



LAGUNA BEACH
UNIFIED SCHOOL DISTRICT

**Regular Meeting
of the
Board of Education**

AGENDA

November 14, 2017

ADMINISTRATION

Jason Vilorio, Ed.D., Superintendent of Schools
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Jeff Dixon, Assistant Superintendent, Business Services
Leisa Winston, Assistant Superintendent, Human Resources and
Public Communications

BOARD OF EDUCATION

Jan Vickers, President
Dee Perry, Clerk
Ketta Brown, Member
Carol Normandin, Member
Peggy Wolff, Member

For information regarding Laguna Beach Unified School District, please visit our website: www.lbusd.org

**LAGUNA BEACH UNIFIED SCHOOL DISTRICT
REGULAR MEETING**

550 Blumont
Laguna Beach, CA 92651

November 14, 2017

**4:45 P.M.
CLOSED SESSION**

**5:15 P.M.
STUDY SESSION: FACILITIES**

**6:00 P.M.
OPEN SESSION**

AGENDA

RECORDING OF SCHOOL BOARD MEETINGS
Open Session School Board Meetings will be video recorded.

- 1. CALL TO ORDER**
- 2. ROLL CALL TO ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
 - A. STUDENT DISCIPLINE**
(Government Code §35146, §48912, §48918, and §49070)
 - B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
(Government Code §54957)
 - C. CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION**
(Govt. Code § 54956.9(d)(1))
(*Student DOE v. Laguna Beach Unified School District*, OC Superior Court Case No. 30-2017-00917965-CU-WM-CJC)
 - D. PUBLIC EMPLOYMENT**
(Government Code §54957)
Contracts
Assistant Superintendent, Business Services
Assistant Superintendent, Human Resources/Public Communications
Assistant Superintendent, Instructional Services
- 5. CALL TO ORDER**
- 6. REPORT ON CLOSED SESSION ACTION**
- 7. ADOPTION OF AGENDA**

8. STUDY SESSION: FACILITIES

– Jeff Dixon., Assistant Superintendent, Business Services

– Ryan Zajda, Director, Facilities

Staff will present information and provide an interactive opportunity for in-depth discussion related to the planning of upcoming facility projects and potential master plan updates for the 10-year Facilities Master Plan.

9. PLEDGE OF ALLEGIANCE

10. RECOGNITIONS

- a. Student Participants - 19th Annual Laguna Plein Air Painting Invitational

11. PUBLIC COMMENT (Non- Agenda Items)

Opportunities for public input occur at each agenda item and at Public Comment.

Members of the public may address the Board of Education regarding items not on the agenda, yet within the Board's subject matter jurisdiction, during Public Comment. The public may speak about items that are on the agenda during consideration of that item. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic.

Persons wishing to address the Board are asked to complete and submit a public comment card, available on the information table. Matters not on the agenda cannot be acted upon or discussed by the Board. The Board may ask staff to research and respond accordingly.

12. REPORTS

- *Student Board Representative(s)*
- *LaBUFA Representative*
- *CSEA Representative*
- *Organizations – Boosters, PTA, SchoolPower*
- *Board Members*
- *Superintendent*
- *Cabinet Members*

13. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered by the Board to be routine and will be enacted by the Board in one motion as listed below. The Superintendent and the Staff recommend approval and or ratification of all Consent Calendar items. Any item may be removed from the Consent Calendar at the request of a Board member and acted on separately.

- a. Approval of Minutes – October 23, 2017
- b. Approval/Ratification of Personnel Report
- c. Approval/Ratification of Conference/Workshop Attendance
- d. Approval of Field Trips
- e. Approval of Acceptance of Gifts – Checks Totaling \$1,000 and In-Kind Donation
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #391883 through #392150 in the amount of \$1,475,640.14 Dates: 10/16/2017 through 11/03/2017

- i. Approval/Ratification of Certificated Payroll 4A in the Amount of \$2,242,069.68
Approval/Ratification of Classified Payroll 4B in the Amount of \$770,510.83
- j. Approval of Quarterly Report – Board Policy 3002 – Investments
- k. Approval of Establishment of Annual Organizational Meeting
- l. Approval for Continuation of the Memorandum of Understanding (MOU) with Orange County Department of Education (OCDE) for the Teacher Induction Program for the 2017-2018 School Year in the estimated amount of \$12,037

INFORMATION ITEMS

14. ALTERNATIVE PROGRAM UPDATE

– **Jason Vilorio, Ed.D., Superintendent**

Staff will present an update to the Board of Education on the alternative programs in LBUSD.

15. SPECIAL EDUCATION PROGRAM UPDATE

– **Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services**

– **Irene White, Director, Special Education**

Staff will present a Special Education update to include District facts, site highlights and department goals.

16. PRESENTATION OF THE LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP) PROGRESS AND STAKEHOLDER ENGAGEMENT

– **Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services**

Staff will present an update to the Board of Education to share the progress and the stakeholder involvement in the preparation of the 2017-18 LCAP.

17. REPORT ON DEVELOPER FEES

– **Jeff Dixon, Assistant Superintendent, Business Services**

Developer fees are required to be deposited in a separate capital facilities account or fund, which for school agencies is the Capital Facilities Fund (Fund 25), so that the collection and use of developer fees is accounted for separately from the rest of the agency's activities. Any interest earned on those funds must be credited to the same fund and must be used for the same purpose as the fees collected.

ACTION ITEMS

18. APPROVAL OF THE APPOINTMENT OF TWO BOARD REPRESENTATIVES AND ONE ALTERNATE REPRESENTATIVE TO COLLEGE AND CAREER ADVANTAGE BOARD

– **Jason Vilorio, Ed.D., Superintendent**

The Board of Education shall select and appoint two Board members and one alternate for the College and Career Advantage Board.

19. APPROVAL OF PERSONNEL REIMBURSEMENT AGREEMENT BETWEEN THE CAPISTRANO UNIFIED SCHOOL DISTRICT AND LAGUNA BEACH UNIFIED SCHOOL DISTRICT AT AN ESTIMATED COST OF \$3,758 PER PUPIL

– **Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services**

Staff recommends the Board of Education approve the Personnel Reimbursement Agreement between the Capistrano Unified School District and the Laguna Beach Unified School District.

- 20. APPROVAL OF CONSULTING AGREEMENT WITH INFINITY COMMUNICATIONS AND CONSULTING FOR SERVICES RELATED TO ERATE REIMBURSEMENTS AT A COST NOT-TO-EXCEED \$7,650**
– Jason Vilorio, Ed.D., Superintendent
– Mike Morrison, Chief Technology Officer
Staff proposes the Board of Education approve a three-year agreement to initiate work with Infinity Communications and Consulting for the 2017-18 school year to assist with the federal E-rate regulations and E-rate reimbursements.
- 21. APPROVAL OF CONTRACT SERVICES AGREEMENT WITH MIKE LAWRENCE FOR SERVICES RELATED TO ROCKET READY FOR 2017-18 SCHOOL YEAR AT A COST NOT-TO-EXCEED \$5,000**
– Jason Vilorio, Ed.D., Superintendent
– Mike Morrison, Chief Technology Officer
Staff proposes the Board of Education approve the contract services agreement to initiate work with Mike Lawrence for the 2017-18 school year to work on Rocket Ready with teachers and technology services staff and report to the Superintendent.
- 22. APPROVAL OF CONTRACT FOR GRADESLAM**
– Jason Vilorio, Ed.D., Superintendent
– Mike Morrison, Chief Technology Officer
Staff proposes the Board of Education approve a one-year contract with GradeSlam to provide a pilot of the online chat-based tutoring services and actionable insights for LBUSD students in grades 6-12.
- 23. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH CATLIN TUCKER FOR CONSULTING FEES FOR THE 2017-18 SCHOOL YEAR IN AN AMOUNT NOT-TO-EXCEED \$3,800**
– Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services for the 2017-18 school year by Catlin Tucker, a Google Certified Innovator, bestselling author, international trainer, and frequent Edtech speaker. Ms. Tucker will present to secondary ELA teachers.
- 24. APPROVAL OF BOARD POLICIES – SECOND READING**
– Jason Vilorio, Ed.D., Superintendent
On October 6, 2017, the Board of Education held a special meeting to review and discuss 28 Board policies. On October 23, 2017, the Superintendent presented the same policies to the Board of Education for a first reading. The policies are presented for a second reading and approval of new and updated policies, as well as deleting policies as noted.
- 25. APPROVAL OF EMPLOYMENT CONTRACTS FOR ASSISTANT SUPERINTENDENT, BUSINESS SERVICES, ASSISTANT SUPERINTENDENT, HUMAN RESOURCES AND PUBLIC COMMUNICATIONS, AND ASSISTANT SUPERINTENDENT, INSTRUCTIONAL SERVICES**
– Jason Vilorio, Ed.D., Superintendent
Staff proposes the Board of Education approve the employment contracts for the LBUSD Assistant Superintendents of Business Services, Human Resources and Public Communications, and, Instructional Services, are presented to the Board of Education for review and approval. The term of the contracts is to be through June 30, 2020.

26. BOARD MEMBER REQUESTS: ITEMS FOR FUTURE MEETINGS, REQUESTS FOR INFORMATION, OR GENERAL COMMENTS

– Jan Vickers, President, Board of Education

27. ADJOURNMENT

– Jan Vickers, President, Board of Education

The next Regular Meeting of the Board of Education is **Tuesday, December 12, 2017, 6:00 PM**
at the Laguna Beach Unified School District Office Board Room
550 Blumont St., Laguna Beach, California

For information regarding Laguna Beach Unified School District, please visit our website: www.lbusd.org

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS PRESENT AT THIS MEETING

We are pleased you have joined us for this meeting. Community interest in our schools is welcome and valued.

The members of the LBUSD Board of Education are locally elected officials, serve four-year terms of office, and are responsible for the schools' educational programs, grades kindergarten through twelve. The Board is a policy-making body whose actions are guided by the District's vision, mission, and goals. Administration of the District is delegated to a professional administrative staff led by the Superintendent. Board members are required to conduct the programs of the schools in accordance with the Constitution of the State of California, the California Education Code, and other laws relating to schools enacted by the Legislature, in addition to policies and procedures adopted by the Board of Education.

Materials that are public records related to open session agenda items are occasionally distributed to Board members after the agenda has been posted. These materials will be available for public inspection in the Office of the Superintendent between the hours of 7:30 a.m. and 4:30 p.m.

WHAT TO DO IF YOU WISH TO ADDRESS THE BOARD OF TRUSTEES

ITEMS ON THE AGENDA: Members of the public may address the Board of Education on agenda items during consideration of that item. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic, unless the time limit is waived by a majority of the Board.

Persons wishing to address the Board are asked to complete and submit a public comment card, available on the information table.

PUBLIC COMMENT (Non-Agenda Items): Members of the public may address the Board of Education regarding items not on the agenda, yet within the Board's subject matter jurisdiction during public comment. Speaking time is limited to three (3) minutes per speaker with a maximum of twenty (20) minutes per topic, unless the time limit waived by a majority of the Board. Legally, the Board cannot take action on topics raised by speakers and discussion may not be held by the Board. The Board may ask staff to research and respond accordingly.

REASONABLE ACCOMMODATION

In accordance with the Americans with Disability Act, members of the public who require disability accommodation to participate in the meeting should contact the Office of the Superintendent in writing by noon on the Friday before the scheduled meeting.

Laguna Beach Unified School District

8. STUDY SESSION

November 14, 2017

Facilities Study Session and Update

Proposal

Staff will present information and provide an interactive opportunity for in-depth discussion related to the planning of upcoming facility projects and potential master plan updates for the 10-year Facilities Master Plan.

Background

Staff will provide a brief overview of major projects completed, or that will soon be completed. In addition, staff will solicit feedback related to planned projects and potential projects that may be added or modified in the current facilities master plan:

1. Review current conceptual drawing for new restroom/storage building at LBHS stadium.
2. Review feasibility study related to the addition of handrails at the home bleachers for LBHS stadium.
3. Provide current demographic data and trend analysis.

Budget Impact

There is no budget impact for this report.

Recommended Action

No action is required.

Laguna Beach Unified School District

13.a. CONSENT/ACTION

November 14, 2017

Approval/Ratification: Minutes – October 23, 2017

Board of Education Minutes of Regular Meeting October 23, 2017

Call to Order

The Regular Meeting of the Board of Education was called to order by President Vickers at 5:30 p.m., at the Central Offices for Laguna Beach Unified, 550 Blumont, Laguna Beach, California.

Roll Call to Establish Quorum

Quorum was established.

Members Present: Jan Vickers
Dee Perry
Ketta Brown
Carol Normandin – arrived at 5:33 p.m.
Peggy Wolff

Public Comment on Closed Session Items

None.

Adjourn to Closed Session

Member Brown moved adjournment to Closed Session. Member Wolff seconded. Motion carried 4-0-1. Members Vickers, Perry, Brown, and Wolff voted yes. Member Normandin had not yet arrived. The following topics were discussed.

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Government Code §54957)

B. CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION
(Govt. Code § 54956.9(d)(1))
(*Student DOE v. Laguna Beach Unified School District*, OC Superior Court Case No. 30-2017-00917965-CU-WM-CJC)

Member Brown moved to adjourn from Closed Session. Member Normandin seconded. Motion carried 5-0. Members Vickers, Perry, Brown, Normandin and Wolff voted yes. Closed Session adjourned at 5:55 p.m.

Present at Board Meeting

Members Present: Jan Vickers
Ketta Brown
Carol Normandin
Dee Perry
Peggy Wolff

Employee Group
Representatives: Mindy Hawkins, President, LaBUFA
Margaret Warder, President, CSEA

Staff: Jason Vilorio, Ed.D., Superintendent
Leisa Winston, Assistant Superintendent, Human Resources/Public
Communications
Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services
Jeff Dixon, Assistant Superintendent, Business Services
Victoria Webber, Executive Assistant
Mike Morrison, Chief Technology Officer
Amy Kernan, Director, Assessment & Accountability
Irene White, Director, Special Education
Michael Keller, Ed.D., Director, Social Emotional Supports
Ryan Zajda, Director, Facilities
Anakaren Ureno, Public Relations Liaison
Chris Duddy, Principal, El Morro Elementary
Mike Conlon, Principal, Top of the World Elementary
Jenny Salberg, Principal, Thurston Middle School
Jason Allemann, Ed.D., Principal, Laguna Beach High School
Lance Neal, Athletic Director

Open Session

President Vickers called the meeting to order at 6:00 p.m.

Pledge of Allegiance

President Vickers led the Board, staff, and members of the audience in reciting The Pledge of Allegiance to the Flag of the United States of America.

Report of Closed Session Action

There was no report out of Closed Session.

Adoption of Agenda

Public Comment: None

Member Brown moved adoption of the agenda. Member Normandin seconded.

Discussion:

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin and Wolff voted yes to adopt the agenda.

Recognitions

None.

Public Comment (Non- Agenda Items)

None.

