stewardship report outlining the goals and objectives for the upcoming year, and agree upon Consultant's fees for the next twelve month period.
- I. **Day-to-Day Administrative Issues.** Consultant shall provide assistance in the daily administration of programs, including resolution of vendor service issues and addressing questions and concerns raised by Client's employees and management, including hearing and rendering opinions on claims brought before Appeals Committee.
- J. **Stewardship Report.** Consultant will develop and implement a detailed account stewardship plan, which should include, but not be limited to, the following:
 - a) Specific quantifiable and measurable goals and objectives for Consultant's team relating to Client's programs; and
 - b) Detailed work plans which lay out the account management plan, work schedules, areas of concentration, timing, and information requirements.
- K. **Data Analysis.** Upon receipt of current claims data, Consultant will provide Client with a summary health plan management dashboard analyzing health care claims paid during the previous of up to 24 months.

2. Disclosure and Record Keeping

- A. **Full Disclosure.** Client has the right to approve any arrangements and/or the utilization of any intermediaries in connection with, or arising out of, or in any way related to Client's insurance and risk management program. Consultant must seek approval from Client prior to the use of any of the above in connection with the Client's insurance and risk management program.
- B. **Record Keeping.** Consultant will maintain accurate and current files including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice or as otherwise directed by Client.

3. Term & Termination

- A. **Term.** This initial term of this Agreement shall be one year, commencing on October 1, 2016 and ending September 30, 2019 ("Initial Term").
- B. **Termination.** This Agreement may be terminated by either party only as follows:

- a) Effective upon ninety (90) days advance written notice to the other party stating that such other party is in breach of any of the provisions of this Agreement, provided such breach (if able to be cured) is not cured within thirty (30) days after the notice is received;
- b) effective upon ninety (90) days advance written notice to the other party given with or without reason; provided such notice is given after the Initial Term; or
- c) By mutual written agreement of the parties.

4. Cost of Services

Consultant professional fees are based upon time expended by specific individuals. Client agrees to pay Consultant professional fees as outlined in **Exhibit 1**, attached hereto and incorporated by reference. These fees are payable in monthly installments and Consultant agrees to submit invoices to Client on a monthly basis.

Additional programs and services will be provided on a project basis for an additional fee to be disclosed in writing and shall be undertaken upon mutual written agreement between Consultant and Client. Such programs and services may include, but not be limited to Milliman actuarial services, retiree medical plans, special employee surveys, printed employee communication materials, and additional voluntary benefit programs.

5. Personnel

Consultant will assign its personnel according to the needs of Client and according to the disciplines required to complete the appointed task in a professional manner. Consultant retains the right to substitute personnel with reasonable cause. The Account Management Team consists of the following individuals:

Primary Service Team:

Maggie Lepore, Senior Consultant
Mary Valdivieso, Senior Account Manager

Additional Key Resources:

Ryan Meissner, Lead Underwriter
Glen Morse, Underwriter
Richard Asensio, Director of Compliance
Leslie Ouellette, Director of Client Communications

6. Client's Responsibilities

Client agrees to provide Consultant with the necessary data and records that Consultant requires in order to perform the services Consultant agrees to perform under the terms of this Agreement. Such data and records include, but are not limited to, written plan materials, contracts, policies, notices, enrollment data, disenrollment data, and census data. The data and records will be provided as of the Effective Date, and will be updated promptly and timely as necessary throughout the term of this Agreement. Consultant's ability to provide Client with the services provided for in this Agreement is conditioned upon Consultant's receipt of accurate and timely information from Client. Consultant will not independently verify or authenticate information provided by or on behalf of Client. Client shall be solely responsible for the accuracy and completeness of such information and other documentation furnished to Consultant.

Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans' legal documents to the extent that the amendments would affect Consultant in the performance of its obligations under this Agreement.

7. Records and Protected Health Information

Consultant understands and agrees to limit its use and disclosure of protected health information as described, attached hereto and incorporated by reference.

8. Independent Contractor

It is understood and agreed that Consultant is engaged by Client to perform services under this Agreement as an independent contractor. Consultant shall use reasonable efforts to follow written, oral, or electronically transmitted (i.e., sent via facsimile or e-mail) instructions from Client as to policy and procedure.

9. Fiduciary Responsibility

Client acknowledges that:

- A. Consultant shall have no discretionary authority or discretionary control respecting the management of any of the employee benefit plans;
- B. Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client's employee benefit plans; and
- C. Consultant shall perform services pursuant to this Agreement in a non-fiduciary capacity.
- D. Consultant will participate on Second Level Appeals Committee in a non-fiduciary capacity.

Consultant is solely an insurance broker and consultant, and has no discretionary control over plan assets; thus, in the event Client's employee welfare benefit plan or plans are deemed to be governed by the Employee Retirement Income Security Act of 1974 ("ERISA"), Client, and not Consultant, shall be and is the ERISA fiduciary for the plan or plans.

10. Legal Compliance

Consultant is not licensed to practice law and the services provided under the terms of this Agreement are not intended as a substitute for legal advice. Client, and not Consultant, shall be solely responsible for complying with, and consulting with legal counsel with respect to, its legal obligations under the terms of this Agreement, as well as Client's compliance obligations under federal and state insurance, employee benefits, privacy, and labor laws and regulations (including, but not limited to, ERISA, HIPAA, COBRA, and the Internal Revenue Code). Client is also solely responsible for determining, and consulting with legal counsel with respect to, the legal sufficiency of written documents relating to Client's employee welfare benefit plans, including but not limited to plan documents, summary plan descriptions, insurance policies and contracts, notices, and communications materials, including those that may be provided by Consultant. The responsibilities of Client include, but are not limited to, meeting its reporting and disclosure obligations under ERISA, the filing of the annual Form 5500, conducting any discrimination testing that may be required under the Internal Revenue Code for its plans, and

complying with federal and state privacy laws (including HIPAA). Client should consult legal counsel before entering into any insurance policies, contracts, or vendor arrangements.

Consultant shall maintain in effect all licenses it is required by California law to maintain in order to perform its obligations under this Agreement.

11. Confidentiality

Each party (in such capacity, "Recipient") will not access or use Confidential Information of the other (in such capacity, "Discloser") for any purpose other than performance of its obligations or receipt of benefits hereunder and shall maintain such information in the strictest confidence. Recipient may disclose the Discloser's Confidential Information to Recipient's employees, attorneys, advisors, and contractors who have a legitimate "need to know", provided that Recipient ensures that all such entities and persons are obligated to and do comply with confidentiality obligations consistent with (and no less restrictive than) this Section 11. The term "Confidential Information" means the provisions of this Agreement (which shall be the Confidential Information of both parties, subject to the following sentence), and any and all information, written or oral, provided or made available by or on behalf of one party or its affiliates, contractors, or vendors to the other party or its affiliates, contractors, or vendors in connection with this Agreement or the parties' relationship hereunder, whether or not designated as confidential. Consultant may disclose an accurate summary of the relationship formed hereunder, provided that Consultant does not reveal any associated pricing information, or other relationship details not included in prior disclosures that Client has previously and expressly designated as being excluded from this disclosure right. Information of a third party to whom a party owes a duty of confidentiality will be treated as Confidential Information of that party if it meets the description above. However, (a) Confidential Information does not include information that: was or is publicly available other than as a result of breach of this Agreement by Recipient; was or is lawfully received by the Recipient free of any obligation of confidentiality, or is independently developed by or on behalf of the Recipient without the use of the Discloser's Confidential Information; and (b) Recipient may disclose the Discloser's Confidential Information to the extent such disclosure is necessary in connection with the enforcement of this Agreement; or necessary to comply with any legal or regulatory requirements, provided that the Recipient gives the Discloser prompt notice of the compelled disclosure and cooperates with the Discloser in seeking a protective order or any other protections available to limit the disclosure of the Discloser's Confidential Information.

All information is agreed to be handled in a manner consistent with State of California and Federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA") guidelines, and a separate Business Associate Agreement will be executed to this end. The form that the Business Associate Agreement shall take is attached.

12. Insurance

During the term of this Agreement, Consultant shall procure and maintain for itself and its employees all insurance coverage as required by federal or state law and shall maintain at least the minimum coverage limits set forth below:

- A. Professional Liability or Errors & Omissions Liability Coverage with minimum limits of \$2,000,000 per claim and general aggregate.

Notwithstanding the above, Consultant is allowed to maintain deductibles and self-insured retentions under all insurance above without exception. Said certificate will include a provision whereby the insurer will endeavor to provide fifteen (15) days notice prior to coverage cancellation by either Consultant or insurer.

13. Limitation of Liability

Consultant shall not be liable for any lost profits or for any indirect, incidental, consequential, punitive or other special damages suffered by Client arising out of or related to this Agreement, even if advised of the possibility of such damages.

14. Indemnity

- A. To the fullest extent permitted by law, Consultant and Client agree to save, indemnify, defend and hold harmless each other from any and all liability, claims, suits, actions, arbitration proceedings, administrative proceedings, and regulatory proceedings, losses, expenses, or any injury or damage of any kind whatsoever, whether actual, alleged or threatened, attorney fees, court costs, and any other costs of any nature without restriction incurred in relation to, as a consequence of, or arising out of, the performance of this Agreement, and attributable to the fault of the other. Following a determination of the percentage of fault and or liability by agreement between the Consultant and Client or a court of competent jurisdiction, the party responsible for liability to the other will indemnify the other party to this Agreement for the percentage of liability determined.
- B. Nothing to the contrary withstanding, any limitation on liability and/or remedies set forth herein does not apply in the event that the services performed under the Agreement results in injury or death to persons or damage to tangible property.

15. Disputes / Arbitration

In the event of a dispute between the parties arising out of, respecting, caused by, concerning, or relating to this Agreement, or the breach thereof, or the relationship or activities of the parties to this Agreement, or the Limitation of Liability and Indemnity provisions of this Agreement (the "Dispute"), and if the Dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the Dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules before resorting to arbitration. Any such mediation shall be completed within sixty (60) days of the time notice of a Dispute is given by one party, unless the parties agree to extend the time limits.

If mediation does not resolve the Dispute, the parties shall arbitrate the Dispute. The arbitration shall be administered by the American Arbitration Association under its Commercial Arbitration Rules (except as modified herein), and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof within the State of California. Arbitration shall take place in the State of California, County of Orange. The arbitrator shall provide a decision in writing stating his/her reason and rationale for the decision. Prior to the arbitration, the parties shall have the right to demand from one another the disclosure of relevant and discoverable documents, as well as a list of witnesses the other party intends to call at the arbitration, and a summary of the issues to be raised, which information shall be provided two (2) weeks in advance of the arbitration date. Arbitration shall be the parties' exclusive remedy.

14. Miscellaneous

This Agreement, together with all Exhibits, constitutes the entire agreement between the parties, and any other warranties or agreements are hereby superseded. No amendment, modification, or waiver of any provision of this Agreement shall be binding unless in writing and signed by an appropriate officer or duly authorized employee of each party to the Agreement.

If any provision set forth in the Agreement is invalid or unenforceable under any law, the validity of the remainder of the Agreement shall not be affected and such provision shall be deemed modified to the minimum extent necessary to make it consistent with applicable law. The modified provision shall be enforceable and enforced, provided it does not impose on any party obligations or benefits that are materially greater than those provided under the original provision.

Under no circumstances shall failure by either party to insist upon compliance with any provision of this Agreement, or either party's delay or failure to exercise of any right or remedy under this Agreement, operate to waive or modify any such provision, right or remedy or render it unenforceable as to any other time or occurrence.

Neither party may assign all or a portion of its rights or duties hereunder without the prior written consent of the other party.

In the event of any litigation or arbitration between the parties arising out of, respecting, caused by, concerning, or relating to this Agreement, or the breach thereof, or the relationship or activities of the parties to this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs.

Any notice, demand, or request given in accordance with this Agreement shall be given by personal delivery; by messenger delivery; by facsimile transmission; by placing said notice in the United States mail, registered or first-class, postage prepaid; or by sending such notice via an overnight courier service. Notice shall be deemed given when delivered to a party (personally, by messenger, or by an overnight courier service); when the facsimile transmission occurs; or two days after the date the notice is deposited in the United States mail, postage prepaid.

Notice shall be given to Consultant as follows:

2211 Michelson Drive, Suite 1200, Irvine, CA 92612
ATTN: Maggie Lepore

Notice shall be given to Client as follows:

Guadalupe Union School District
ATTN: Ed Cora, Superintendent
4465 9th Street, Guadalupe, CA 93434

Each party to this Agreement has had the opportunity to consult with counsel of its choice as to the form and content of this Agreement and the advisability of executing it. The normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party will not be employed in any interpretation of this Agreement.

This Agreement shall inure to the benefit of the respective successor and permitted assigns of each party, and shall be binding upon the successors and permitted assigns of each party.

Neither party will be responsible for any delay or failure in the performance of its duties caused by forces or events beyond its reasonable control.

Nothing in this Agreement is intended to confer upon any other party any rights or remedies hereunder, and no third party may claim to be a beneficiary of this Agreement.

The validity and interpretation of the provisions of this Agreement will be governed by the laws of California without regard to any provisions governing conflict of laws, and both parties agree that, subject to the provision entitled "Disputes/Arbitration," the exclusive jurisdiction and the proper venue for any action brought hereunder will be the court of California or the federal courts in California.