Reports

Student Representative(s) – Piper Warner

- Reported on:
 - Spirit week
 - Homecoming
 - Student attendance at Irvine USD meeting to providing information on student participation in smoking ordinance in Laguna Beach
 - Pinkout at high school
 - Boo Blast at El Morro
 - Night of the Living Dead drama production
 - Fall athletics – all teams doing very well

LaBUFA Representative – Mindy Hawkins, LaBUFA President

- New evaluation process for teachers
 - Commented on goals aligning with district goals

CSEA Representative – Margaret Warder, CSEA President

- Site representatives have begun meeting with their site principal on a monthly basis
- Site representatives are attending training at Orange field office
- Boo Grams will be on sale through Halloween
- Negotiations date set for November 15

Board Members

Board members reported as follows:

Member Wolff

- Attended the Calendar Committee meeting

Member Normandin

- No report

Member Brown

- Attended SchoolPower Endowment meeting

Clerk Perry

- No report

President Vickers

- College and Career Advantage meeting was cancelled

Superintendent Vilorio

- Attended a conference this weekend
- Deputy of Public Instruction presented on LCAP and LCFF
- Thanked PTA for Coffee Talk
- Thanked SchoolPower for Dodgeball competition
- Social Emotional Support (SES) Stakeholder Engagement Meeting this week

Cabinet

Leisa Winston, Assistant Superintendent, Human Resources and Public Communications

- Teacher of the Year Dinner Tuesday, October 24 – honoring Halle Davidson
- Evaluation Committee meets this week

Jeff Dixon, Assistant Superintendent, Business Services

- Laguna Beach City Council will discuss Top of the World discuss park renovations at their October 24 Council meeting
 - The District wrote a joint letter of support with TOW regarding removal of decayed trees

Alysia Odipo, Ed.D., Assistant Superintendent, Instructional Services

- UCI History Project trainings complete
- Elementary PLC visits have been completed with Dr. Keller
- Pathways work for Next Generation Science Standards

Principal Report – Jenny Salberg, Thurston Middle School

- Thurston's School Theme this year is BE Thurston. Principal Salberg presented on Thurston's strengths and focus as they align with the District goals
 - Every Student Every Day
 - Focus on Digital Citizenship
 - Continuous Improvement
 - 2nd Year Focus on Listening and Speaking
 - Building Relationships
 - Focus on Resilience
 - Mindful Mondays
 - No Place for Hate
 - Career Talks & Passion Projects
 - TMS Talks
 - Student Support Specialist

CONSENT CALENDAR

Public Comment: None

President Vickers pulled item a.i. to be voted on separately.

Member Brown moved approval of Consent Calendar items a.ii. – i. Member Normandin seconded.

- a. Approval of Minutes
 - ~~i. October 6, 2017 Special Meeting~~
 - ii. October 10, 2017 Regular Meeting
- b. Approval/Ratification of Personnel Report
- c. Approval of Student Field Trip(s)
- d. Approval of Conference/Workshop Attendance
- e. Approval of Gifts - Checks Totaling \$2,500.00
- f. Approval of Agreements for Contracted Services – Special Education
- g. Approval of Agreements for Contracted Services – Technology
- h. Approval/Ratification of Warrants #391722 through #391882 in the amount of \$3884,504.85 Dates: 10/2/2017 through 10/13/2017
- i. Approval/Ratification of Certificated Payroll 3A in the Amount of \$2,383,226.14
Approval/Ratification of Classified Payroll 3B in the Amount of \$685,647.39
Approval/Ratification of Classified Payroll 3C in the Amount of \$3,420.00

Comments: Member Normandin appreciates staff attending workshops and conferences.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Member Brown moved approval of Consent Calendar items a.i. Member Normandin seconded.

Motion carried 4-0-1. Members Vickers, Brown, Normandin, and Wolff voted yes. Member Perry abstained.

INFORMATION ITEMS

Technology Update

Mr. Morrison thanked the members of technology services for their hard work and dedication to the students and staff of LBUSD.

Mr. Morrison shared information on the following topics within the technology department and district-wide:

- Infrastructure
- Support
- 4CLE
- Training/Needs
- Data/Applications
- Rocket Ready

Board member asked questions regarding the technology TOSA, technology leads, reaching the percentage of teachers that are apprehensive or reluctant to use technology in their classrooms, and the care and return of Chromebooks.

First Quarter Report of Uniform Complaints for the Williams Case Settlement

Mrs. Winston stated there are no uniform complaints for the first quarter.

Monthly Financial Update – September 2017

Mr. Dixon presented the monthly financial update for September 2017. Board Member Perry asked a question regarding the benefit of medical billing.

ACTION ITEMS

Approval of First Reading of Board Policies

Dr. Vilorio stated all Board policies were reviewed by the Board on October 6 at a special meeting. All 28 policies that were previously reviewed are brought to the Board for a first reading.

Public Comment: None

Board Member Perry asked clarifying questions on policy 3541.2 and 5112.

Member Normandin moved approval of the first reading and scheduling of the second reading and approval. Member Brown seconded.

	Policy/Bylaw	Title	Comment
1.	1312.3	Uniform Complaint Procedures	Update current policy.
2.	3230	Federal Grant Fund	New Policy for LBUSD.
3.	3312	Contracts	New Policy for LBUSD.
4.	3513.3	Tobacco-Free Schools	Update current policy.
5.	3516	Emergency Plans	New Policy for LBUSD.
6.	3541.2	Transportation for Students with Disabilities	New Policy for LBUSD.
7.	3554	Other Food Sales	New Policy for LBUSD.
8.	4030	Nondiscrimination in Employment	Update current policy.
9.	4119.11/4219.11/4319.11	Sexual Harassment	Update current policy.
10.	5020	Parent Rights and Responsibilities	New Policy for LBUSD. Delete BP 5020: Hazing
11.	5113	Absences and Excuses	New Policy for LBUSD.

12.	5121	Grades/Evaluation of Student Achievement	New Policy for LBUSD. Delete BP 6011: Evaluation of Pupil Achievement and Appeal of Final Grades
13.	5131.1	Bus Conduct	New Policy to align with CSBA numbering system. Delete 5018: Bus Conduct
14.	5131.7	Weapons and Dangerous Instruments	New Policy for LBUSD.
15.	5131.9	Academic Honesty	New Policy to align with CSBA numbering system. Delete 5038: Academic Honesty
16.	5141.3	Health Examinations	New Policy to align with CSBA numbering system. Delete 5006: Health Examinations
17.	5145.2	Freedom of Speech	New Policy for LBUSD.
18.	5145.7	Sexual Harassment	New Policy for LBUSD.
19.	6143	Course of Study	New Policy for LBUSD.
20.	6159	Individuals with Exceptional Needs	New Policy to align with CSBA numbering system. Delete 6020: Individuals with Exceptional Needs
21.	6159.1	Procedural Safeguards and Complaints for Special Education	New Policy for LBUSD.
22.	6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education	New Policy for LBUSD.

23.	6159.3	Appointment of Surrogate Parent for Special Education Students	New Policy for LBUSD.
24.	6164.4	Identification and Evaluation of Individuals for Special Education	New Policy for LBUSD.
25.	6164.6	Identification and Education Under Section 504	New Policy for LBUSD.
26.	6179	Supplemental Instruction	New Policy for LBUSD.
27.	6200	Adult Education	New Policy for LBUSD.
28.	9323	Meeting Conduct	Update current policy.

Discussion: None.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Approval of Change Order Number 1 in the Amount of \$14,451.00 to Best Contracting Services for LBUSD Roofing Replacements at Various Sites

Mr. Dixon stated the increase corresponds to projects at Thurston Middle School and El Morro Elementary School.

Public Comment: None

Member Normandin moved approval. Member Brown seconded.

Discussion: None

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Approval to File a Notice of Completion for Best Contracting Services for LBUSD Roofing Replacements at Various Sites

Mr. Dixon introduced the item. The roofing projects are complete.

Public Comment: None

Member Brown moved approval. Member Normandin seconded.

Discussion: None

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Approval to Award a Contract for Architectural Services to Ruhnau Clarke Architects for LBHS Stadium Restroom and Storage Building, LBHS Main Office Renovation, LBHS Main Quad Modernization, and the Preparation of Updated Site Plans for Districtwide School Sites at a Cost Not-to-Exceed \$138,000

Mr. Dixon introduced the item. The project includes a schematic design to provide better work flow in the main office of the high school, a master plan for the quad area, design of the stadium restroom and storage building and districtwide school site plans for all sites.

Public Comment: None

Board member asked clarifying questions on the scope of the project.

Member Normandin moved approval. Member Brown seconded.

Discussion: None

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Approval to Retain Southwest Testing and Inspection to Perform Geotechnical Services for the LBHS Stadium Restroom and Storage Building Project

Mr. Dixon introduced the item and stated the scope of work includes testing the slope.

Public Comment: None

Member Normandin moved approval. Member Brown seconded.

Discussion: None

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

Board Member Requests: Items for Future Meetings, Requests for Information, or General Comments

Member Normandin attended the National Women's Conference in Washington D.C. Senator Warren spoke and presented three key topics that affect all organizations: 1) Scheduling employees; 2) Affordable child care; and, 3) Educating children at a younger age.

Clerk Perry attended Coffee Talk and appreciated the topic of handling stress and anxiety in children. She provided information on the new art exhibit at the Laguna Art Museum: Pacific Standard Time LA – LA. This statewide theme is at museums across the state. The Laguna Art Museum is hosting the "California Mexicana" exhibit, which closes in January, and it perfectly correlates with 4th grade History/Social Science.

President Vickers commented that PTAs are providing more information in their newsletters. Dr. Keller attended the Thurston PTA meeting and shared information on the Social Emotional program. She attended the SchoolPower Dodgeball tournament.

Adjournment

Member Brown moved to adjourn. Member Normandin seconded.

President Vickers announced the next regular meeting is Tuesday, November 14, 2017.

Motion carried 5-0. Members Vickers, Perry, Brown, Normandin, and Wolff voted yes.

The meeting adjourned at 7:35 p.m.

Dee Perry
Clerk of the Board
November 14, 2017

Laguna Beach Unified School District

13.b. CONSENT/ACTION

November 14, 2017

Approval/Ratification: Personnel Report

Proposal

Staff proposes the Board of Education approve the Personnel Report, including various actions that are required to meet the needs of the District.

Background

It is necessary to process various personnel actions to meet staffing and operational needs. Compensation to personnel is within budgeted amounts in accordance with Board of Education policy.

Budget Impact

Expenditures are within budgeted appropriations as indicated.

Recommended Action

Staff recommends the Board of Education approve/ratify the Personnel Report and direct the Superintendent to authorize the actions requested in the report.

PERSONNEL REPORT

November 14, 2017

I. RESIGNATIONS/RETIREMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Kristina Dodele PC04SE0105	Instructional Assistant, Special Education Laguna Beach High School	October 31, 2017
Yvette Kelly PC05SP0401	Coordinator, Student Activities & Community Service Laguna Beach High School	October 23, 2017
Elizabeth Wilkins PC07FS0501	Nutrition Services Assistant El Morro Elementary	October 16, 2017

II. EMPLOYMENT:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
None		

III. EMPLOYMENT: Extra Period Assignments 2017/18 School Year

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Alexis Karol	20% Extra Period Assignment - Drama Laguna Beach High School General Fund 0105011012-1180 Extra Duty Assignment Step 04: \$17,911.63 annually	September 1, 2017 to June 21, 2018

IV. EMPLOYMENT: Short Term Assignments - Extra Duty

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Mary Blanton	ELD Back to School Night Prep El Morro Elementary General Fund 0107013040-1130 \$40.17 per hour NTE: 3 hours	September 11, 2017 to September 14, 2017
Anastasia Booher	After School Homework Club Thurston Middle School General Fund 0106311008-2150 \$27.56 per hour NTE: 70 hours	September 11, 2017 to June 30, 2018
Anastasia Booher	Lead Instructional Assistant, Special Education Thurston Middle School Special Ed Fund 0104612310-2115 \$27.56 per hour NTE: 30 hours	October 9, 2017 to June 21, 2018
Connie Byrnes	Attendance Specialist Laguna Beach High School General Fund 0105091012-2490 Short Term Assignment Range: 30 Step: A \$22.92 per hour 3.5 hours per day/5 days per week/NTE: 51 days Reason: Assist Attendance Office	October 23, 2017 to January 12, 2018
Christina Carrillo	Adult Ed Program administration, promotion, planning District Office General Fund 1119014680-1130 \$40.17 per hour NTE: 216 hours	October 1, 2017 to June 30, 2018

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (cont'd)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Tami Cloward	After School Program - Cooking Club El Morro Elementary 0107015600-2145 NTE: 8 hours	September 27, 2017 to October 18, 2017
Ian Corso	SSC Meetings El Morro Elementary 0107011005-1130 NTE: 10 hours	September 1, 2017 to June 21, 2018
Jeff Dippel	Adult Ed ESL Planning and Prep Thurston Middle School 1119014680-1130 NTE: 72 hours	October 1, 2017 to June 30, 2018
Jayne Greenwalt	After School Homework Club Thurston Middle School 0106311008-2150 NTE: 70 hours	September 11, 2017 to June 30, 2018
Alison Hubert	Classified Tech Team Top of the World Elementary 0113457175-2290 NTE: 46 hours	September 5, 2017 to June 21, 2018
Marianne Lawson	MTSS Meetings El Morro Elementary 0107111005-1280 NTE: 10 hours	September 1, 2017 to June 21, 2018
Van Le	Classified Tech Team El Morro Elementary 0113457175-2290 NTE: 46 hours	September 5, 2017 to June 21, 2018
Iris Pena-Tanner	SSC Meetings El Morro Elementary 0107011005-1130 NTE: 10 hours	September 1, 2017 to June 21, 2018
See Employee List	"Appy" Hour Wonders Training El Morro Elementary 0113017175-1130 NTE: 1 hour Employees: Kim Adams, Mary Blanton, Nedah Emami, Debbie Finnerty, Lori Levine, Tami Mays, Triana Ramazan, Gretchen Sjule, Melinda Vogel, Christine Wagner	October 18, 2017

IV. EMPLOYMENT: Short Term Assignments - Extra Duty (cont'd)

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
See Employee List	Certificated Tech Leads Districtwide 0113057175-1360 General Fund \$40.17 per hour NTE: 46 hours each Employees: Carrie Denton, Megan Matthias, Parta Perkins, Nicole Stewart, Shannon Velotta	September 5, 2017 to June 21, 2018
See Employee List	CPR Training Districtwide 0110035380-1130 General Fund \$40.17 per hour NTE: 3.25 hours each Employees: Teryl Campbell, Halle Davidson, Ermei Fan, Jolene Hamilton, Jamie Jameson, Melinda Vogel, Julie Yaccino	September 16, 2017 to October 7, 2017

V. EMPLOYMENT: Short Term Assignments - Performing Arts

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
David Slaney	Guest Dance Instructor Laguna Beach High School 0102315890-2140 PA Funds \$27.56 per hour NTE: 27.21 hours	September 1, 2017 to June 21, 2018