GUADALUPE UNION SCHOOL DISTRICT

Signature

Date

Title

BURNHAM BENEFITS INSURANCE SERVICES

Signature

Date

Title

Exhibit #1 – Consulting Fees

Full-Services Service Description	Fee
<i>Benefit Program Development and Management</i> <ul style="list-style-type: none"> ▪ Strategic plan development and management ▪ Continual ACA law guidance and support ▪ Disease Management process review ▪ Assist in orientation of new HR staff ▪ Cost analysis, market study and carrier trend analysis ▪ Comprehensive plan design assessment ▪ Contribution strategy evaluation ▪ Benchmarking data research and reports ▪ Claims analysis ▪ Legal and compliance updates 	<p align="center">Full Services Contract:</p> <p align="center">\$28,000 Annual Fee Paid in 12 monthly installments beginning October 1, 2016</p>
<i>Underwriting/ Actuarial Services</i> <ul style="list-style-type: none"> ▪ Monthly claim dashboard reporting ▪ Funding level adequacy and review ▪ PBM marketing and discount analysis ▪ Network discount reporting ▪ Renewal evaluation ▪ Predictive modeling of plan changes ▪ Comprehensive assessment of health plan reporting ▪ Fee based actuarial services with Milliman 	included in above fee
<i>Implementation Variables</i> <ul style="list-style-type: none"> ▪ Implementation time line on projects ▪ PPO and HMO network analysis ▪ Plan design alternatives ▪ Client access to MyWave™ ▪ Contract and SPD accuracy review ▪ Continual account stewardship reporting 	Included in above fee
<i>Employee Perception Variables</i> <ul style="list-style-type: none"> ▪ Employee surveys ▪ Total compensation statements ▪ HR Connection Employee Web Portal ▪ Open enrollment support ▪ Face-to-Face presentations ▪ Health Fair support ▪ Webinar meetings 	Included in above fee
<i>Value Added Service Variables</i> <ul style="list-style-type: none"> ▪ Client Profile ▪ Wellness initiatives and support ▪ Custom Communications (Open enrollment & New Hire) ▪ Compliance/Legislative updates ▪ Access to Burnham's Director of Compliance ▪ HR Consulting, training, & legal resources through Think HR ▪ HIPPA review and compliance audit ▪ Face to face meetings as needed per LMUSD 	Included in above fee
<i>Professional Communications Preparation</i> <ul style="list-style-type: none"> ▪ ACA law required notices ▪ Benefit Enrollment Brochures ▪ PowerPoint Presentations ▪ Universal enrollment form 	Included in above fee
<i>Affordable Care Act Compliance & Modeling</i> <ul style="list-style-type: none"> ▪ Actuarial Value Assessment ▪ Affordability Report ▪ Cadillac Tax Projection ▪ Play or Pay Financial Modeling ▪ Variable Hour Assessment ▪ Exchange Notice Delivery 	Included in above fee

<ul style="list-style-type: none"> ▪ ACA Compliance Audit ▪ Summary of Compliance Recommendations/Next Steps. ▪ ACA Webinars ▪ ACA Educational Employee Meetings ▪ ACA Updates via electronic newsletters, articles and briefs 	
<p>Marketing Services</p> <ul style="list-style-type: none"> ▪ Data Collection for marketing plans ▪ Determine markets to bid <ul style="list-style-type: none"> ○ Fully insured, Self-funded program, JPAs, Trusts ▪ Creation of Request for Proposal on behalf of District ▪ Timeline development and RFP response monitoring ▪ Analyze and negotiate quotes ▪ Illustrate detailed comparisons, including employee portions, district portions, benefits, and all differences from current ▪ Present detailed overview to the District ▪ Determine finalists and conduct interviews of vendor candidates (with the District) ▪ Support in implementation of new plan 	<p>included in above fee</p>

Guadalupe Union School District

Board Policy

Students

STUDENT WELLNESS

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall coordinate and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

(cf. 1020 - Youth Services)
(cf. 3513.3 - Tobacco-Free Schools)
(cf. 3514 - Environmental Safety)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.61 - Drug Testing)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5141.6 - School Health Services)
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)
(cf. 6164.2 - Guidance/Counseling Services)

School Health Council/Committee

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b)

To fulfill this requirement, the Superintendent or designee may appoint a school health council or other district committee whose membership shall include representatives of these groups. He/she also may invite participation of other groups or individuals, such as health educators,

curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

STUDENT WELLNESS (continued)

(cf. 1220 - Citizen Advisory Committees)

(cf. 9140 - Board Representatives)

The school health council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council/committee may also include the planning, implementation, and evaluation of activities to promote health within the school or community. Recess should be encouraged to take place before lunch.

Goals for Nutrition, Physical Activity, and Other Wellness Activities

The Board shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. (42 USC 1758b)

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The District's nutrition education and physical education programs shall be based on research, shall be consistent with the expectations established in the State's curriculum frameworks and content standards, and shall be designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

- The Director, nutrition services and physical education teachers form a co-chair to oversee the goals for nutrition, physical activity, and other Wellness activities.

(cf. 6011 - Academic Standards)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, oral health, and include the school nurse. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before-/after-school programs, summer learning programs, and school

garden programs.

(cf. 5148.2 - Before/After School Programs)

(cf. 6177 - Summer Learning Programs)

To reinforce the district's nutrition education program, the Board prohibits the marketing and advertising and selling of non-nutritious foods and beverages through signage, vending machine fronts, logos, scoreboards, school supplies, advertisements in school publications, coupon or incentive programs, free giveaways, or other means.

STUDENT WELLNESS (continued)

(cf. 1325 - Advertising and Promotion)

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before-/after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

(cf. 5142.2 - Safe Routes to School Program)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students' access to opportunity for physical activity.

(cf. 1330.1 - Joint Use Agreements)

Professional development shall be regularly offered and encouraged to health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school websites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1100 - Communication with the Public)
(cf. 1112 - Media Relations)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 6020 - Parent Involvement)

In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students' **STUDENT WELLNESS** (continued)

physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

(cf. 5131.2 - Bullying)
(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote worksite wellness programs and may provide opportunities for regular physical activity among employees.

Nutritional Guidelines for Foods Available at School

For all foods available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1773 and 1779 and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program. All foods sold at schools will follow USDA Smart Snacks guidelines and Assembly Bill 626 standards. Foods that are brought in for birthday parties and celebrations will also fall under these guidelines. Classroom parties will take place no more than once a month.

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3552 - Summer Meal Program)
(cf. 3553 - Free and Reduced Price Meals)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)
(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that all foods and beverages sold to students at district schools, including those available outside the district's food services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal nutritional standards. Nutrition Services will approve all other foods sold.

STUDENT WELLNESS (continued)

(cf. 3312 - Contracts)
(cf. 3554 - Other Food Sales)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties. Class parties or celebrations shall be held after the lunch period when possible.

Program Implementation and Evaluation

The Superintendent shall designate one or more district or school employees, as appropriate, to ensure that each school site complies with this policy, such as the Principal at each site. (42 USC 1758b)

(cf. 0500 - Accountability)
(cf. 3555 - Nutrition Program Compliance)

The Superintendent or designee shall assess the implementation and effectiveness of this policy at least once every two years.

The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements
2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records

3. Student participation rates in all school meal and/or snack programs, including the **STUDENT WELLNESS** (continued)

number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program

4. Extent to which foods sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with nutritional standards
5. Results of the state's physical fitness test at applicable grade levels
6. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity. Number of minutes eating recommended by the California Department of Education is 20 minutes
7. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program
8. A description of other district wide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the school health council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of

wellness data with other student outcomes such as academic indicators or student discipline rates.

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the content and implementation of this policy and assessment results. (42 USC 1758b)

In addition, the assessment results shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each school shall also post a summary of nutrition and physical activity laws and regulations prepared by the California Department of Education.

STUDENT WELLNESS (continued)

Legal Reference:

EDUCATION CODE

33350-33354 CDE responsibilities re: physical education
49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001
49490-49494 School breakfast and lunch programs
49500-49505 School meals
49510-49520 Nutrition
49530-49536 Child Nutrition Act
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49561 Meals for needy students
49565-49565.8 California Fresh Start pilot program
49570 National School Lunch Act
51210 Course of study, grades 1-6
51220 Course of study, grades 7-12
51222 Physical education
51223 Physical education, elementary schools
51795-51796.5 School instructional gardens
51880-51921 Comprehensive health education
CODE OF REGULATIONS, TITLE 5
15500-15501 Food sales by student organizations
15510 Mandatory meals for needy students
15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

1758b Local wellness policy

1771-1791 Child Nutrition Act, especially:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.23 National School Breakfast Program

COURT DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

Management Resources:

CSBA PUBLICATIONS

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California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

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

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>
California Project LEAN (Leaders Encouraging Activity and Nutrition):
<http://www.californiaprojectlean.org>
California School Nutrition Association: <http://www.calsna.org>
Center for Collaborative Solutions: <http://www.ccscenter.org>
Centers for Disease Control and Prevention: <http://www.cdc.gov>
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Policy Reference UPDATE Service

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GUADALUPE UNION SCHOOL DISTRICT
Office of Educational Services

Guadalupe Board of Education
August 10, 2016

Action Item

6-8 Math Materials

The district junior high math teachers met in December of 2015 to investigate the use of College Preparatory Math. Later each member of the team piloted the materials. The samples were available for all teachers to review and staff development was provided.