VI. EMPLOYMENT: Short Term Assignments - Performing Arts/Booster Funds

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
Michael Irish	Guest Choreographer Laguna Beach High School 0105015315-2140 PA Funds \$27.56 per hour NTE: 55 hours	October 12, 2017 to October 19, 2017

VII. EMPLOYMENT: Short Term Assignments - ASB Funds

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective Date:</u>
None		

VIII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/General Fund

Work Site: Laguna Beach High School
General Fund Account: 0105311075-1185/2140

Fall Sports Calendar 2017/18:

In-Season: August 7 - November 3, 2017
CIF Playoff: November 6 - December 4, 2017

Winter Sports Calendar 2017/18:

In-Season: November 6 - February 9, 2018
CIF Playoff: February 12 to March 2, 2018

Spring Sports Calendar 2017/18:

In-Season: February 12 - May 11, 2018
CIF Playoff: May 14 to June 4, 2018

VIII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/General Fund (cont'd)

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

Beach Volleyball - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Darren Utterback	Head Coach, In Season	\$3,216.78
Everett Blanton	Assistant Coach, In Season	\$2,055.74

Cheer

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Mike Burns	Head Coach	\$6,637.04
Stacy Johnson	Assistant Coach	\$3,265.00

Cross Country - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Scott Wittkop	Head Coach, In Season	\$6,534.00
Riley Martin	Assistant Coach, In Season	\$3,265.00
Fred Pichay	Assistant Coach, In Season	\$3,265.00

Cross Country - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Steve Lalim	Head Coach, In Season	\$6,534.00
Dana Crawley	Assistant Coach, In Season	\$1,716.78
Ethan Damato	Assistant Coach, In Season	\$1,500.00
Tommy Newton-Neal	Assistant Coach, In Season	\$3,265.00

Football

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
John Shanahan	Head Coach, In Season	\$4,837.04
Nate Ball	Assistant Coach, In Season	\$1,632.50
Brian Bishop	Assistant Coach, In Season	\$3,265.00
Hunter Braun	Assistant Coach, In Season	\$3,265.00
Mark Harris	Assistant Coach, In Season	\$3,265.00
Alex Hutchinson	Assistant Coach, In Season	\$3,265.00
Mika Inoue	Assistant Coach, In Season	\$1,632.50
Joey Luna	Assistant Coach, In Season	\$3,265.00
Paige Nobles	Assistant Coach, In Season	\$3,265.00
Tarquin Stevenson	Assistant Coach, In Season	\$3,265.00

Golf - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Jon Hendrickson	Head Coach, In Season	\$6,288.15
Sean Quigley	Assistant Coach, In Season	\$3,265.00
Lori Hathaway	Assistant Coach, In Season	\$3,265.00

Surf - Coed

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Scott Finn	Head Coach, In Season	\$6,530.01
Alisa Cairns	Assistant Coach, In Season	\$3,265.00

VIII. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/General Fund (cont'd)

Work Site: Laguna Beach High School

General Fund Account: 0105311075-1185/2140

Tennis - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Rick Conkey	Head Coach, In Season	\$4,837.04
Nick Radisay	Assistant Coach, In Season	\$3,265.00
Annabelle Burns	Assistant Coach, In Season	\$3,265.00

Volleyball - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Shawn Patchell	Head Coach, In Season	\$4,837.04
Mitzi Kincaid	Assistant Coach, In Season	\$3,265.00
Ryan Murphy	Assistant Coach, In Season	\$3,265.00
Traci Weamer	Assistant Coach, In Season	\$3,265.00

Waterpolo - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Trevor Lyle	Head Coach, In Season	\$4,837.04
Cara Borkovec	Assistant Coach, In Season	\$3,265.00
Ethan Damato	Assistant Coach, In Season	\$3,265.00
Nathan McConnell	Assistant Coach, In Season	\$3,265.00

IX. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/Booster Funded

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

Fall Sports Calendar 2017/18:

In-Season: August 7 - November 3, 2017
CIF Playoff: November 6 - December 4, 2017

Winter Sports Calendar 2017/18:

In-Season: November 6 - February 9, 2018
CIF Playoff: February 12 to March 2, 2018

Spring Sports Calendar 2017/18:

In-Season: February 12 - May 11, 2018
CIF Playoff: May 14 to June 4, 2018

Baseball

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Jeff Sears	Head Coach, Preseason	\$4,000.00
Austin Paxson	Assistant Coach, Preseason	\$1,500.00

Basketball - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Bret Fleming	Head Coach, Preseason	\$5,562.60
Jim Garvey	Assistant Coach, Preseason	\$2,000.00
Darren Richardson	Assistant Coach, Preseason	\$1,000.00
Rus Soobzokov	Assistant Coach, Preseason	\$3,265.00

IX. EMPLOYMENT/RELEASES: Short Term Assignments - Coaches/Booster Funded (continued)

Work Site: Laguna Beach High School

Booster Account: 0105315310-1185/2140

Sand Volleyball - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Brent Frohoff	Assistant Coach, In Season	\$3,265.00

Soccer - Boys

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Daniel Richards	Head Coach, Preseason	\$3,000.00
Franz Guldner	Assistant Coach, Preseason	\$500.00
Alec Williams	Assistant Coach, Preseason	\$500.00

Soccer -Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Ben Helm	Head Coach, Preseason	\$2,500.00
Daniel Pask	Assistant Coach, Preseason	\$500.00

Waterpolo - Girls

<u>Name:</u>	<u>Position:</u>	<u>Stipend:</u>
Ethan Damato	Head Coach, Preseason	\$4,837.04
Cara Borkovec	Assistant Coach, Preseason	\$1,250.00
Trevor Lyle	Assistant Coach, Preseason	\$500.00
Nathan McConnell	Assistant Coach, Preseason	\$1,250.00

X. Employment and Resignation- Substitute Teachers & Classified Substitutes:

Resignations:

<u>Name:</u>	<u>Position/Site:</u>	<u>Effective:</u>
Lindsey Lucero	Substitute Teacher	November 1, 2017
Robin Young	Substitute Teacher	October 24, 2017

Laguna Beach Unified School District

13.c. CONSENT/ACTION

November 14, 2017

Approval/Ratification: Conference/Workshop Attendance

Yadi Rojas - "ELPAC Instructional Academy" - October 17, 2017 – Irvine, CA. This conference provided instruction on the implementation of the CELDT test.

Fiscal Impact:

\$	50.00	Registration
\$	16.05	Transportation-mileage
\$	66.05	TOTAL

Account #0102013045 - 5220 Title III - Travel & Conference

Ellen Oxales - "Student Records Training" - November 7, 2017 – Costa Mesa, CA. Topics include: Confidentiality, access to records, transfer of records, challenges, maintenance, and policies.

Fiscal Impact:

\$	0.00	Registration
\$	18.72	Transportation-mileage
\$	18.72	TOTAL

Account #0105091012 - 5220 LBHS - Travel & Conference

Leisa Winston, Alysia Odipo, and Irene White - "AALRR Education Law Conference" November 8, 2017 – Cerritos, CA. Participants will hear information on some of the most important legal developments of the year.

Fiscal Impact:

\$	387.00	Registration
\$	108.48	Transportation-mileage/parking
\$	495.48	TOTAL

Account #0103971405 - 5220 HR - Travel & Conference

Account #0102007406 - 5220 Business - Travel & Conference

Account #0104613150- 5220 Special Education - Travel & Conference

Michelle Martinez and Kimberly Mattson - "History/Social Science Toolkit Training" - December 12, 2017 – Costa Mesa, CA. This training will provide the tools and strategies needed to adopt materials aligned with the new History/Social Science Framework in preparation for the LBUSD adoption fair in January.

Fiscal Impact:

\$	50.00	Registration
\$	32.00	Transportation-mileage
\$	130.00	Substitute
\$	212.00	TOTAL

Account #0102015380 - 5220 Staff Development - Travel & Conference

Account #0102015380 - 1190 Staff Development - Substitutes

Alysia Odipo, Michael Keller, Jeanne Brown, Alex Aronson, Nichole Rosa, Angela Pilon, Jenn Demark, Ashley Bloom, Nance Morrissey, Marianne Lawson, and Jolene Hamilton - "MTSS and School Counselor's Role" - December 15, 2017 and March 2, 2018– Costa Mesa, CA. This conference is for K-12 Counselors and administrators and will provide an overview of MTSS and the school counselor's role

Fiscal Impact:

\$ 4,290.00	Registration
\$ 144.00	Transportation-mileage
\$ 4,434.00	TOTAL

Account #0102015380 - 5220 Staff Development - Travel & Conference

Jason Vilorio, Jeff Dixon, Raymond Lee, and Thuy Bui - "Governor's Budget Workshop" - January 17, 2018– Pomona, CA. This conference will provide an overview of the Governor's 2018 budget proposal and its impact on education.

Fiscal Impact:

\$ 860.00	Registration
\$ 145.41	Transportation-mileage
\$ 1,005.41	TOTAL

Account #0101377100 - 5220 Superintendent - Travel & Conference

Account #0102007406 - 5220 Business - Travel & Conference

Leisa Winston, Jeff Dixon, Alysia Odipo, Michael Conlon, Jenny Salberg, Jason Allemann, and Jason Vilorio - "ACSA Negotiators Symposium and Pre-Conference" - January 16-19, 2018 – San Diego, CA. The symposium provides a mix of interactive and workshop sessions presented by practitioners, consultants, and attorneys, and will offer information and provide insight into negotiators, bargaining team members and communication directors.

Fiscal Impact:

\$ 3,033.00	Registration
\$ 340.00	Transportation-mileage
\$ 5,100.00	Lodging
\$ 1,250.00	Meals
\$ 9,723.00	TOTAL

Account #0110397140 - 5220 Human Resources - Travel & Conference

Amy Kernan, Kimberly Mattson, and Nancy Mooers - "CAASPP Institute 2017-2018" - January 18-19, 2018 – Anaheim, CA. This year's institute will focus on the implementation of all components of the CAASPP system to support teaching and learning.

Fiscal Impact:

\$ 450.00	Registration
\$ 50.00	Transportation-mileage
\$ 260.00	Substitute
\$ 760.00	TOTAL

Account #0102015380 - 5220 Staff Development - Travel & Conference

Account #0102015380 - 1190 Staff Development - Substitutes

Jason Vilorio - "ACSA Superintendent's Symposium" - January 24-26, 2018 – Monterey, CA – Superintendent's from across the State will discuss current topics in education.

Fiscal Impact:

\$ 599.00	Registration
\$ 176.00	Transportation
\$ 493.42	Lodging
\$ 150.00	Meals
\$ 250.00	Parking/Shuttle/Car
\$ 1,668.42	TOTAL

Account #0101377100- 5220 Superintendent - Travel & Conference

Total Expenses: \$18,383.08

Laguna Beach Unified School District

13.d. CONSENT/ACTION

November 14, 2017

Approval: Student Field Trips

Proposal

Staff proposes the Board of Education approve the following student field trip:

1. Laguna Beach High School

Destination:	Stanford Invitational – Palo Alto, CA
Date:	March 29 – April 1, 2018
Chaperone(s):	Steve Lalim and Tommy Newton Neal
Cost to Student:	\$500
Number of Students:	TBD
Transportation:	Air
Accommodations:	Courtyard by Marriott

Students will participate in a regional track and field event.

Background

The principal of Laguna Beach High School has approved the Applications for Field Trip requests and submitted the application for approval in accordance with Board Policy 6019. This policy provides forms for use by parents/guardians that give permission for their student(s) to participate in field trips, along with authorization for medical care and a waiver in conformance with Education Code Section 35330.

The District's liability insurance through ASCIP provides field trip coverage in the following areas: (1) coverage against claims by a parent for negligence by the District if the student is injured, and (2) coverage for any damage caused by a student.

Laguna Beach Unified School District

13.e. CONSENT/ACTION

November 14, 2017

Approval: Acceptance of Gifts – Checks Totaling \$1,000.00 and In Kind Donation

Proposal

The Board of Education accept the following gift(s) to the District – checks totaling \$1,000.00.

Background

After acceptance by the Board of Education, a letter of thanks and acknowledgement will be mailed to the donor(s).

Recommended Action

The Board of Education accept the following gift(s), as presented:

Type of Gift	Donor	Amount/Gift	Disposition
In Kind Donation	Mr. Joe Kiani	Two Maximo Pulse Oximeters	ELM and LBHS
Check	CompTIA	\$1,000.00	LBHS – Technology classrooms
Total		\$1,000.00	

Laguna Beach Unified School District

13.f. ACTION

November 14, 2017

Approval: Agreements for Contracted Services-Special Education

Proposal

Staff proposes the Board of Education approve the attached list of contracts required to secure necessary services for special education students.

Background

Approval by the Board of Education will provide needed services for eligible special education students that cannot presently be provided by District staff. Approval will maintain District compliance with Education Codes.

Budget Impact

The expenses associated with the attached contracts are included in the current Special Education budget.

Recommended Action

Staff recommends the Board of Education approve the contracts as listed.

Laguna Beach Unified School District

Contracts– November 14, 2017

Contractor	Description of Services	Term	Funding	Cost
Parent Reimbursement/Legal	Reimbursement per settlement agreement for educational placement for a special education student	07/01/17-06/30/18	Parent Reimbursement/Legal 0104632900-5878	\$22,875
Parent Reimbursement	Mileage reimbursement per settlement agreement for a special education student	07/01/17-06/30/18	Pupil Transportation 0104256700-5880	\$ 3,000
Independent Contract OC SLLC Inc.	Intervention to assist with decoding weaknesses for a special education student	10/09/17-05/30/18	Outside Agency 0104632900-5889	\$ 7,773
Independent Contract Family Tree Optometric	Vision Therapy, school consultations, IEP attendance for a special education student	10/12/17-06/30/18	Outside Agency 0104632900-5888	\$ 3,504
Independent Contract Family Tree Optometric	Vision Therapy, school consultations, IEP attendance for a special education student	10/13/17-04/13/18	Outside Agency 0104632900-5888	\$ 4,136

Laguna Beach Unified School District

13.g. CONSENT/ACTION

November 14, 2017

Approval: Agreements and Contracts – Technology Services

Proposal

Staff proposes the Board of Education approve the attached list of contracts required to secure necessary technology and services for Technology Services.

Background

Approval by the Board of Education will provide needed technology and services for the Students, Teachers and staff.

Budget Impact

The expenses associated with the attached contracts are included in current and proposed Technology Services budgets.

Recommended Action

Staff recommends the Board of Education authorize the following contracts.