The District Curriculum Council discussed the materials, requirements, and student needs at the school site. During the June meeting the College Preparatory Math program was approved for 6-8 adoption.

The textbooks have been on public display at the site as required by law.

Guadalupe Union ESD

Administrative Regulation

Suspension And Expulsion/Due Process

AR 5144.1

Students

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910

Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

(cf. 5144 - Discipline)

(cf. 5145.6 - Parental Notifications)

Grounds for Suspension and Expulsion: Grades K-12

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows:

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))

2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))

(cf. 5131 - Conduct)

(cf. 5131.7 - Weapons and Dangerous Instruments)

3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))

(cf. 5131.6 - Alcohol and Other Drugs)

4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as such controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))

5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))

6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))

7. Stole or attempted to steal school property or private property (Education Code 48900(g))

8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing his/her own prescription products (Education Code 48900(h))

(cf. 5131.62 - Tobacco)

9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))

10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))

11. Knowingly received stolen school property or private property (Education Code 48900(l))

12. Possessed an imitation firearm (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))

14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))

15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))

16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))

Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in items #1-3 of "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Electronic act means the creation or transmission of a communication originated on or off school site, including, but not limited to, a message, text, sound, image, or post on a social network Internet web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network Internet web site shall include, but is not limited to, the posting or creation of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability. (Education Code 48900(r))

(cf. 1114 - District-Sponsored Social Media)

(cf. 5131.2 - Bullying)

(cf. 6163.4 - Student Use of Technology)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education under Section 504)

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))

19. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)

Additional Grounds for Suspension and Expulsion: Grades 4-12

*****Note:** The following section applies only to students in grades 4-12 and may be revised to reflect grade levels offered by the district. ***

Any student in grades 4-12 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))

(cf. 5131.4 - Student Disturbances)

A student in grades 4-12 shall be subject to suspension or recommendation for expulsion when it is determined that he/she:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)

Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

(cf. 5145.7 - Sexual Harassment)

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

(cf. 5145.9 - Hate-Motivated Behavior)

3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

(cf. 5145.3 - Nondiscrimination/Harassment)

Suspension from Class by a Teacher

A teacher may suspend a student, including a grade K-3 student, from class for the remainder of the day and the following day for disruption, willful defiance, or any of the other acts specified in Education Code 48900 and listed as items #1-18 under "Grounds for Suspension and Expulsion: Grades K-12" above. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, he/she shall be appropriately supervised during the class periods from which he/she has been suspended. (Education Code 48910)

As soon as possible after the teacher decides to suspend the student, he/she shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which he/she was suspended. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school site, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity to have committed any of the acts listed in the Board policy under "Authority to Expel" and for which he/she is required to recommend expulsion. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if he/she determines that the student violated any of items #1-5 listed under "Grounds for Suspension and Expulsion: Grades K-12" above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct in the student. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension or supervised suspension upon a student, the Superintendent, principal, or designee shall document the other means of correction used and retain them in the student's record. (Education Code 48900.5)

(cf. 5125 - Student Records)

Length of Suspension

The Superintendent, principal, or designee may suspend a student from school for not more than five consecutive school days. (Education Code 48911)

A student may be suspended from school for not more than 20 school days in any school year. However, if a student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class for the purpose of adjustment, he/she may be suspended for not more than 30 school days in a school year. The district may count suspensions that occur while

a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903, 48911, 48912)

(cf. 6184 - Continuation Education)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

1. Informal Conference: Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, presented with the available evidence against him/her, and given the opportunity to present his/her version and evidence in support of his/her defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of the conference and the conference shall be held within two school days, unless the student waives his/her right to it or is physically unable to attend for any reason. In such a case, the conference shall be held as soon as the student is physically able to return to school. (Education Code 48911)

*****Note:** Item #2 below should be revised to reflect the district's processing and reporting procedures. ***

2. Administrative Actions: All requests for student suspension are to be processed by the principal or designee. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)

3. Notice to Parents/Guardians: At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall also be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

*****Note:** The following optional paragraph may be revised to reflect district practice. ***

In addition, the notice may state the date and time when the student may return to school.

4. Parent/Guardian Conference: Whenever a student is suspended, school officials may request a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

If school officials request to meet with the parent/guardian, the notice may state that the law requires the parent/guardian to respond to such requests without delay. However, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied reinstatement solely because the parent/guardian failed to attend the conference. (Education Code 48911)

5. Extension of Suspension: If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed: (Education Code 48911)

a. The extension of the original period of suspension is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.

b. The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)

c. If the student involved is a foster youth, the Superintendent or designee shall notify the district liaison for foster youth of the need to invite the student's attorney and a representative of the appropriate county child welfare agency to attend the meeting. (Education Code 48853.5, 48911, 48918.1)

(cf. 6173.1 - Education for Foster Youth)

d. If the student involved is a homeless child or youth, the Superintendent or designee shall notify the district liaison for homeless students. (Education Code 48918.1)

(cf. 6173 - Education for Homeless Children)

In lieu of or in addition to suspending a student, the Superintendent, principal, or designee may provide services or require the student to participate in an alternative disciplinary program designed to correct his/her behavior and keep him/her in school.

Suspension by the Board

The Board may suspend a student for any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12" above and within the limits specified under "Suspension by Superintendent, Principal, or Designee" above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester. The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold a closed session if a public hearing would lead to disclosure of information violating a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

(cf. 9321 - Closed Session Purposes and Agendas)

The Board shall provide the student and his/her parent/guardian with written notice of the closed session by registered or certified mail or personal service. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

On-Campus Suspension

A student for whom an expulsion action has not been initiated and who poses no imminent danger or threat to the school, students, or staff may be assigned to on-campus suspension in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)

1. The on-campus suspension classroom shall be staffed in accordance with law.
2. The student shall have access to appropriate counseling services.
3. The on-campus suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension.
4. The student shall be responsible for contacting his/her teacher(s) to receive assignments to be completed in the supervised suspension classroom. The teacher(s) shall provide all assignments and tests that the student will miss while suspended. If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.

At the time a student is assigned to an on-campus suspension classroom, the principal or designee shall notify the student's parent/guardian in person or by telephone. When the assignment is for longer than one class period, this notification may be made in writing. (Education Code 48911.1)

Superintendent or Principal's Authority to Recommend Expulsion

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, he/she shall recommend a student's expulsion for any of the following acts: (Education Code 48915)

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11058, except for (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

In determining whether or not to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)

Student's Right to Expulsion Hearing

Any student recommended for expulsion shall be entitled to a hearing to determine whether he/she should be expelled. The hearing shall be held within 30 school days after the Superintendent, principal, or designee determines that the student has committed the act(s) that form the basis for the expulsion recommendation. (Education Code 48918(a))

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Stipulated Expulsion

After a determination that a student has committed an expellable offense, the Superintendent, principal, or designee shall offer the student and his/her parent/guardian the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after the student or his/her parent/guardian has been given written notice of the expulsion hearing pursuant to Education Code 48918.