Laguna Beach Unified School District

Contracts/Licenses – November 14, 2017

Contractor	Description of Services	Term	Funding	Cost
CUE	Speakers Bureau for LBUSD – Professional Development for Rocket Ready 11/9/17 and three Google Hangout Sessions to be scheduled	11/9/17 – 6/30/18 New	01130153805830	\$ 3,900.00
Document Tracking Services LLC	Standard documents services: School Accountability report card, Single Plan for Student Achievement (CDE Template) and others to be identified.	12/1/17 – 12/15/18 Renew	01134571755805	\$ 1,250.00
Filewave	Device Management	11/1/17 – 6/30/18 Add-on to current contract	01134571755805	\$ 2,128.00
Follett	Library Management System for all LBUSD School Libraries	11/15/17 – 11/30/18 Renew	01130171755805	\$ 4,898.00
ZOHO	ManageEngine AD Manager (Management Directory)	12/9/17 – 12/08/18 Renew	01134571755805	\$ 1,345.00

Laguna Beach Unified School District

13.h. CONSENT/ACTION

November 14, 2017

Approval: Warrants #391883 Through #392150 In The Amount of \$1,475,640.14
Dates: 10/16/2017 through 11/03/2017

Proposal

Staff proposes the Board of Education approve/ratify Warrants #391883 through #392150 in the amount of \$1,475,640.14.

Background

Warrants are issued for necessary equipment, supplies and services. The warrants processed include previously Board approved contracts and/or budgeted expenditures within the Board approved operating budget.

The warrant list is generated in our business office in accordance with supporting documentation and coded in compliance with the State Account Code Structure (SACS). The list is then transmitted to the Orange County Department of Education where requests are audited and warrants are ultimately issued.

Budget Impact

The warrants are in accordance with the approved 2017/2018 District Operating Budgets.

Recommended Action

Staff recommends the Board of Education approve/ratify the warrants in the amount of \$1,475,640.14.

SELECT Check ID's and Numbers: 760 ; Check Dates: 101617

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391883	10/16/17	A-Z Office Resource In	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	126.47
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	165.25
						CHECK TOTAL:	291.72
00391884	10/16/17	ALL CITY MANAGEMENT SE	9/10/17 - 9/23/17	0106098040	5860	MISC OUTSIDE VENDOR	715.60
						CHECK TOTAL:	715.60
00391885	10/16/17	American Red Cross - H	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	145.80
						CHECK TOTAL:	145.80
00391886	10/16/17	Anna Tejchman	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	347.07
						CHECK TOTAL:	347.07
00391887	10/16/17	Certified Transportati	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	4,630.08
						CHECK TOTAL:	4,630.08
00391888	10/16/17	Cohn, Jacquie	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	141.54
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	49.85
						CHECK TOTAL:	191.39
00391889	10/16/17	County of Orange Treas	SEWER FEES	0102477409	5555	SEWER FEES	15,151.56
						CHECK TOTAL:	15,151.56
00391890	10/16/17	County of Orange Treas	SEWER FEES	0102477409	5555	SEWER FEES	884.92
						CHECK TOTAL:	884.92
00391891	10/16/17	County of Orange Treas	SEWER FEES	0102477409	5555	SEWER FEES	657.00
						CHECK TOTAL:	657.00
00391892	10/16/17	Digital Networks Group	MISC OUTSIDE VENDOR	0107011005	5860	MISC OUTSIDE VENDOR	6,305.70
						CHECK TOTAL:	6,305.70
00391893	10/16/17	Diversified Thermal Se	HVAC	0108477408	5660	HVAC	11,757.38
			HVAC	0105477408	5660	HVAC	547.45
			HVAC	0105477408	5660	HVAC	676.53
			HVAC	0105477408	5660	HVAC	4,055.02
			HVAC	0105477408	5660	HVAC	115.00
			HVAC	0108477408	5660	HVAC	1,046.83
			HVAC	0108477408	5660	HVAC	1,625.00
			HVAC	0105477408	5660	HVAC	2,958.93
						CHECK TOTAL:	22,782.14
00391894	10/16/17	EventWristbands.com	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	150.00
						CHECK TOTAL:	150.00

SELECT Check ID's and Numbers: 760 ; Check Dates: 101617

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391895	10/16/17	Ganahl Lumber	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	21.72
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	37.25
						CHECK TOTAL:	58.97
00391896	10/16/17	Kristi Matheson	ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	255.96
						CHECK TOTAL:	255.96
00391897	10/16/17	McGraw Hill School Pub	TEXTBOOKS	0102016300	4100	TEXTBOOKS	402.54
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	3,827.15
						CHECK TOTAL:	4,229.69
00391898	10/16/17	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	805.87
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	188.52
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	205.93
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	3,893.27
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	209.95
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	1,970.33
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	1,894.27
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	1,808.19
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	245.63
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	26.26
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	18.07
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	17.12
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	241.63
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	59.48
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	28.02
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	30.49
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	17.12
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	131.44
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	113.43
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	793.82
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	48.82
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	25.75
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	13.41
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	10.23
						CHECK TOTAL:	12,797.05
00391899	10/16/17	Teacher's Discovery	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	73.86
						CHECK TOTAL:	73.86
00391900	10/16/17	West Interactive Servi	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	4,800.00
						CHECK TOTAL:	4,800.00

SELECT Check ID's and Numbers: 76@ ; Check Dates: 101617

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391901	10/16/17	WeVideo Inc.	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	4,454.00
						CHECK TOTAL:	4,454.00
00391902	10/16/17	Rockwell, Kim	FOOD SERVICE SALES	1300007426	8634	FOOD SERVICE SALES	153.20
						CHECK TOTAL:	153.20
00391903	10/16/17	Ruhnau Clarke Architec	ARCHITECTURAL DESIGN FEES	2508498410	6220	ARCHITECTURAL DESIGN FEE	2,900.00
						CHECK TOTAL:	2,900.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							81,975.71
GRAND TOTAL							81,975.71

SELECT Check ID's and Numbers: 760 ; Check Dates: 101717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391904	10/17/17	Advanced Alarm Inc.	ALARM MONITORING	0105477408	5560	ALARM MONITORING	765.00
						CHECK TOTAL:	765.00
00391905	10/17/17	Cintas Corporation Loc	GENERAL SUPPLIES-NON INSTRUCT	0106477408	4340	GENERAL SUPPLIES-NON INS	103.48
						CHECK TOTAL:	103.48
00391906	10/17/17	Copy & Print Center	OUTSIDE PRINTING	0106091008	5870	OUTSIDE PRINTING	155.54
						CHECK TOTAL:	155.54
00391907	10/17/17	Costley, Chris	SEPT 2017 - MILEAGE	0104644575	5210	MILEAGE REIMBURSEMENT	33.71
						CHECK TOTAL:	33.71
00391908	10/17/17	Diversified Thermal Se	HVAC	0107477408	5660	HVAC	1,125.00
						CHECK TOTAL:	1,125.00
00391909	10/17/17	Express Pipe & Supply	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	77.88
						CHECK TOTAL:	77.88
00391910	10/17/17	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0108015600	4310	MATERIALS & SUPPLIES-INS	91.93
						CHECK TOTAL:	91.93
00391911	10/17/17	Konica Minolta	SEPTEMBER 2017	0107091005	5650	SOFTWARE/COPIER MAINTENA	263.23
			SEPTEMBER 2017	0102397400	5650	SOFTWARE/COPIER MAINTENA	136.60
			SEPTEMBER 2017	0102397400	5650	SOFTWARE/COPIER MAINTENA	58.44
			SEPTEMBER 2017	0102397400	5650	SOFTWARE/COPIER MAINTENA	103.95
			SEPTEMBER 2017	0105091012	5650	SOFTWARE/COPIER MAINTENA	1,229.71
			SEPTEMBER 2017	0102397400	5650	SOFTWARE/COPIER MAINTENA	40.02
			SEPTEMBER 2017	0108091005	5650	SOFTWARE/COPIER MAINTENA	327.32
			SEPTEMBER 2017	0107091005	5650	SOFTWARE/COPIER MAINTENA	244.83
			SEPTEMBER 2017	0102397400	5650	SOFTWARE/COPIER MAINTENA	46.39
			SEPTEMBER 2017	0105091012	5650	SOFTWARE/COPIER MAINTENA	110.05
			SEPTEMBER 2017	0105091012	5650	SOFTWARE/COPIER MAINTENA	237.37
			SEPTEMBER 2017	0108091005	5650	SOFTWARE/COPIER MAINTENA	284.09
			SEPTEMBER 2017	0106091008	5650	SOFTWARE/COPIER MAINTENA	254.62
			SEPTEMBER 2017	0106091008	5650	SOFTWARE/COPIER MAINTENA	356.32
						CHECK TOTAL:	3,692.94
00391912	10/17/17	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	2,811.16
			CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	369.68
			CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	41.46
						CHECK TOTAL:	3,222.30
00391913	10/17/17	National Construction	OCTOBER 2017	0105477408	5620	RENTAL EXPENSE	170.55
						CHECK TOTAL:	170.55

SELECT Check ID's and Numbers: 760 ; Check Dates: 101717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391914	10/17/17	National Student Clear	SUBSCRIPTIONS	0105091012	4368	SUBSCRIPTIONS	425.00
						CHECK TOTAL:	425.00
00391915	10/17/17	Rutan & Tucker	SEPTEMBER 2017	0104072000	5835	LEGAL EXPENSE	2,236.00
						CHECK TOTAL:	2,236.00
00391916	10/17/17	SimplexGrinnell	ALARM MONITORING	0108477409	5560	ALARM MONITORING	47.41
			NOVEMBER 2017	0107477409	5560	ALARM MONITORING	327.25
			NOVEMBER 2017	0102477409	5560	ALARM MONITORING	186.00
			NOVEMBER 2017	0108477409	5560	ALARM MONITORING	272.25
			NOVEMBER 2017	0105477409	5560	ALARM MONITORING	1,485.92
			NOVEMBER 2017	0106477409	5560	ALARM MONITORING	482.25
			NOVEMBER 2017	0105477409	5560	ALARM MONITORING	178.09
			NOVEMBER 2017	0102477409	5560	ALARM MONITORING	190.00
						CHECK TOTAL:	3,169.17
00391917	10/17/17	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	966.97
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	57.47
						CHECK TOTAL:	1,024.44
00391918	10/17/17	SOUTHWEST STRINGS	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	1,403.40
						CHECK TOTAL:	1,403.40
00391919	10/17/17	UNIVERSAL AWARDS PROGR	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	184.88
						CHECK TOTAL:	184.88
00391920	10/17/17	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	21.12
						CHECK TOTAL:	21.12
00391921	10/17/17	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	103.90
						CHECK TOTAL:	103.90
00391922	10/17/17	WavingAtYou.com	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	153.00
						CHECK TOTAL:	153.00
00391923	10/17/17	WLC LLC	CONSULTANTS-OTHER	0101377100	5831	CONSULTANTS-OTHER	6,400.00
						CHECK TOTAL:	6,400.00
00391924	10/17/17	ZENDESK	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	10,407.60
						CHECK TOTAL:	10,407.60
00391925	10/17/17	Gold Star Foods	FOOD	1302277426	4700	FOOD	626.49
			FOOD	1302277426	4700	FOOD	1,257.71

LAGUNA BEACH USD
TUE, OCT 17, 2017,

10/17/17

Commercial Check Register

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8:24 AM ---req: ADMIN-----leg: 76 ----loc: ISSTAFF----job: 10660941 #J302---prog: CK514 <1.02>---report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 101717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	994.64
			FOOD	1302277426	4700	FOOD	883.94
						CHECK TOTAL:	3,762.78
00391926	10/17/17	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	131.70
			FOOD	1302277426	4700	FOOD	111.92
			FOOD	1302277426	4700	FOOD	179.94
			FOOD	1302277426	4700	FOOD	162.34
			FOOD	1302277426	4700	FOOD	118.92
			FOOD	1302277426	4700	FOOD	92.91
			FOOD	1302277426	4700	FOOD	77.00
			FOOD	1302277426	4700	FOOD	127.94
						CHECK TOTAL:	1,002.67
00391927	10/17/17	P & R Paper Supply Co	GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	3,563.06
			GENERAL SUPPLIES-NON INSTRUCT	1302277426	4340	GENERAL SUPPLIES-NON INS	263.90
						CHECK TOTAL:	3,826.96
00391928	10/17/17	State of CA Nutrition	FOOD	1302277426	4700	FOOD	392.60
						CHECK TOTAL:	392.60
00391929	10/17/17	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	15.86
			FOOD	1302277426	4700	FOOD	118.04
			FOOD	1302277426	4700	FOOD	33.60
			FOOD	1302277426	4700	FOOD	46.71
			FOOD	1302277426	4700	FOOD	63.31
			FOOD	1302277426	4700	FOOD	31.35
			FOOD	1302277426	4700	FOOD	47.52
						CHECK TOTAL:	356.39
00391930	10/17/17	Sysco Food Service of	FOOD	1302277426	4700	FOOD	45.52
			FOOD	1302277426	4700	FOOD	156.00
			FOOD	1302277426	4700	FOOD	93.60
			FOOD	1302277426	4700	FOOD	261.97
			FOOD	1302277426	4700	FOOD	57.68
			FOOD	1302277426	4700	FOOD	180.59
			FOOD	1302277426	4700	FOOD	95.56
						CHECK TOTAL:	890.92
00391931	10/17/17	US Foodservice Inc.	FOOD	1302277426	4700	FOOD	374.68
			FOOD	1302277426	4700	FOOD	506.64
			FOOD	1302277426	4700	FOOD	383.87
			FOOD	1302277426	4700	FOOD	45.87
			FOOD	1302277426	4700	FOOD	37.59

SELECT Check ID's and Numbers: 76@ ; Check Dates: 101717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	45.87
			FOOD	1302277426	4700	FOOD	1,139.07
			FOOD	1302277426	4700	FOOD	52.54
			FOOD	1302277426	4700	FOOD	347.36
			FOOD	1302277426	4700	FOOD	382.25
			FOOD	1302277426	4700	FOOD	69.28
			FOOD	1302277426	4700	FOOD	50.12
			FOOD	1302277426	4700	FOOD	338.58
			FOOD	1302277426	4700	FOOD	678.00
			FOOD	1302277426	4700	FOOD	126.07
			FOOD	1302277426	4700	FOOD	58.73
						CHECK TOTAL:	4,636.52
00391932	10/17/17	Z PIZZA INC	FOOD	1302277426	4700	FOOD	120.00
			FOOD	1302277426	4700	FOOD	135.00
			FOOD	1302277426	4700	FOOD	99.00
						CHECK TOTAL:	354.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	50,189.68
			GRAND TOTAL				50,189.68