The stipulation agreement shall be in writing and shall be signed by the student and his/her parent/guardian. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of his/her right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.

A stipulated expulsion agreed to by the student and his/her parent/guardian shall be effective upon approval by the Board.

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, he/she shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of his/her right to: (Education Code 48918.5)

1. Receive five days' notice of his/her scheduled testimony at the hearing
2. Have up to two adult support persons of his/her choosing present at the hearing at the time he/she testifies
3. Have a closed hearing during the time he/she testifies

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based
3. A copy of district disciplinary rules which relate to the alleged violation
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment

This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).

(cf. 5119 - Students Expelled from Other Districts)

5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a nonattorney adviser

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney adviser means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing
7. The opportunity to confront and question all witnesses who testify at the hearing
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses

Additional Notice of Expulsion Hearing for Foster Youth and Homeless Students

If the student facing expulsion is a foster student, the Superintendent or designee shall also send notice of the hearing to the student's attorney and a representative of an appropriate child welfare agency at least 10 days prior to the hearing. (Education Code 48918.1)

If the student facing expulsion is a homeless student, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 days prior to the hearing. (Education Code 48918.1)

Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)

Conduct of Expulsion Hearing

1. Closed Session: Notwithstanding Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that privacy rights of other students are not violated. (Education Code 48918)

Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether or not the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend the closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to have his/her testimony heard in closed session when testifying in public would threaten serious psychological harm to the witness and when there are no alternative procedures to avoid the threatened harm, including, but not limited to, videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))

2. Record of Hearing: A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))

3. Subpoenas: Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in item #4 below. (Education Code 48918(i))

4. Presentation of Evidence: Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12" above. (Education Code 48918(h))

Findings of fact shall be based solely on the evidence at the hearing. Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

5. Testimony by Complaining Witnesses: The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)

- a. Any complaining witness shall be given five days' notice before being called to testify.
- b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during his/her testimony.
- c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
- d. The person presiding over the hearing may remove a support person whom he/she finds is disrupting the hearing.
- e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5.

f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.

g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.

(1) The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.

(2) At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which he/she may leave the hearing room.

(3) The person conducting the hearing may:

(a) Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness

(b) Limit the time for taking the testimony of a complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours

(c) Permit one of the support persons to accompany the complaining witness to the witness stand

6. Decision: The Board's decision as to whether to expel a student shall be made within 40 school days after the student is removed from his/her school of attendance, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918)

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing," including the requirement to issue a decision within 40 school days of the

student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by his/her parent/guardian, the Superintendent or designee shall consult with the parent/guardian and district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has ruled on the recommendation. (Education Code 48917, 48918)

Final Action by the Board

Whether the expulsion hearing is conducted in closed or public session by the Board, a hearing officer, or an administrative panel or is waived through the signing of a stipulated expulsion agreement, the final action to expel shall be taken by the Board in public. (Education Code 48918(j))

(cf. 9321.1 - Closed Session Actions and Reports)

The Board's decision is final. If the decision is to not expel, the student shall be reinstated immediately. If the decision is to suspend the enforcement of the expulsion, the student shall be reinstated under the conditions of the suspended expulsion.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for any act listed under "Mandatory Recommendation and Mandatory Expulsion" above, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered

during summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

*****Note:** The following paragraph is optional. Education Code 48916.5 authorizes, but does not mandate, the Board to make the following requirement of certain expelled students. ***

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under "Grounds for Suspension and Expulsion: Grades K-12" or "Additional Grounds for Suspension and Expulsion: Grades 4-12" (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and his/her parent/guardian (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision to Suspend Expulsion Order

*****Note:** Pursuant to Education Code 48917, the Board's criteria for suspending the enforcement of expulsions must be applied uniformly to all students. Items #1-3 below are optional and should be revised to reflect district criteria. ***

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion order, the Board shall take into account the following criteria:

1. The student's pattern of behavior
2. The seriousness of the misconduct
3. The student's attitude toward the misconduct and his/her willingness to follow a rehabilitation program

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)
2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12" or "Additional Grounds for Suspension and Expulsion: Grades 4-12" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)
4. When the suspension of enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)
6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall inform the parent/guardian of the right to appeal the expulsion to the County Board, the alternative educational placement to be provided to the student during the period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of his/her status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))
7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

Appeal

The student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion order is suspended and the student is placed on probation. (Education Code 48919)

If the student submits a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board, the district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notification to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance. In addition, law enforcement authorities shall be notified regarding any acts by students regarding the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Placement During Expulsion

Although Education Code 48663 prohibits the use of independent study in community day schools, Education Code 48916.1 does not in any way restrict the district from offering independent study as a voluntary alternative placement option for expelled students. ***

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any elementary school, unless the program is offered at a community day school established at any of these

3. Not housed at the school site attended by the student at the time of suspension

(cf. 6158 - Independent Study)

(cf. 6185 - Community Day School)

When the placement described above is not available and when the County Superintendent so certifies, students expelled for only acts described in items #6-12 under "Grounds for Suspension and Expulsion: Grades K-12" and items #1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-12" above may be referred to a program of study that is provided at another comprehensive middle, junior, or senior high school or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

Prior to the date set by the Board for the student's readmission:

1. The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
2. The Superintendent or designee shall transmit to the Board his/her recommendation regarding readmission. The Board shall consider this recommendation in closed session. If a written request for open session is received from the parent/guardian or adult student, it shall be honored to the extent that privacy rights of other students are not violated.
3. If the readmission is granted, the Superintendent or designee shall notify the student and parent/guardian, by registered mail, of the Board's decision regarding readmission.
4. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)
5. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school.
6. The Board shall provide written notice to the expelled student and parent/guardian describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The

student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district. (Education Code 48916)

No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records

The district shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)

Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon written request by that school. (Education Code 48918(k))

The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)

(cf. 5119 - Students Expelled from Other Districts)

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Guadalupe Union ESD

Board Policy

Suspension And Expulsion/Due Process

BP 5144.1

Students

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

(cf. 1020 - Youth Services)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

***Note: The following optional paragraph may be revised to reflect district practice. ***

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

***Note: Each option below reflects an exception granted to teachers pursuant to Education Code 48910 to suspend students, including a K-3 student, from class; see section "Suspension from Class by a Teacher" in the accompanying administrative regulation. ***

Select One:

OPTION 1: No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

OPTION 2: No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence

(cf. 5131.7 - Weapons and Dangerous Instruments)

2. Selling or otherwise furnishing a firearm

3. Brandishing a knife at another person

4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058

5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4

6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct

2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

The report shall be disaggregated by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, foster youth, and students with disabilities. The report also shall include information about whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48645.5 Readmission; contact with juvenile justice system

48660-48666 Community day schools

48853.5 Foster youth

48900-48927 Suspension and expulsion

48950 Speech and other communication

48980 Parental notifications

49073-49079 Privacy of student records

52060-52077 Local control and accountability plan

CIVIL CODE

47 Privileged communication

48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt

54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia

11053-11058 Standards and schedules

LABOR CODE

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined

240 Assault defined

241.2 Assault fines

242 Battery defined

243.2 Battery on school property

243.4 Sexual battery

245 Assault with deadly weapon

245.6 Hazing

261 Rape defined

266c Unlawful sexual intercourse

286 Sodomy defined

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

289 Penetration of genital or anal openings

417.27 Laser pointers

422.55 Hate crime defined

422.6 Interference with exercise of civil rights

422.7 Aggravating factors for punishment

422.75 Enhanced penalties for hate crimes

626.2 Entry upon campus after written notice of suspension or dismissal without permission

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razors, or stun guns

868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

1415(K) Placement in alternative educational setting

7151 Gun-free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

California Attorney General's Office: <http://www.oag.ca.gov>

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

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs>

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Board Self-Evaluation Result

Guadalupe Union ESD



1. Conditions of Effective Governance

Number of members responded

		Almost Always	Often	Less Often	Rarely	Not Sure
Board unity						
1. The board is focused on achievement for all students.		4	0	0	0	1
2. The board is committed to a common vision.		3	1	0	0	1
3. The board stays focused on district priorities.		3	1	0	0	1
4. The board works well together.		4	0	0	0	1
5. The board commits the time to become informed.		4	0	0	0	1
6. Individual board members do not undermine board decisions.		4	0	0	0	1

Roles and responsibilities

7. Board members agree on the role and responsibilities of the board and the superintendent.		3	1	0	0	1
8. Board members follow board agreements regarding speaking for the board.		4	0	0	0	1
9. Board members keep confidential matters confidential.		4	0	0	0	1
10. The board gives direction to the superintendent only at board meetings.		3	1	0	0	1
11. Individual board members do not attempt to direct the superintendent.		3	1	0	0	1

Board culture

12. The board treats the superintendent with respect.		4	0	0	0	1
13. The board manages internal conflicts in a productive manner.		4	0	0	0	1



A strength for most members



A strength for simple majority



Area of growth for simple majority



Area of growth for most members

1. Conditions of Effective Governance

		Number of members responded				
		Almost Always	Often	Less Often	Rarely	Not Sure
14. Board members follow agreements on how they will act towards each other.		4	0	0	0	1
15. Board members treat each other with respect.		4	0	0	0	1
16. Board members demonstrate they understand other perspectives.		4	0	0	0	1
17. Board members usually discuss questions about agenda items with the superintendent prior to the board meeting.		4	0	0	0	1

Board operations

18. The board governs within board-adopted policies, bylaws and protocols to manage board operations.		4	0	0	0	1
19. Board members receive timely information.		4	0	0	0	1
20. Board members receive adequate information.		4	0	0	0	1
21. All board members receive the same information.		2	1	1	0	1
22. Board members follow agreements about how to request clarifying or additional information about agenda items.		4	0	0	0	1
23. Board members follow agreements on how to bring up new ideas.		4	0	0	0	1
24. Board members follow agreements on how concerns from the community will be handled.		3	1	0	0	1

Board meetings

25. The board agrees on the role of the board president in managing board meetings.		4	0	0	0	1
26. Board meeting agendas reflect district priorities.		4	0	0	0	1
27. Board members come to meetings prepared.		4	0	0	0	1



A strength for most members



A strength for simple majority



Area of growth for simple majority



Area of growth for most members

1. Conditions of Effective Governance

		Number of members responded				
		Almost Always	Often	Less Often	Rarely	Not Sure
28. The board effectively uses data in its decision-making.		4	0	0	0	1
29. The board confines its meetings to a reasonable length of time.		4	0	0	0	1
30. There is a good relationship between how long the board spends on an agenda item and the importance of the item.		3	1	0	0	1
31. The board effectively manages community input at board meetings.		4	0	0	0	1

Board development

32. The board agrees on the process for identifying officers.		4	0	0	0	1
33. The board plans for the development and training of the board.		4	0	0	0	1
34. The board effectively orients new members.		3	1	0	0	1
35. The board reviews its governance agreements regularly.		1	3	0	0	1



A strength for most members



A strength for simple majority



Area of growth for simple majority







Area of growth for most members

2. Board Responsibilities





Number of members responded

Almost Always	Often	Less Often	Rarely	Not Sure
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Setting direction

36. The board provides opportunity for community input when developing the district's mission, core beliefs and vision.		3	0	0	0	2
37. The board adopts long-range priorities.		3	1	0	0	1
38. The board uses the district's mission, core beliefs and vision to drive district performance.		4	0	0	0	1
39. The board adopts clear and measurable indicators to assess district performance.		3	1	0	0	1


Structure

40. The board adopts a fiscally responsible budget aligned to the district's vision and goals.		4	0	0	0	1
41. The board regularly monitors the fiscal health of the district.		3	1	0	0	1
42. The board has an effective process to review, revise and adopt policies.		3	1	0	0	1
43. The board establishes priorities for the district's collective bargaining process that support the district vision and goals.		2	2	0	0	1

Support

44. The board demonstrates commitment to district priorities and goals.		4	0	0	0	1
45. The board demonstrates support for the superintendent in carrying out board directives.		4	0	0	0	1
46. The board is represented at key district events.		4	0	0	0	1
47. The board celebrates district accomplishments.		4	0	0	0	1

Accountability

48. The board monitors student progress against established benchmarks.		2	1	1	0	1
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A strength for most members



A strength for simple majority








Area of growth for simple majority








Area of growth for most members

2. Board Responsibilities

		Number of members responded				
		Almost Always	Often	Less Often	Rarely	Not Sure
49. The board monitors progress towards district goals based on established success indicators.		2	2	0	0	1
50. The board monitors the implementation of the adopted budget.		3	1	0	0	1
51. The board monitors the implementation of board policies.		2	2	0	0	1
52. The board evaluates the performance of the board.		3	1	0	0	1
53. The board evaluates the performance of the superintendent based on established expectations.		3	1	0	0	1

Community leadership

54. The board uses cohesive messages to communicate district priorities, goals and needs.		4	0	0	0	1
55. The board provides community leadership on educational issues.		4	0	0	0	1
56. The board pursues partnerships to support district efforts.		3	1	0	0	1
57. The board advocates on behalf of students and public education at the local, state and federal levels.		1	2	0	0	2
58. The board informs the community on district priorities, progress, needs and opportunities for involvement.		2	2	0	0	1



A strength for most members



A strength for simple majority



Area of growth for simple majority



Area of growth for most members



Santa Barbara County Education Office

4400 Cathedral Oaks Road, P.O. Box 6307, Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-4712 • Direct Dial: 964-4710 plus extension

Service and Leadership • www.sbceo.org

July 12, 2016

Ed Cora, Superintendent
Guadalupe Union School District
PO Box 788
Guadalupe, CA 93434-0788

Dear Ed,

California *Education Code* Section 1240 requires that Santa Barbara County Education Office visit schools identified in our county, review information in the areas noted below, and report to you the results of the visits and reviews. As the county superintendent designee, I am pleased to provide the fourth quarterly report for fiscal year 2015-16 as required by *Education Code* section 1240(c)(2)(G) pursuant to the Williams Settlement. This report presents the results of the visits and reviews at the Mary Buren and Kermit McKenzie Junior High Schools for the period of April, May, and June 2016.

The purpose of the visits as specified in California Education Code 1240 was to:

1. Determine if students have "sufficient" standards-aligned instructional materials in four core subject areas (English language arts, mathematics, history/social science and science), including science laboratory equipment in grades 9-12, and, as appropriate, in foreign languages, and health;
2. Determine if there is any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff"; and
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair."

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
2. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

While the Uniform Complaint data are not mandated to be a part of this report to you, they are being included so that you and the citizens of our community will have a complete understanding of the environment in which the schools are functioning.