SELECT Check ID's and Numbers: 76@ ; Check Dates: 101817

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391933	10/18/17	A-Z Office Resource In	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	197.86
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	268.51
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	498.30
						CHECK TOTAL:	964.67
00391934	10/18/17	AMERICAN LOGISTICS COM	SEPTEMBER 2017	0104256700	5100	SUBAGREEMENTS FOR SERVIC	32,525.00
						CHECK TOTAL:	32,525.00
00391935	10/18/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0107015040	4460	EQUIPMENT-COMPUTER	327.17
			EQUIPMENT-COMPUTER	0107015040	4460	EQUIPMENT-COMPUTER	4,208.81
						CHECK TOTAL:	4,535.98
00391936	10/18/17	Buckley-Boyle, Marsha	CONSULTANTS-OTHER	0110397140	5831	CONSULTANTS-OTHER	1,500.00
						CHECK TOTAL:	1,500.00
00391937	10/18/17	Dramatic Publishing Co	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	65.32
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	1,440.00
						CHECK TOTAL:	1,505.32
00391938	10/18/17	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	275.80
						CHECK TOTAL:	275.80
00391939	10/18/17	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	48.37
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	42.65
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	28.00
			MATERIALS & SUPPLIES-INSTRUCT	0108015600	4310	MATERIALS & SUPPLIES-INS	48.03
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	84.69
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	16.93
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	29.60
			GENERAL SUPPLIES-NON INSTRUCT	0110397140	4340	GENERAL SUPPLIES-NON INS	6.53
						CHECK TOTAL:	304.80
00391940	10/18/17	Palos Sports	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	17.24
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	149.99
						CHECK TOTAL:	167.23
00391941	10/18/17	Pearson Assessments	TESTS/SCORING	0104613150	4330	TESTS/SCORING	1,086.58
						CHECK TOTAL:	1,086.58
00391942	10/18/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	217.53
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-35.69
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	35.69
			COPIER PAPER	0105011012	4312	COPIER PAPER	1,334.38
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	14.18

SELECT Check ID's and Numbers: 760 ; Check Dates: 101817

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	687.51
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-207.79
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	66.59
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	490.64
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	70.90
						CHECK TOTAL:	2,673.94
00391943	10/18/17	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	12.05
						CHECK TOTAL:	12.05
00391944	10/18/17	Woodwind & Brasswind	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	430.78
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	254.59
						CHECK TOTAL:	685.37
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							46,236.74
GRAND TOTAL							46,236.74

SELECT Check ID's and Numbers: 760 ; Check Dates: 101917

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391945	10/19/17	AT&T	SEPTEMBER 2017	0102477409	5920	TELEPHONE SERVICE	30.10
			SEPTEMBER 2017	0106477409	5920	TELEPHONE SERVICE	54.99
			SEPTEMBER 2017	0105477409	5920	TELEPHONE SERVICE	6.50
			SEPTEMBER 2017	0108477409	5920	TELEPHONE SERVICE	7.92
						CHECK TOTAL:	99.51
00391946	10/19/17	BEN'S MUSIC WORKSHOP I	MISC REPAIR	0102011190	5690	MISC REPAIR	1,554.00
						CHECK TOTAL:	1,554.00
00391947	10/19/17	BLICK ART MATERIALS	MATERIALS & SUPPLIES-INSTRUCT	0105015060	4310	MATERIALS & SUPPLIES-INS	692.84
						CHECK TOTAL:	692.84
00391948	10/19/17	Certified Transportati	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	4,833.24
						CHECK TOTAL:	4,833.24
00391949	10/19/17	City of Laguna Beach	ALARM MONITORING	0102477408	5560	ALARM MONITORING	50.00
						CHECK TOTAL:	50.00
00391950	10/19/17	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	789.81
						CHECK TOTAL:	789.81
00391951	10/19/17	Diversified Thermal Se	HVAC	0107477408	5660	HVAC	505.66
			HVAC	0105477408	5660	HVAC	1,240.99
						CHECK TOTAL:	1,746.65
00391952	10/19/17	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	252.60
			MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	30.97
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	22.57
						CHECK TOTAL:	306.14
00391953	10/19/17	Harcourt School Publis	TEXTBOOKS	0102016300	4100	TEXTBOOKS	35.42
						CHECK TOTAL:	35.42
00391954	10/19/17	Houghton Mifflin Harco	TEXTBOOKS	0102016300	4100	TEXTBOOKS	33,531.40
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	450.00
						CHECK TOTAL:	33,981.40
00391955	10/19/17	Montgomery Hardware Co	OTHER MAINTENANCE SERVICES	0102477408	5692	OTHER MAINTENANCE SERVIC	1,732.76
						CHECK TOTAL:	1,732.76
00391956	10/19/17	NICK RAIL MUSIC	EQUIPMENT - NEW	0105011012	4410	EQUIPMENT - NEW	2,108.00
						CHECK TOTAL:	2,108.00
00391957	10/19/17	Safety 1st Pest Contro	SEPTEMBER 2017	0102477409	5550	PEST CONTROL	50.00

SELECT Check ID's and Numbers: 760 ; Check Dates: 101917

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			SEPTEMBER 2017	0105477409	5550	PEST CONTROL	175.00
			SEPTEMBER 2017	0106477409	5550	PEST CONTROL	125.00
			SEPTEMBER 2017	0108477409	5550	PEST CONTROL	125.00
			SEPTEMBER 2017	0107477409	5550	PEST CONTROL	125.00
			PEST CONTROL	0106477409	5550	PEST CONTROL	150.00
						CHECK TOTAL:	750.00
00391958	10/19/17	SC Fuels	SEPTEMBER 2017	0105477408	4375	FUEL FOR VEHICLES	279.99
			SEPTEMBER 2017	0107477408	4375	FUEL FOR VEHICLES	27.47
			SEPTEMBER 2017	0102477408	4375	FUEL FOR VEHICLES	364.37
						CHECK TOTAL:	671.83
00391959	10/19/17	U S Postal Service	POSTAGE	0107011005	5910	POSTAGE	400.00
						CHECK TOTAL:	400.00
00391960	10/19/17	StorageContainer.com	BUILDING IMPROVEMENTS	4208498675	6230	BUILDING IMPROVEMENTS	71.50
						CHECK TOTAL:	71.50
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	49,823.10
			GRAND TOTAL				49,823.10

SELECT Check ID's and Numbers: 760 ; Check Dates: 102017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391961	10/20/17	Accelerate Learning In	MATERIALS & SUPPLIES-INSTRUCT	0102014100	4310	MATERIALS & SUPPLIES-INS	11,528.71
						CHECK TOTAL:	11,528.71
00391962	10/20/17	ACSA Foundation Educa	TRAVEL & CONFERENCE	0110397140	5220	TRAVEL & CONFERENCE	459.00
						CHECK TOTAL:	459.00
00391963	10/20/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0107015040	4460	EQUIPMENT-COMPUTER	1,635.86
						CHECK TOTAL:	1,635.86
00391964	10/20/17	Blue Ice Air and Heati	HVAC	0102477408	5660	HVAC	5,052.00
						CHECK TOTAL:	5,052.00
00391965	10/20/17	Brown, Jeanne	9/8- UC CONFERENCE	0105111012	5220	TRAVEL & CONFERENCE	143.26
						CHECK TOTAL:	143.26
00391966	10/20/17	COWLES, KRISTIN	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	88.89
			MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	111.90
			MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	79.43
						CHECK TOTAL:	280.22
00391967	10/20/17	Cox Communications	OCTOBER 2017	0113457175	5940	INTERNET CONNECTIVITY	160.48
			OCTOBER 2017	0113457175	5940	INTERNET CONNECTIVITY	70.52
			OCTOBER 2017	0113457175	5940	INTERNET CONNECTIVITY	7,547.25
			SEPTEMBER 2017	0113457175	5940	INTERNET CONNECTIVITY	2,163.75
						CHECK TOTAL:	9,942.00
00391968	10/20/17	Culvar Newlin Inc.	EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	29,765.99
			EQUIPMENT - NEW	0113018640	6410	EQUIPMENT - NEW	16,809.00
						CHECK TOTAL:	46,574.99
00391969	10/20/17	DreamBox Learning	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	14,000.00
						CHECK TOTAL:	14,000.00
00391970	10/20/17	First Student Inc.	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	3,285.26
			CHARTER BUS-ATHLETIC/FIELD TRP	0105015060	5865	CHARTER BUS-ATHLETIC/FIE	331.31
						CHECK TOTAL:	3,616.57
00391971	10/20/17	Frontier California In	OCTOBER 2017	0102477409	5920	TELEPHONE SERVICE	281.32
			OCTOBER 2017	0105477409	5920	TELEPHONE SERVICE	730.91
			OCTOBER 2017	0106477409	5920	TELEPHONE SERVICE	658.97
			OCTOBER 2017	0102477409	5920	TELEPHONE SERVICE	179.34
			OCTOBER 2017	0108477409	5920	TELEPHONE SERVICE	221.25
			OCTOBER 2017	0108477409	5920	TELEPHONE SERVICE	448.34
			OCTOBER 2017	0102477409	5920	TELEPHONE SERVICE	1,155.23

SELECT Check ID's and Numbers: 760 ; Check Dates: 102017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			OCTOBER 2017	0107477409	5920	TELEPHONE SERVICE	157.68
						CHECK TOTAL:	3,833.04
00391972	10/20/17	Heather Besecker Evans	SUBSCRIPTIONS	0107011005	4368	SUBSCRIPTIONS	60.75
						CHECK TOTAL:	60.75
00391973	10/20/17	KRUGER TEAM SPORT	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	64.33
						CHECK TOTAL:	64.33
00391974	10/20/17	KYA SERVICES LLC	FLOOR COVERING	0105477408	5604	FLOOR COVERING	6,951.55
						CHECK TOTAL:	6,951.55
00391975	10/20/17	MATTSON, KIMBERLY	MILEAGE - SEPTEMBER 2017	0109397150	5210	MILEAGE REIMBURSEMENT	43.66
						CHECK TOTAL:	43.66
00391976	10/20/17	MAXIM HEALTHCARE SERVI	SEPTEMBER 2017	0104172860	5831	CONSULTANTS-OTHER	7,720.65
						CHECK TOTAL:	7,720.65
00391977	10/20/17	New Dimension General	ELECTRICAL REPAIRS	0108477408	5661	ELECTRICAL REPAIRS	2,685.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	4,781.00
			CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	5,534.00
						CHECK TOTAL:	13,000.00
00391978	10/20/17	OCDE	TRAVEL & CONFERENCE	0102015380	5220	TRAVEL & CONFERENCE	1,180.00
						CHECK TOTAL:	1,180.00
00391979	10/20/17	Office Depot	PRINTERS <\$250 & INK/SUPPLIES	0109397150	4322	PRINTERS <\$250 & INK/SUP	1,435.32
						CHECK TOTAL:	1,435.32
00391980	10/20/17	Resilient Communicatio	EQUIPMENT - NEW	0113457175	4410	EQUIPMENT - NEW	2,731.46
						CHECK TOTAL:	2,731.46
00391981	10/20/17	Southwest Binding & La	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	179.02
						CHECK TOTAL:	179.02
00391982	10/20/17	Total Fence Solutions	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	3,960.00
						CHECK TOTAL:	3,960.00
00391983	10/20/17	VERTICAL TRANSPORT INC	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	290.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	700.00
						CHECK TOTAL:	990.00
00391984	10/20/17	World Book Inc.	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	2,915.30
						CHECK TOTAL:	2,915.30

SELECT Check ID's and Numbers: 760 ; Check Dates: 102017

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391985	10/20/17	Performance Mechanical	ROOFING	4006498440	6209	ROOFING	2,695.00
						CHECK TOTAL:	2,695.00
00391986	10/20/17	OST Trucks and Cranes	BUILDING IMPROVEMENTS	4208498675	6230	BUILDING IMPROVEMENTS	7,400.00
						CHECK TOTAL:	7,400.00
00391987	10/20/17	R. Jensen Company Inc	BUILDING IMPROVEMENTS	4208498675	6230	BUILDING IMPROVEMENTS	258,637.50
						CHECK TOTAL:	258,637.50
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							407,030.19
GRAND TOTAL							407,030.19

SELECT Check ID's and Numbers: 76@ ; Check Dates: 102317

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00391988	10/23/17	BrightView Landscape S	LANDSCAPE/IRRIGATION	0105477408	5680	LANDSCAPE/IRRIGATION	7,802.00
			LANDSCAPE/IRRIGATION	0107477408	5680	LANDSCAPE/IRRIGATION	2,599.00
						CHECK TOTAL:	10,401.00
00391989	10/23/17	BROWN, DAWN	10/11-10/13 - CRED CONF	0110397140	5220	TRAVEL & CONFERENCE	938.30
						CHECK TOTAL:	938.30
00391990	10/23/17	CDW GOVERNMENT LLC	COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	169.98
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	339.95
			COMPUTER SUPPLIES	0113457175	4320	COMPUTER SUPPLIES	225.95
						CHECK TOTAL:	735.88
00391991	10/23/17	Crown Concrete Cutting	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	300.00
						CHECK TOTAL:	300.00
00391992	10/23/17	Flinn Scientific	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	636.66
						CHECK TOTAL:	636.66
00391993	10/23/17	LEUSD Revolving Cash F	ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	389.74
			ALL OTHER LOCAL REVENUE	0100000000	8699	ALL OTHER LOCAL REVENUE	415.57
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	390.00
			AUGUST 2017 - BNK SVC CHRG	0102397400	5820	BANKING SERVICES	16.69
						CHECK TOTAL:	1,212.00
00391994	10/23/17	Maintex	OTHER CUSTODIAL SUPPLIES	0105477409	4361	OTHER CUSTODIAL SUPPLIES	393.85
			CUSTODIAL CONSUMABLES(PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES(PA	123.14
						CHECK TOTAL:	516.99
00391995	10/23/17		JULY - DECEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	10,000.00
						CHECK TOTAL:	10,000.00
00391996	10/23/17	Medco Supply Co.	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	9.14
						CHECK TOTAL:	9.14
00391997	10/23/17	Northcott-Williams Inc	PAINTING	0107477408	5675	PAINTING	2,525.00
						CHECK TOTAL:	2,525.00
00391998	10/23/17	Raneco	MATERIALS & SUPPLIES-INSTRUCT	0106114695	4310	MATERIALS & SUPPLIES-INS	7,179.84
						CHECK TOTAL:	7,179.84
00391999	10/23/17	Reynolds Carpet Cleane	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	6,329.40
						CHECK TOTAL:	6,329.40
00392000	10/23/17		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	33,000.00

LAGUNA BEACH USD 10/23/17 Commercial Check Register Page 2
MON, OCT 23, 2017, 8:10 AM --req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 102317

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
						CHECK TOTAL:	33,000.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	73,784.21
			GRAND TOTAL				73,784.21

SELECT Check ID's and Numbers: 760 ; Check Dates: 102517

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392001	10/25/17	A-Z Office Resource In	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	373.64
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	1,451.24
						CHECK TOTAL:	1,824.88
00392002	10/25/17	ALL CITY MANAGEMENT SE	SEPTEMBER 24-OCTOBER 7, 2017	0106098040	5860	MISC OUTSIDE VENDOR	715.60
						CHECK TOTAL:	715.60
00392003	10/25/17		SEPTEMBER 2017 - SOCIAL	0104072000	5878	PARENT REIMBURSEMENT (LE	210.00
			SEPTEMBER 2017 - SPEECH	0104072000	5878	PARENT REIMBURSEMENT (LE	420.00
						CHECK TOTAL:	630.00
00392004	10/25/17	CARE Youth Corporation	SEPTEMBER 2017	0104632210	5889	OTHER THERAPY	1,258.00
			SEPTEMBER 2017	0104632210	5898	AB3632 ROOM & BOARD	3,740.00
			SEPTEMBER 2017	0104632210	5100	SUBAGREEMENTS FOR SERVIC	1,800.00
						CHECK TOTAL:	6,798.00
00392005	10/25/17	Coyne & Associates Inc	SEPTEMBER 2017	0104602140	5894	IBI SUPERVISION	7,259.44
			SEPTEMBER 2017	0104602140	5894	IBI SUPERVISION	1,614.12
						CHECK TOTAL:	8,873.56
00392006	10/25/17	de Encio, Drew	MILEAGE - OCTOBER 2017	0113457175	5210	MILEAGE REIMBURSEMENT	35.15
						CHECK TOTAL:	35.15
00392007	10/25/17	Frontier California In	OCTOBER 2017	0107477409	5920	TELEPHONE SERVICE	120.31
			OCTOBER 2017	0107477409	5920	TELEPHONE SERVICE	55.73
						CHECK TOTAL:	176.04
00392008	10/25/17	Gaulin, Andreane	OUTSIDE ASSESSMENT FEES	0104192430	5895	OUTSIDE ASSESSMENT FEES	1,200.00
						CHECK TOTAL:	1,200.00
00392009	10/25/17	Grainger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	309.88
						CHECK TOTAL:	309.88
00392010	10/25/17	Hear Now	OCTOBER 2017	0104632900	5889	OTHER THERAPY	250.00
						CHECK TOTAL:	250.00
00392011	10/25/17	HIDDLESON LISTENING LA	SEPTEMBER 2017	0104632900	5889	OTHER THERAPY	1,537.50
			SEPTEMBER 2017	0104632900	5889	OTHER THERAPY	1,050.00
						CHECK TOTAL:	2,587.50
00392012	10/25/17	Hunnicutt, Dawn	MATERIALS & SUPPLIES-INSTRUCT	0113018640	4310	MATERIALS & SUPPLIES-INS	158.39
			MATERIALS & SUPPLIES-INSTRUCT	0113018640	4310	MATERIALS & SUPPLIES-INS	212.40
						CHECK TOTAL:	370.79

SELECT Check ID's and Numbers: 760 ; Check Dates: 102517

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392013	10/25/17	Igné Optometric Corpor	JULY 2017	0104632900	5888	VISION THERAPY	600.00
						CHECK TOTAL:	600.00
00392014	10/25/17	National Assn. of Scho	DUES & MEMBERSHIPS	0104132750	5310	DUES & MEMBERSHIPS	210.00
						CHECK TOTAL:	210.00
00392015	10/25/17	OC SLLC INC.	SEPTEMBER 2017	0104292600	5860	MISC OUTSIDE VENDOR	457.50
			SEPTEMBER 2017	0104632900	5889	OTHER THERAPY	815.00
						CHECK TOTAL:	1,272.50
00392016	10/25/17	OCDE	TRAVEL & CONFERENCE	0102013045	5220	TRAVEL & CONFERENCE	185.00
						CHECK TOTAL:	185.00
00392017	10/25/17	Office Depot	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	171.00
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	25.42
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	38.66
			MATERIALS & SUPPLIES-INSTRUCT	0102013045	4310	MATERIALS & SUPPLIES-INS	88.83
			MATERIALS & SUPPLIES-INSTRUCT	0102013045	4310	MATERIALS & SUPPLIES-INS	19.38
			MATERIALS & SUPPLIES-INSTRUCT	0102013045	4310	MATERIALS & SUPPLIES-INS	49.58
			MATERIALS & SUPPLIES-INSTRUCT	0102013045	4310	MATERIALS & SUPPLIES-INS	63.41
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	102.36
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	26.93
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	89.43
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	1.28
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	3.54
			MATERIALS & SUPPLIES-INSTRUCT	0102013045	4310	MATERIALS & SUPPLIES-INS	19.38
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	2.76
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	22.28
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	9.15
						CHECK TOTAL:	733.39
00392018	10/25/17	Seneca Family of Agenc	SEPTEMBER 2017	0104132980	5889	OTHER THERAPY	8,085.00
						CHECK TOTAL:	8,085.00
00392019	10/25/17	Staples Advantage	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	142.54
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	11.62
			EQUIPMENT - NEW	0105015040	4410	EQUIPMENT - NEW	711.13
			PRINTERS <\$250 & INK/SUPPLIES	0105015040	4322	PRINTERS <\$250 & INK/SUP	215.49
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	-22.55
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-34.94
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	207.79
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	37.99
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	13.15
						CHECK TOTAL:	1,282.22

SELECT Check ID's and Numbers: 760 ; Check Dates: 102517

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392020	10/25/17	U.S. Bank National Ass	MISC OUTSIDE VENDOR	0102397406	5860	MISC OUTSIDE VENDOR	19.00
			MISC OUTSIDE VENDOR	0110377145	5860	MISC OUTSIDE VENDOR	408.00
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	173.17
			TRAVEL & CONFERENCE	0102395980	5220	TRAVEL & CONFERENCE	500.00
			OTHER BOOKS	0101377100	4220	OTHER BOOKS	494.63
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	39.80
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	79.70
			ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	59.94
			COMPUTER SUPPLIES	0113017175	4320	COMPUTER SUPPLIES	277.90
			REFRESHMENTS - NOT FOOD SERV	0107091005	4325	REFRESHMENTS - NOT FOOD	252.72
			TRAVEL & CONFERENCE	0107091005	5220	TRAVEL & CONFERENCE	1,381.00
			TRAVEL & CONFERENCE	0105311075	5220	TRAVEL & CONFERENCE	1,053.74
			EQUIPMENT - NEW	0105011075	4380	EQUIPMENT/VEHICLE REPAIR	133.84
			REFRESHMENTS - NOT FOOD SERV	0105091012	4325	REFRESHMENTS - NOT FOOD	575.60
			REFRESHMENTS - NOT FOOD SERV	0101377350	4325	REFRESHMENTS - NOT FOOD	371.74
			MATERIALS & SUPPLIES-INSTRUCT	0104613150	4310	MATERIALS & SUPPLIES-INS	17.96
			REFRESHMENTS - NOT FOOD SERV	0108091005	4325	REFRESHMENTS - NOT FOOD	289.40
			TRAVEL & CONFERENCE	0108091005	5220	TRAVEL & CONFERENCE	16.00
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	54.49
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	131.79
			COMPUTER SUPPLIES	0108015040	4320	COMPUTER SUPPLIES	58.70
			REFRESHMENTS - NOT FOOD SERV	0101377350	4325	REFRESHMENTS - NOT FOOD	229.60
			TRAVEL & CONFERENCE	0110397140	5220	TRAVEL & CONFERENCE	172.96
			REFRESHMENTS - NOT FOOD SERV	0110397140	4325	REFRESHMENTS - NOT FOOD	355.66
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	182.24
			REFRESHMENTS - NOT FOOD SERV	0101377350	4325	REFRESHMENTS - NOT FOOD	814.66
			REFRESHMENTS - NOT FOOD SERV	0102015380	4325	REFRESHMENTS - NOT FOOD	3,931.25
			REFRESHMENTS - NOT FOOD SERV	0102397406	4325	REFRESHMENTS - NOT FOOD	244.56
			REFRESHMENTS - NOT FOOD SERV	0108091005	4325	REFRESHMENTS - NOT FOOD	37.11
			REFRESHMENTS - NOT FOOD SERV	0106091008	4325	REFRESHMENTS - NOT FOOD	473.73
			REFRESHMENTS - NOT FOOD SERV	0101377350	4325	REFRESHMENTS - NOT FOOD	473.74
			TRAVEL & CONFERENCE	0109397150	5220	TRAVEL & CONFERENCE	625.22
			REFRESHMENTS - NOT FOOD SERV	0109397150	4325	REFRESHMENTS - NOT FOOD	43.34
			OTHER BOOKS	0109397150	4220	OTHER BOOKS	130.99
			OTHER BOOKS	0109397150	4220	OTHER BOOKS	322.48
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	-110.06
			MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	88.00
			REFRESHMENTS - NOT FOOD SERV	0101377100	4325	REFRESHMENTS - NOT FOOD	128.86
						CHECK TOTAL:	14,533.46

TOTAL FOR STOCK 76 Laguna Beach's check stock ID 50,672.97

LAGUNA BEACH USD 10/25/17 Commercial Check Register Page 4
WED, OCT 25, 2017, 8:42 AM --req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 76@ ; Check Dates: 102517

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
GRAND TOTAL							50,672.97

SELECT Check ID's and Numbers: 768 ; Check Dates: 102617

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392021	10/26/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0101377100	4460	EQUIPMENT-COMPUTER	222.99
						CHECK TOTAL:	222.99
00392022	10/26/17	BLICK ART MATERIALS	MATERIALS & SUPPLIES-INSTRUCT	0109017150	4310	MATERIALS & SUPPLIES-INS	33.51
						CHECK TOTAL:	33.51
00392023	10/26/17	BrightView Landscape S	OCTOBER 2017	0102477409	5680	LANDSCAPE/IRRIGATION	616.20
			OCTOBER 2017	0105477409	5680	LANDSCAPE/IRRIGATION	5,591.60
			OCTOBER 2017	0108477409	5680	LANDSCAPE/IRRIGATION	3,594.50
			OCTOBER 2017	0107477409	5680	LANDSCAPE/IRRIGATION	4,210.70
			OCTOBER 2017	0106477409	5680	LANDSCAPE/IRRIGATION	3,081.00
						CHECK TOTAL:	17,094.00
00392024	10/26/17	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	875.80
			CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	3,528.76
						CHECK TOTAL:	4,404.56
00392025	10/26/17	Diversified Thermal Se	HVAC	0107477408	5660	HVAC	1,925.00
			HVAC	0105477408	5660	HVAC	1,760.00
						CHECK TOTAL:	3,685.00
00392026	10/26/17	Follatt School Solutio	TEXTBOOKS	0102016300	4100	TEXTBOOKS	-95.30
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	665.41
						CHECK TOTAL:	570.11
00392027	10/26/17	Grainger	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	277.70
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	135.37
						CHECK TOTAL:	413.07
00392028	10/26/17	Ideal Glass Tinting In	CONTRACT SERVICES	0106477408	5610	CONTRACT SERVICES	2,652.00
						CHECK TOTAL:	2,652.00
00392029	10/26/17	Irvine Unified School	TRAVEL & CONFERENCE	0104613150	5220	TRAVEL & CONFERENCE	80.00
						CHECK TOTAL:	80.00
00392030	10/26/17	Jim Brusky	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	931.85
						CHECK TOTAL:	931.85
00392031	10/26/17	KRUGER TEAM SPORT	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	180.70
						CHECK TOTAL:	180.70
00392032	10/26/17	LIGHTSPEED TECHNOLOGIE	COMPUTER SUPPLIES	0113018640	4320	COMPUTER SUPPLIES	107.75
						CHECK TOTAL:	107.75

SELECT Check ID's and Numbers: 76@ ; Check Dates: 102617

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392033	10/26/17	LOCK MASTER USA INC.	MATERIALS & SUPPLIES-INSTRUCT	0105011075	4310	MATERIALS & SUPPLIES-INS	884.96
						CHECK TOTAL:	884.96
00392034	10/26/17		9/25 - 9/29	0104632900	5878	PARENT REIMBURSEMENT (LE	1,300.00
			10/2 - 10/6	0104632900	5878	PARENT REIMBURSEMENT (LE	1,300.00
			10/17 - 10/19	0104632900	5878	PARENT REIMBURSEMENT (LE	975.00
			9/11	0104632900	5878	PARENT REIMBURSEMENT (LE	260.00
						CHECK TOTAL:	3,835.00
00392035	10/26/17	Mission of San Juan Ca	12/15 - DOCENT GUIDED TOUR	0108015575	5860	MISC OUTSIDE VENDOR	1,426.00
						CHECK TOTAL:	1,426.00
00392036	10/26/17	Ranasco	MATERIALS & SUPPLIES-INSTRUCT	0102016300	4310	MATERIALS & SUPPLIES-INS	21,713.60
						CHECK TOTAL:	21,713.60
00392037	10/26/17	Sand Canyon Urgent Car	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	60.00
						CHECK TOTAL:	60.00
00392038	10/26/17	Seaside Solutions	SEPTEMBER 2017 #2	0104132980	5889	OTHER THERAPY	275.00
						CHECK TOTAL:	275.00
00392039	10/26/17	SimplexGrinnell	ALARM MONITORING	0108477409	5560	ALARM MONITORING	470.00
						CHECK TOTAL:	470.00
00392040	10/26/17	SOUTHWEST STRINGS	MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	6.30
						CHECK TOTAL:	6.30
00392041	10/26/17	State of CA/Department	SEPTEMBER 2017	0110397140	5845	FINGER PRINTING	2,002.00
						CHECK TOTAL:	2,002.00
00392042	10/26/17	Total Fence Solutions	CONTRACT SERVICES	0107477408	5610	CONTRACT SERVICES	1,400.00
						CHECK TOTAL:	1,400.00
00392043	10/26/17	TOTAL RECALL CAPTIONIN	SEPTEMBER 2017	0104622510	5860	MISC OUTSIDE VENDOR	3,712.50
						CHECK TOTAL:	3,712.50
00392044	10/26/17	WILLDAN FINANCIAL SERV	CONSULTANTS-OTHER	0102397406	5831	CONSULTANTS-OTHER	2,000.00
						CHECK TOTAL:	2,000.00
00392045	10/26/17	MOBILE MODULAR MANAGEM	OCTOBER 2017	2506498410	5620	RENTAL EXPENSE	586.00
						CHECK TOTAL:	586.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							68,746.90

LAGUNA BEACH USD 10/26/17 Commercial Check Register Page 3
THU, OCT 26, 2017, 8:20 AM --req: ADMIN-----leg: 76 -----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CKOCLIST

SELECT Check ID's and Numbers: 760 ; Check Dates: 102617

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
GRAND TOTAL							68,746.90