Before proceeding with the report, let me define some basic terms:

- "Sufficient textbooks or instructional materials" means each pupil, including English language learners, has a standards-aligned textbook, or instructional materials, or both, to use in class, use after class, and to take home.
- A school facility condition that poses an "emergency or urgent threat" is a "condition that poses a threat to the health or safety of pupils or staff while at school."
- "Good Repair" means the school facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in "good repair."

The findings of the visits are summarized in the attached report.

Please extend to your governing board, administration and site staff my appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation.

Sincerely,



Kathy Hollis
Assistant Superintendent

KH/zc

Santa Barbara County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
QUARTERLY REPORT FOR GUADALUPE UNION SCHOOL DISTRICT
2015-16 FISCAL YEAR

This report summarizes the results of the Williams Site Visits and documentation reviews at decile 1, 2, and 3 schools (2012 Base API) for the period of April, May, and June 2016.

INSTRUCTIONAL MATERIALS:

No reviews were conducted during this quarter in this category.

SCHOOL FACILITIES:

No reviews were conducted during this quarter in this category.

TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:

Reported information was submitted to SBCEO and verified that all teachers are appropriately assigned and no vacancies exist.

SCHOOL ACCOUNTABILITY REPORT CARD (SARC):

The 2015-16 School Accountability Report Cards (SARC), 2014-15 school year report, for the following school was reviewed to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including “good repair”:

School	SARC Review Date	Instructional Materials Discrepancies	Facility Conditions Discrepancies
Mary Buren School	7-7-16	None	None
Kermit McKenzie JH	7-7-16	None	None

Santa Barbara County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
QUARTERLY REPORT FOR GUADALUPE UNION SCHOOL DISTRICT
2015-16 FISCAL YEAR

UNIFORM COMPLAINTS (OPTIONAL):

The number of complaints filed within the district during this period, their nature, and resolution are noted below:

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Misassignments or Vacancies	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Fund 01 - General Fund		Fiscal Year 2017 through 07/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
LCFF Revenue Sources	(8010-8099)	12,348,768.00	440,853.00		11,907,915.00	96%
Federal Revenue	(8100-8299)	730,805.00	.00		730,805.00	100%
Other State Revenue	(8300-8599)	517,842.00	227,789.56		290,052.44	56%
Other Local Revenue	(8600-8799)	531,921.00	2,297.30		529,623.70	100%
Total Revenues		14,129,336.00	670,939.86		13,458,396.14	95%
EXPENDITURES						
Certificated Salaries	(1000-1999)	6,490,210.47	85,951.40	6,035,263.37	368,995.70	6%
Classified Salaries	(2000-2999)	2,218,044.88	110,495.48	1,897,281.23	210,268.17	9%
Employee Benefits	(3000-3999)	2,754,215.96	190,933.30	2,500,482.22	62,800.44	2%
Books and Supplies	(4000-4999)	714,306.00	1,182.83	345,165.88	367,957.29	52%
Services & Operating Expenses	(5000-5999)	1,821,301.63	76,637.19	626,131.74	1,118,532.70	61%
Capital Outlay	(6000-6999)	259,913.00	16,374.50	211,636.41	31,902.09	12%
Other Outgo	(7100-7299, 7400-7499)	18,196.00	1,322.32	15,868.00	1,005.68	6%
Transfer of Indirect Costs	(7300-7399)	(41,396.00)	.00	.00	(41,396.00)	100%
Total Expenditures		14,234,791.94	482,897.02	11,631,828.85	2,120,066.07	15%
Operating Surplus/(Deficit)		(105,455.94)	188,042.84	(11,443,786.01)		
OTHER FINANCING SOURCES/USES						
Interfund Transfers Out	(7600-7629)	60,000.00	.00	.00	60,000.00	100%
Contributions	(8980-8999)	.38	.00		0.38	100%
Total Other Financing Sources/Uses		(59,999.62)	.00	.00	(59,999.62)	100%
Net Surplus/(Deficit)		(165,455.56)	188,042.84	(11,443,786.01)		
Beginning Fund Balance		1,392,605.00	1,649,989.33	1,649,989.33		
Net Ending Fund Balance		1,227,149.44	1,838,032.17	(9,793,796.68)		
*** calculated ***						
Components of Ending Fund Balance						
Unassigned/Unappropriated - 9790		1,227,149.44	.00			
Ending Fund Balance		1,227,149.44	.00			

Fund 07 - Tax Rev Anticipation Note Fund		Fiscal Year 2017 through 07/31/2016			
	Budget	Actual	Encumbrance	Balance	Avail
Beginning Fund Balance	.00	.08	.08		
Net Ending Fund Balance	.00	.08	.08		
*** calculated ***					

Fund 13 - Cafeteria Spec Rev Fund		Fiscal Year 2017 through 07/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Federal Revenue	(8100-8299)	1,990,000.00	.00		1,990,000.00	100%
Other State Revenue	(8300-8599)	91,000.00	.00		91,000.00	100%
Other Local Revenue	(8600-8799)	8,500.00	228.08		8,271.92	97%
Total Revenues		2,089,500.00	228.08		2,089,271.92	100%
EXPENDITURES						
Classified Salaries	(2000-2999)	447,138.65	16,623.39	419,445.33	11,069.93	2%
Employee Benefits	(3000-3999)	131,787.31	3,997.96	134,209.49	(6,420.14)	(5)%
Books and Supplies	(4000-4999)	484,900.00	3,221.71	159,504.30	322,173.99	66%
Services & Operating Expenses	(5000-5999)	126,940.00	109.63	69,576.37	57,254.00	45%
Capital Outlay	(6000-6999)	12,006.00	8,180.46	1,132.24	2,693.30	22%
Transfer of Indirect Costs	(7300-7399)	41,396.00	.00	.00	41,396.00	100%
Total Expenditures		1,244,167.96	32,133.15	783,867.73	428,167.08	34%
Operating Surplus/(Deficit)		845,332.04	(31,905.07)	(815,772.80)		
Beginning Fund Balance		150,000.00	181,217.36	181,217.36		
Net Ending Fund Balance		995,332.04	149,312.29	(634,555.44)		
*** calculated ***						
Components of Ending Fund Balance						
Unassigned/Unappropriated - 9790		995,332.04	.00			
Ending Fund Balance		995,332.04	.00			

Fund 14 - Deferred Maintenance Fund		Fiscal Year 2017 through 07/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other Local Revenue	(8600-8799)	800.00	172.59		627.41	78%
Total Revenues		800.00	172.59		627.41	78%
EXPENDITURES						
Services & Operating Expenses	(5000-5999)	292,690.00	35,900.00	221,382.00	35,408.00	12%
Total Expenditures		292,690.00	35,900.00	221,382.00	35,408.00	12%
Operating Surplus/(Deficit)		(291,890.00)	(35,727.41)	(257,109.41)		
OTHER FINANCING SOURCES/USES						
Interfund Transfers In	(8900-8929)	60,000.00	.00		60,000.00	100%
Total Other Financing Sources/Uses		60,000.00	.00		60,000.00	100%
Net Surplus/(Deficit)		(231,890.00)	(35,727.41)	(257,109.41)		
Beginning Fund Balance		70,000.00	105,257.38	105,257.38		
Net Ending Fund Balance		(161,890.00)	69,529.97	(151,852.03)		
*** calculated ***						
Components of Ending Fund Balance						
Unassigned/Unappropriated - 9790		(161,890.00)	.00			
Ending Fund Balance		(161,890.00)	.00			