SELECT Check ID's and Numbers: 768 ; Check Dates: 102717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392046	10/27/17	A-Z Office Resource In	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	685.58
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	23.76
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	171.38
			MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	151.93
						CHECK TOTAL:	1,032.65
00392047	10/27/17	ASICS AMERICA CORPORAT	MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	776.08
						CHECK TOTAL:	776.08
00392048	10/27/17	Blue Shield of Califor	NOVEMBER 2017	0102017400	3401	HEALTH & WELFARE, CERTIF	161,778.27
			NOVEMBER 2017	0102397400	3402	HEALTH & WELFARE,CLASSIF	79,681.84
						CHECK TOTAL:	241,460.11
00392049	10/27/17	Copy & Print Center	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	167.55
			GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	833.90
						CHECK TOTAL:	1,001.45
00392050	10/27/17	Dave Bang Assoc.	EQUIPMENT - NEW	0105011012	4410	EQUIPMENT - NEW	7,152.15
						CHECK TOTAL:	7,152.15
00392051	10/27/17	Diversified Thermal Se	HVAC	0108477408	5660	HVAC	3,610.00
						CHECK TOTAL:	3,610.00
00392052	10/27/17	Fisher Science Educati	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	214.40
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	71.57
						CHECK TOTAL:	285.97
00392053	10/27/17	Jim's Music Center Inc	MISC REPAIR	0102011190	5690	MISC REPAIR	104.60
						CHECK TOTAL:	104.60
00392054	10/27/17	Kaiser Foundation Heal	NOVEMBER 2017	0102017400	3401	HEALTH & WELFARE, CERTIF	105,161.53
			NOVEMBER 2017	0102017400	3401	HEALTH & WELFARE, CERTIF	3,078.39
			NOVEMBER 2017	0102397400	3402	HEALTH & WELFARE,CLASSIF	1,516.22
			NOVEMBER 2017	0102397400	3402	HEALTH & WELFARE,CLASSIF	51,795.97
						CHECK TOTAL:	161,552.11
00392055	10/27/17	KRUGER TEAM SPORT	GENERAL SUPPLIES-NON INSTRUCT	0105095060	4340	GENERAL SUPPLIES-NON INS	258.28
						CHECK TOTAL:	258.28
00392056	10/27/17	Lacrosse Unlimited Inc	EQUIPMENT - NEW	0105311075	4410	EQUIPMENT - NEW	3,613.14
			EQUIPMENT - NEW	0105311075	4410	EQUIPMENT - NEW	400.68
			EQUIPMENT - NEW	0105311075	4410	EQUIPMENT - NEW	3,484.35
						CHECK TOTAL:	7,498.17

SELECT Check ID's and Numbers: 768 ; Check Dates: 102717

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392057	10/27/17	McGraw Hill School Pub	TEXTBOOKS	0102016300	4100	TEXTBOOKS	3,455.58
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	637.85
			TEXTBOOKS	0102016300	4100	TEXTBOOKS	415.76
						CHECK TOTAL:	4,509.19
00392058	10/27/17	Midas of Laguna Beach	VEHICLE REPAIR	0102477408	5640	VEHICLE REPAIR	241.34
						CHECK TOTAL:	241.34
00392059	10/27/17	Montgomery Hardware Co	OTHER MAINTENANCE SERVICES	0105477408	5692	OTHER MAINTENANCE SERVIC	5,837.15
						CHECK TOTAL:	5,837.15
00392060	10/27/17	PAPER RECYCLING AND SH	OTHER MAINTENANCE SERVICES	0101377100	5692	OTHER MAINTENANCE SERVIC	50.00
						CHECK TOTAL:	50.00
00392061	10/27/17	ReadyRefresh by Nestle	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	20.23
						CHECK TOTAL:	20.23
00392062	10/27/17	Sparkletts	MISC OUTSIDE VENDOR	0102397400	5860	MISC OUTSIDE VENDOR	206.12
						CHECK TOTAL:	206.12
00392063	10/27/17	William V MacGill & Co	GENERAL SUPPLIES-NON INSTRUCT	0105172850	4340	GENERAL SUPPLIES-NON INS	72.05
						CHECK TOTAL:	72.05
00392064	10/27/17		OCTOBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	1,875.00
						CHECK TOTAL:	1,875.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							437,542.65
GRAND TOTAL							437,542.65

SELECT Check ID's and Numbers: 760 ; Check Dates: 103117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392065	10/31/17	ANCHOR ELECTRIC	ELECTRICAL REPAIRS	0107477408	5661	ELECTRICAL REPAIRS	360.00
			ELECTRICAL REPAIRS	0105477408	5661	ELECTRICAL REPAIRS	3,523.00
						CHECK TOTAL:	3,883.00
00392066	10/31/17	B & H Photo Video Inc.	EQUIPMENT - NEW	0106011008	4410	EQUIPMENT - NEW	498.00
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	26.37
						CHECK TOTAL:	524.37
00392067	10/31/17	Cox Communications	OCTOBER 2017	0106091008	5860	MISC OUTSIDE VENDOR	11.70
						CHECK TOTAL:	11.70
00392068	10/31/17	Ganahl Lumber	MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	41.07
			MAINTENANCE SUPPLIES	0105477408	4362	MAINTENANCE SUPPLIES	115.17
						CHECK TOTAL:	156.24
00392069	10/31/17	JIM PRENTICE	ROOFING	0105477408	5609	ROOFING	2,520.00
						CHECK TOTAL:	2,520.00
00392070	10/31/17	Laguna Graphic Arts In	MATERIALS & SUPPLIES-INSTRUCT	0102014342	4310	MATERIALS & SUPPLIES-INS	140.08
						CHECK TOTAL:	140.08
00392071	10/31/17	Montgomery Hardware Co	OTHER MAINTENANCE SERVICES	0102477408	5692	OTHER MAINTENANCE SERVIC	1,299.99
						CHECK TOTAL:	1,299.99
00392072	10/31/17	OCDE	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	193.95
						CHECK TOTAL:	193.95
00392073	10/31/17	Office Depot	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	242.67
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	46.22
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	366.34
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	133.60
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	148.21
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	107.09
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	84.03
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	417.94
			MATERIALS & SUPPLIES-INSTRUCT	0108011005	4310	MATERIALS & SUPPLIES-INS	60.03
			GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	-32.31
						CHECK TOTAL:	1,573.82
00392074	10/31/17	Orange County Pumping	PLUMBING REPAIRS	0108477408	5662	PLUMBING REPAIRS	3,282.52
						CHECK TOTAL:	3,282.52
00392075	10/31/17	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	374.43
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	15.01

SELECT Check ID's and Numbers: 768 ; Check Dates: 103117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							389.44
00392076	10/31/17	Southern Calif Gas Co.	SEPTEMBER 2017	0107477409	5510	UTILITIES - HEAT	51.84
CHECK TOTAL:							51.84
00392077	10/31/17	Viloria, Jason	10/20 - 10/22 FCMAT	0101377100	5220	TRAVEL & CONFERENCE	482.31
CHECK TOTAL:							482.31
00392078	10/31/17	Ward's Natural Science	MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	86.21
CHECK TOTAL:							86.21
00392079	10/31/17	Woodwind & Brasswind	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	215.39
CHECK TOTAL:							215.39
00392080	10/31/17	Bread Artisan Bakery L	FOOD	1302277426	4700	FOOD	135.68
CHECK TOTAL:							135.68
00392081	10/31/17	Hollandia Dairy Inc	FOOD	1302277426	4700	FOOD	86.30
			FOOD	1302277426	4700	FOOD	194.24
			FOOD	1302277426	4700	FOOD	102.03
			FOOD	1302277426	4700	FOOD	128.51
			FOOD	1302277426	4700	FOOD	109.67
			FOOD	1302277426	4700	FOOD	79.60
			FOOD	1302277426	4700	FOOD	105.36
			FOOD	1302277426	4700	FOOD	89.73
			FOOD	1302277426	4700	FOOD	53.37
			FOOD	1302277426	4700	FOOD	57.09
			FOOD	1302277426	4700	FOOD	25.08
			FOOD	1302277426	4700	FOOD	188.39
			FOOD	1302277426	4700	FOOD	115.21
			FOOD	1302277426	4700	FOOD	25.08
			FOOD	1302277426	4700	FOOD	178.54
			FOOD	1302277426	4700	FOOD	127.94
			FOOD	1302277426	4700	FOOD	102.47
			FOOD	1302277426	4700	FOOD	234.50
			FOOD	1302277426	4700	FOOD	97.06
			FOOD	1302277426	4700	FOOD	192.35
			FOOD	1302277426	4700	FOOD	107.71
			FOOD	1302277426	4700	FOOD	170.91
CHECK TOTAL:							2,571.14
00392082	10/31/17	SUNRISE PRODUCE	FOOD	1302277426	4700	FOOD	129.81
			FOOD	1302277426	4700	FOOD	52.60
			FOOD	1302277426	4700	FOOD	96.13

SELECT Check ID's and Numbers: 76@ ; Check Dates: 103117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			FOOD	1302277426	4700	FOOD	28.32
			FOOD	1302277426	4700	FOOD	201.64
			FOOD	1302277426	4700	FOOD	49.25
			FOOD	1302277426	4700	FOOD	84.37
			FOOD	1302277426	4700	FOOD	99.22
			FOOD	1302277426	4700	FOOD	22.70
			FOOD	1302277426	4700	FOOD	64.39
			FOOD	1302277426	4700	FOOD	229.38
			FOOD	1302277426	4700	FOOD	158.95
			FOOD	1302277426	4700	FOOD	35.47
			FOOD	1302277426	4700	FOOD	48.82
			FOOD	1302277426	4700	FOOD	40.70
			FOOD	1302277426	4700	FOOD	115.50
			FOOD	1302277426	4700	FOOD	194.02
						CHECK TOTAL:	1,651.27
00392083	10/31/17	Sysco Food Service of	FOOD	1302277426	4700	FOOD	290.10
			FOOD	1302277426	4700	FOOD	274.65
			FOOD	1302277426	4700	FOOD	97.03
			FOOD	1302277426	4700	FOOD	91.04
			FOOD	1302277426	4700	FOOD	594.42
			FOOD	1302277426	4700	FOOD	29.76
			FOOD	1302277426	4700	FOOD	193.59
			FOOD	1302277426	4700	FOOD	45.52
			FOOD	1302277426	4700	FOOD	263.09
			FOOD	1302277426	4700	FOOD	604.86
						CHECK TOTAL:	2,484.06
00392084	10/31/17	US Foodservice Inc.	FOOD	1302277426	4700	FOOD	476.54
			FOOD	1302277426	4700	FOOD	301.80
			FOOD	1302277426	4700	FOOD	281.99
			FOOD	1302277426	4700	FOOD	51.76
			FOOD	1302277426	4700	FOOD	131.86
			FOOD	1302277426	4700	FOOD	333.02
			FOOD	1302277426	4700	FOOD	50.12
			FOOD	1302277426	4700	FOOD	34.64
			FOOD	1302277426	4700	FOOD	69.28
			FOOD	1302277426	4700	FOOD	863.13
			FOOD	1302277426	4700	FOOD	367.95
			FOOD	1302277426	4700	FOOD	45.87
			FOOD	1302277426	4700	FOOD	132.10
						CHECK TOTAL:	3,140.06

LAGUNA BEACH USD

10/31/17

Commercial Check Register

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TUE, OCT 31, 2017, 8:36 AM --req: ADMIN-----leg: 76 ----loc: ISSTAFF---job: 10660941 #J302--prog: CK514 <1.02>--report id: CROCLIST

SELECT Check ID's and Numbers: 760 ; Check Dates: 103117

<u>Check #</u>	<u>Register</u>	<u>Payee Name</u>	<u>Description</u>	<u>Key</u>	<u>Object</u>	<u>Object Description</u>	<u>Check Amount</u>
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	24,793.07
			GRAND TOTAL				24,793.07

SELECT Check ID's and Numbers: 76@ ; Check Dates: 110117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392085	11/01/17	A-Z Office Resource In	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	28.34
						CHECK TOTAL:	28.34
00392086	11/01/17	American Red Cross - H	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	340.20
						CHECK TOTAL:	340.20
00392087	11/01/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0107015040	4460	EQUIPMENT-COMPUTER	99.00
			EQUIPMENT - NEW	0108015040	4410	EQUIPMENT - NEW	3,216.34
			EQUIPMENT-COMPUTER	0102397406	4460	EQUIPMENT-COMPUTER	107.64
			EQUIPMENT-COMPUTER	0102397406	4460	EQUIPMENT-COMPUTER	446.00
						CHECK TOTAL:	3,868.98
00392088	11/01/17	B & K Photo Videc Inc.	EQUIPMENT - NEW	0105015040	4410	EQUIPMENT - NEW	2,653.28
						CHECK TOTAL:	2,653.28
00392089	11/01/17		SUMMER SCHOOL AIDE	0104632900	5878	PARENT REIMBURSEMENT (LE	4,485.00
			OCTOBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	2,175.00
						CHECK TOTAL:	6,660.00
00392090	11/01/17	Certified Transportati	CHARTER BUS-ATHLETIC/FIELD TRP	0105311075	5865	CHARTER BUS-ATHLETIC/FIE	705.64
						CHECK TOTAL:	705.64
00392091	11/01/17	Culver Newlin Inc.	EQUIPMENT - NEW	0102477408	4410	EQUIPMENT - NEW	526.52
			EQUIPMENT - NEW	0102477408	4410	EQUIPMENT - NEW	4,662.88
						CHECK TOTAL:	5,189.40
00392092	11/01/17	Diversified Window Cov	OTHER MAINTENANCE SERVICES	0105477408	5692	OTHER MAINTENANCE SERVIC	2,469.00
						CHECK TOTAL:	2,469.00
00392093	11/01/17	Education Week (Editor	DUES & MEMBERSHIPS	0101377100	5310	DUES & MEMBERSHIPS	568.18
						CHECK TOTAL:	568.18
00392094	11/01/17	FIVE STAR TROPHIES	GENERAL SUPPLIES-NON INSTRUCT	0101377100	4340	GENERAL SUPPLIES-NON INS	21.55
						CHECK TOTAL:	21.55
00392095	11/01/17	Ganahl Lumber	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	16.15
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	39.86
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	25.96
						CHECK TOTAL:	81.97
00392096	11/01/17		OCTOBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	3,200.00
						CHECK TOTAL:	3,200.00
00392097	11/01/17	Lacrosse Unlimited Inc	EQUIPMENT - NEW	0105311075	4410	EQUIPMENT - NEW	73.44

SELECT Check ID's and Numbers: 76@ ; Check Dates: 110117

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
						CHECK TOTAL:	73.44
00392098	11/01/17		PARENT REIMBURSEMENT (LEGAL)	0104632900	5878	PARENT REIMBURSEMENT (LE	5,159.40
						CHECK TOTAL:	5,159.40
00392099	11/01/17	Maintex	CUSTODIAL CONSUMABLES (PAPER)	0106477409	4360	CUSTODIAL CONSUMABLES (PA	71.97
						CHECK TOTAL:	71.97
00392100	11/01/17	McGraw Hill School Pub	TEXTBOOKS	0102016300	4100	TEXTBOOKS	3,332.74
						CHECK TOTAL:	3,332.74
00392101	11/01/17	NICOLE MILLER & ASSOCI	CONSULTANTS-OTHER	0110397140	5831	CONSULTANTS-OTHER	13,215.00
						CHECK TOTAL:	13,215.00
00392102	11/01/17	Office Depot	PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP	2,673.86
						CHECK TOTAL:	2,673.86
00392103	11/01/17	Pacific Audiologics	OUTSIDE ASSESSMENT FEES	0102172850	5895	OUTSIDE ASSESSMENT FEES	1,700.00
						CHECK TOTAL:	1,700.00
00392104	11/01/17	Plantinum Internationa	PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP	407.30
			PRINTERS <\$250 & INK/SUPPLIES	0108011005	4322	PRINTERS <\$250 & INK/SUP	1,249.90
						CHECK TOTAL:	1,657.20
00392105	11/01/17	Purchase Power	POSTAGE/DELIVERY	0102397400	5910	POSTAGE/DELIVERY	34.83
						CHECK TOTAL:	34.83
00392106	11/01/17	Staples Advantage	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	136.41
						CHECK TOTAL:	136.41
00392107	11/01/17	Vavrinek Trine Day & C	AUDITS	0102377102	5840	AUDITS	9,439.48
						CHECK TOTAL:	9,439.48
00392108	11/01/17	Verne's Plumbing	CONTRACT SERVICES	0107477408	5610	CONTRACT SERVICES	32,500.00
						CHECK TOTAL:	32,500.00
00392109	11/01/17	WESTERN YOUTH SERVICES	SEPTEMBE 2017	0104132980	5889	OTHER THERAPY	990.00
						CHECK TOTAL:	990.00
						TOTAL FOR STOCK 76 Laguna Beach's check stock ID	96,770.87
			GRAND TOTAL				96,770.87