Fund 25 - Capital Facilities Fund		Fiscal Year 2017 through 07/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other Local Revenue	(8600-8799)	.00	233.86		(233.86)	0%
Total Revenues		.00	233.86		(233.86)	0%
Operating Surplus/(Deficit)		.00	233.86	233.86		
Beginning Fund Balance		130,000.00	160,329.40	160,329.40		
Net Ending Fund Balance		130,000.00	160,563.26	160,563.26		
*** calculated ***						
Components of Ending Fund Balance						
Unassigned/Unappropriated - 9790		130,000.00	.00			
Ending Fund Balance		130,000.00	.00			

Fund 35 - Cnty Schl Facilities Fund 1		Fiscal Year 2017 through 07/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other Local Revenue	(8600-8799)	.00	3,840.92		(3,840.92)	0%
Total Revenues		.00	3,840.92		(3,840.92)	0%
EXPENDITURES						
Services & Operating Expenses	(5000-5999)	18,000.00	.00	5,000.00	13,000.00	72%
Capital Outlay	(6000-6999)	2,550,000.00	.00	.00	2,550,000.00	100%
Total Expenditures		2,568,000.00	.00	5,000.00	2,563,000.00	100%
Operating Surplus/(Deficit)		(2,568,000.00)	3,840.92	(1,159.08)		
Beginning Fund Balance		.00	2,626,780.93	2,626,780.93		
Net Ending Fund Balance		(2,568,000.00)	2,630,621.85	2,625,621.85		
*** calculated ***						
Components of Ending Fund Balance						
Unassigned/Unappropriated - 9790		(2,568,000.00)	.00			
Ending Fund Balance		(2,568,000.00)	.00			

Fund 40 - Spec Resv Cap Outlay Proj 1		Fiscal Year 2017 through 07/31/2016			
		Budget	Actual	Encumbrance	Balance Avail
REVENUES					
Other Local Revenue	(8600-8799)	.00	1,550.35		(1,550.35) 0%
Total Revenues		.00	1,550.35		(1,550.35) 0%
EXPENDITURES					
Capital Outlay	(6000-6999)	.00	20,846.04	83,384.16	(104,230.20) 0%
Total Expenditures		.00	20,846.04	83,384.16	(104,230.20) 0%
Operating Surplus/(Deficit)		.00	(19,295.69)	(102,679.85)	
Beginning Fund Balance		.00	1,013,275.75	1,013,275.75	
Net Ending Fund Balance		.00	993,980.06	910,595.90	
*** calculated ***					

Fund 67 - Self-Insurance Fund 1		Fiscal Year 2017 through 07/31/2016			
	Budget	Actual	Encumbrance	Balance	Avail
Beginning Fund Balance	.00	292,050.32	292,050.32		
Net Ending Fund Balance	.00	292,050.32	292,050.32		
*** calculated ***					

Guadalupe Union ESD

Board Policy

Transportation

BP 3540

Business and Noninstructional Operations

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. The extent to which the district provides for transportation services shall depend upon student and community needs and a continuing assessment of financial resources.

(cf. 3100 - Budget)

(cf. 3250 - Transportation Fees)

(cf. 3541 - Transportation Routes and Services)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5117.1 - Interdistrict Attendance Agreements)

(cf. 5117.2 - Alternative Interdistrict Attendance Program)

The Superintendent or designee shall recommend to the Board the most economical and appropriate means of providing transportation services.

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 5131.1 - Bus Conduct)

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

(cf. 3542 - School Bus Drivers)

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

39800 Powers of governing board to provide transportation for pupils to and from school;
definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

VEHICLE CODE

2807 School bus inspection

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

Policy GUADALUPE UNION SCHOOL DISTRICT

adopted: April 14, 1998 Guadalupe, California

Guadalupe Union ESD

Administrative Regulation

Transportation

AR 3540

Business and Noninstructional Operations

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student. (Education Code 35350)

Means of Transportation

To provide transportation services, the Governing Board may purchase, rent or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 38020, 38021)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 38023- 38024)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 38026-38027)

Regulation GUADALUPE UNION SCHOOL DISTRICT
approved: April 14, 1998 Guadalupe, California

Guadalupe Union ESD

Board Policy

Transportation Routes and Services

BP 3541

Business and Noninstructional Operations

Walking distances to a school or bus stop are:

Grades K-3: three-fourths (3/4) mile

Grades 4-8: one (1) mile

Students who reside beyond walking distance shall be eligible for transportation service to their school of residence.

The Superintendent or designee may authorize transportation within the minimum distance when special problems or hazards exist.

The Superintendent or designee shall design school routes and stops so as to limit the need for red light crossovers.

Legal Reference:

EDUCATION CODE

35350-35351 Authority to transport pupils

39800-39860 Transportation

41850-41854 Allowances for transportation

Policy

adopted: January 9, 1990

GUADALUPE UNION SCHOOL DISTRICT

Guadalupe, California

Guadalupe Union ESD

Administrative Regulation

Transportation Routes And Services

AR 3541

Business and Noninstructional Operations

Routes and Bus Stops

The Superintendent or designee shall design transportation routes and stops to promote the safety of students and maximum efficiency in the use of buses.

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below:

Grades K-3: three-fourths mile

Grades 4-8: one mile

The Superintendent or designee may authorize transportation within the walking distance when safety problems or hazards exist.

Students who attend a school outside their attendance area may be eligible for transportation services in accordance with Board policy.

(cf. 5116.1- Intradistrict Open Enrollment)

(cf. 5117.1 - Interdistrict Attendance Agreements)

(cf. 5117.2 - Alternative Interdistrict Attendance Program)

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules and stops and/or shall arrange for local media to publish such information.

(cf. 1112 - Media Relations)

Transportation Services

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)

2. Field trips and excursions (Education Code 35330)

(cf. 3541.1 - Transportation for School-Related Trips)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)
4. District employees and parents/guardians traveling to and from educational activities authorized by the district (Education Code 39837.5)
5. Nonschool purposes as allowed by law, such as:
 - a. Community recreation (Education Code 39835)
 - b. Public transportation (Education Code 39841)

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4)

(cf. 3541.2 - Transportation for Students with Disabilities)

The Superintendent or designee shall provide transportation to homeless children in accordance with law, Board policy and administrative regulation.

(cf. 6173 - Education for Homeless Children)

Legal Reference:

EDUCATION CODE

10900.5 Use of school buses for community recreation

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39809.5 Transportation, general provisions, especially:

39800 Powers of governing board to provide transportation to and from school

39801.5 Transportation for adults

39808 Transportation for private school students

39830-39842 School buses, especially:

39835 Use of school buses for community recreation

39837 Transportation to summer employment program

39837.5 Transportation of employees and parents/guardians to school activities

39860 Transportation to school activities

41850-41856 Allowances for transportation

41860-41863 Supplementary allowances for transportation

CODE OF REGULATIONS, TITLE 5

15240-15244 Allowances for student transportation

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 42

11432 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 34

104.4 Equal opportunity under the Rehabilitation Act of 1973, Section 504

Management Resources:

WEB SITES

California Department of Education, Office of School Transportation:

<http://www.cde.ca.gov/bus/index.html>

Pupil Transportation Safety Institute: <http://www.ptsj.org>

Regulation GUADALUPE UNION SCHOOL DISTRICT

approved: January 13, 2005 Guadalupe, California