SELECT Check ID's and Numbers: 760 ; Check Dates: 110217

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392110	11/02/17	Acorn Media	COMPUTER SUPPLIES EQUIPMENT - NEW	0113457175	4320	COMPUTER SUPPLIES	740.95
				0113457175	4410	EQUIPMENT - NEW	425.61
						CHECK TOTAL:	1,166.56
00392111	11/02/17	Apple Computer Inc.	EQUIPMENT-COMPUTER	0102397406	4460	EQUIPMENT-COMPUTER	6,130.85
						CHECK TOTAL:	6,130.85
00392112	11/02/17	BrightView Landscape S	LANDSCAPE/IRRIGATION	0108477408	5680	LANDSCAPE/IRRIGATION	5,421.00
						CHECK TOTAL:	5,421.00
00392113	11/02/17	COAST TO COAST COMPUTE	PRINTERS <\$250 & INK/SUPPLIES	0105011012	4322	PRINTERS <\$250 & INK/SUP	325.32
						CHECK TOTAL:	325.32
00392114	11/02/17	College Board	TESTS/SCORING	0105014730	4330	TESTS/SCORING	2,210.00
						CHECK TOTAL:	2,210.00
00392115	11/02/17	DeMoulin Bros. & Co.	MATERIALS & SUPPLIES-INSTRUCT	0102011190	4310	MATERIALS & SUPPLIES-INS	212.27
						CHECK TOTAL:	212.27
00392116	11/02/17	Diversified Thermal Se	HVAC	0105477408	5660	HVAC	1,127.50
						CHECK TOTAL:	1,127.50
00392117	11/02/17	Ganahl Lumber	MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	83.54
			MATERIALS & SUPPLIES-INSTRUCT	0105114695	4310	MATERIALS & SUPPLIES-INS	310.21
						CHECK TOTAL:	393.75
00392118	11/02/17	Grainger	MAINTENANCE SUPPLIES	0108477408	4362	MAINTENANCE SUPPLIES	63.75
						CHECK TOTAL:	63.75
00392119	11/02/17	Grammarly Inc	ANNUAL SOFTWARE LICENSE FEE	0113457175	5805	ANNUAL SOFTWARE LICENSE	1,350.00
			ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	2,600.00
						CHECK TOTAL:	3,950.00
00392120	11/02/17	Gray Step Software Inc	TRAVEL & CONFERENCE	0106091008	5220	TRAVEL & CONFERENCE	355.00
						CHECK TOTAL:	355.00
00392121	11/02/17	Hernandez, Lori	ALL OTHER LOCAL REVENUE	0106005540	8699	ALL OTHER LOCAL REVENUE	200.00
						CHECK TOTAL:	200.00
00392122	11/02/17	Houghton Mifflin Harco	TEXTBOOKS	0102016300	4100	TEXTBOOKS	696.61
						CHECK TOTAL:	696.61
00392123	11/02/17	Maintex	OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	1,046.69
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	26.78

SELECT Check ID's and Numbers: 76@ ; Check Dates: 110217

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
			OTHER CUSTODIAL SUPPLIES	0108477409	4361	OTHER CUSTODIAL SUPPLIES	1,169.12
						CHECK TOTAL:	2,242.59
00392124	11/02/17	Medco Supply Co.	MATERIALS & SUPPLIES-INSTRUCT	0105015040	4310	MATERIALS & SUPPLIES-INS	143.62
						CHECK TOTAL:	143.62
00392125	11/02/17	NATIONAL SPORTS APPARE	MATERIALS & SUPPLIES-INSTRUCT	0105315310	4310	MATERIALS & SUPPLIES-INS	260.45
			MATERIALS & SUPPLIES-INSTRUCT	0105311075	4310	MATERIALS & SUPPLIES-INS	104.35
						CHECK TOTAL:	364.80
00392126	11/02/17	OCDE	OUTSIDE PRINTING	0109397150	5870	OUTSIDE PRINTING	86.20
						CHECK TOTAL:	86.20
00392127	11/02/17	PSAT/NMSQT	TESTS/SCORING	0105014730	4330	TESTS/SCORING	4,544.00
						CHECK TOTAL:	4,544.00
00392128	11/02/17	Staples Advantage	MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	54.26
			MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	112.51
			MISC OUTSIDE VENDOR	0106015455	5860	MISC OUTSIDE VENDOR	85.42
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	-102.47
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	158.63
			MATERIALS & SUPPLIES-INSTRUCT	0105011012	4310	MATERIALS & SUPPLIES-INS	111.73
			MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	27.22
						CHECK TOTAL:	447.30
00392129	11/02/17	Thompson Engineering	ELECTRICAL REPAIRS	0108477408	5661	ELECTRICAL REPAIRS	336.15
						CHECK TOTAL:	336.15
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							30,417.27
GRAND TOTAL							30,417.27

SELECT Check ID's and Numbers: 760 ; Check Dates: 110317

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
00392130	11/03/17	Able Window Cleaning	CONTRACT SERVICES	0102477408	5610	CONTRACT SERVICES	600.00
						CHECK TOTAL:	600.00
00392131	11/03/17	Alpenspruce Education	ANNUAL SOFTWARE LICENSE FEE	0113017175	5805	ANNUAL SOFTWARE LICENSE	800.00
						CHECK TOTAL:	800.00
00392132	11/03/17	American Red Cross - H	MISC OUTSIDE VENDOR	0110397140	5860	MISC OUTSIDE VENDOR	755.55
						CHECK TOTAL:	755.55
00392133	11/03/17	Atkinson Andelson Loya	SEPTEMBER 2017	0110397140	5835	LEGAL EXPENSE	1,509.51
			SEPTEMBER 2017	0102397400	5835	LEGAL EXPENSE	4,471.69
						CHECK TOTAL:	5,981.20
00392134	11/03/17	B & H Photo Video Inc.	MATERIALS & SUPPLIES-INSTRUCT	0106011008	4310	MATERIALS & SUPPLIES-INS	594.80
			EQUIPMENT - NEW	0106015040	4410	EQUIPMENT - NEW	2,795.00
			EQUIPMENT - NEW	0106015060	4410	EQUIPMENT - NEW	1,791.00
						CHECK TOTAL:	5,180.80
00392135	11/03/17		SEPTEMBER 2017	0104632900	5878	PARENT REIMBURSEMENT (LE	750.00
						CHECK TOTAL:	750.00
00392136	11/03/17	Center for Drug Free C	MISC OUTSIDE VENDOR	0108011005	5860	MISC OUTSIDE VENDOR	2,665.00
						CHECK TOTAL:	2,665.00
00392137	11/03/17	Dan's Thermal Services	CONTRACT SERVICES	0106477408	5610	CONTRACT SERVICES	127.50
						CHECK TOTAL:	127.50
00392138	11/03/17	Ganahl Lumber	GENERAL SUPPLIES-NON INSTRUCT	0105091012	4340	GENERAL SUPPLIES-NON INS	1,939.40
						CHECK TOTAL:	1,939.40
00392139	11/03/17	Greek, Douglas B.	OTHER MAINTENANCE SERVICES	0105477408	5692	OTHER MAINTENANCE SERVIC	180.00
			OTHER MAINTENANCE SERVICES	0108477408	5692	OTHER MAINTENANCE SERVIC	1,080.00
						CHECK TOTAL:	1,260.00
00392140	11/03/17	Industrial Cleaning Sy	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	868.71
						CHECK TOTAL:	868.71
00392141	11/03/17	Margaretich, Kathleen	MATERIALS & SUPPLIES-INSTRUCT	0107011005	4310	MATERIALS & SUPPLIES-INS	164.01
						CHECK TOTAL:	164.01
00392142	11/03/17	New Dimension General	ELECTRICAL REPAIRS	0113478640	5661	ELECTRICAL REPAIRS	4,180.00
						CHECK TOTAL:	4,180.00
00392143	11/03/17	OC Human Relations Cou	CONSULTANTS-INSTRUCTIONAL	0102015380	5830	CONSULTANTS-INSTRUCTIONA	2,500.00

SELECT Check ID's and Numbers: 760 ; Check Dates: 110317

Check #	Register	Payee Name	Description	Key	Object	Object Description	Check Amount
CHECK TOTAL:							2,500.00
00392144	11/03/17	OCDE	OUTSIDE PRINTING	0110397140	5870	OUTSIDE PRINTING	781.19
CHECK TOTAL:							781.19
00392145	11/03/17	PACWEST AIR FILTER	HVAC	0102477408	5660	HVAC	47.61
			HVAC	0107477408	5660	HVAC	504.99
			HVAC	0105477408	5660	HVAC	70.66
			HVAC	0106477408	5660	HVAC	975.71
CHECK TOTAL:							1,598.97
00392146	11/03/17	Smardan Supply Co	PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	308.18
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	388.84
			PLUMBING REPAIRS	0102477408	5662	PLUMBING REPAIRS	-0.01
CHECK TOTAL:							697.01
00392147	11/03/17	Systems Waterproofing	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	750.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	6,990.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	6,990.00
			CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	6,990.00
CHECK TOTAL:							21,720.00
00392148	11/03/17	The University of Texa	MATERIALS & SUPPLIES-INSTRUCT	0102014100	4310	MATERIALS & SUPPLIES-INS	3,000.00
CHECK TOTAL:							3,000.00
00392149	11/03/17	Varidesk LLC	EQUIPMENT - NEW	0102395980	4410	EQUIPMENT - NEW	533.37
			EQUIPMENT - NEW	0102395980	4410	EQUIPMENT - NEW	404.07
CHECK TOTAL:							937.44
00392150	11/03/17	VERTICAL TRANSPORT INC	CONTRACT SERVICES	0105477408	5610	CONTRACT SERVICES	1,150.00
CHECK TOTAL:							1,150.00
TOTAL FOR STOCK 76 Laguna Beach's check stock ID							57,656.78
GRAND TOTAL							57,656.78

Laguna Beach Unified School District

13.i. CONSENT/ACTION

November 14, 2017

**Approval: Ratification of Certificated Payroll 4A in the Amount of \$2,242,069.68
Ratification of Classified Payroll 4B in the Amount of \$770,510.83**

Proposal

Staff proposes the Board of Education ratify the expenditure of funds from the General Fund to cover:

1. Certificated Payroll 4A in the amount of \$2,242,069.68; and,
2. Classified Payroll 4B in the amount of \$770,510.83 for the month of October 2017 totaling \$3,012,580.21.

Background

Payroll is in conformity with the annual All Funds Budget adopted by the Board of Education.

Recommended Action

Staff recommends the Board of Education approve:

1. Certificated Payroll 4A in the amount of \$2,242,069.68; and,
2. Classified Payroll 4B in the amount of \$770,510.83 for the month of October 2017 totaling \$3,012,580.21.

Laguna Beach Unified School District

13.j. CONSENT/ACTION

November 14, 2017

Approval: Quarterly Report – Board Policy 3002 – Investments

Proposal

Staff proposes the Board of Education approve the attached Investment Report as per Board Policy No. 3002 – Investments.

Background

Senate Bill 564 added Government Code section 53646 requiring the chief fiscal officer of each local agency in California to annually render a statement of investment policy and to render quarterly reports to the governing board with respect to the agency's investments. A District Investment Policy was adopted at the October 22, 2002 regular Board meeting.

In addition to reviewing the wording in the bill, there has been an advisory issued from School Legal Services regarding implementation of the requirements in SB564.

Government Code Section 53646 (e) states: "If a local agency has placed all of its investments in...a county investment pool...the chief fiscal officer may supply to the governing body...the most recent statement or statements received by the local agency from these institutions..."

A memo from School Legal Services to districts says, "In most cases, districts in Orange County would be able to rely on the provisions of Section 53646 (e) and provide the most recent statements received by the local agency from the county treasurer. Only in cases where districts have invested surplus funds outside the county treasury, LAIF, or a bank or savings and loan will districts be required to prepare an individualized written report."

On July 3, 1995, the Office of the Treasury-Tax Collector established a separate bank and custody account entitled the Orange County Educational Investment Pool for public education funds. Available at the District Office for review is the September 2017 Treasurer's Management Report from the Orange County Treasurer's Office and the September 2017, bank statements for District funds held outside the County Treasury.

Government Section 53646 (b)(2) states: "the quarterly report shall state compliance of the portfolio to the statement of investment policy." Under section 3430(b), the investment policy specified that the District shall deposit in the Orange County Treasury, pursuant to Education Code section 41001, to be placed to the credit of the proper fund, all General funds, Adult Education funds, Cafeteria funds, Deferred Maintenance funds, General Obligation Bond funds, Capital Facilities funds, Developer Fees, School Facilities funds, Special Reserve funds, and Foundation Trust funds.

The District and the Orange County Treasury shall make investments of all such funds within the requirements of the "Prudent Investor Rule" in California Probate Code section 16045 et seq.

Budget Impact

District monies are deposited in compliance with Board Policy 3002 – Investments.

Recommended Action

Staff recommends the Board of Education approve the report on District investments and certify that the method of investments is in compliance with the District investment policy.

Quarterly Financial Investment Report
Pursuant to Government Code Section 53646 and
Board Policy No. 3002 – Investments

September 30, 2017

As of September 30, 2017, Laguna Beach Unified School District had the following deposits:

<u>At the Orange County Treasury</u>	
General Fund	\$ 6,221,167
Adult Education	58,020
Cafeteria Fund	166,305
Special Reserve Other Than C/O	10,161,229
Capital Facilities Fund	313,330
Special Reserve Fund – FRRP	88,004
Special Reserve – Aliso Property	5,235,036
Special Reserve – Capital Imp Plan	<u>3,100,135</u>
Total in County Treasury	\$25,343,226
<u>At Wells Fargo Bank</u>	
LBUSD Revolving Cash Account	\$ 42,197
Miscellaneous Clearing Account	162,448
Cafeteria Fund Clearing Account	57,115
Thurston Student Body Account – Checking	<u>14,977</u>
Total in Wells Fargo Bank	\$ 276,737
<u>At Citizen's Business Bank</u>	
Laguna Beach High School Student Body Account – Checking	\$ 128,000
Laguna Beach High School Student Body Account - Savings	<u>79,857</u>
Total in Citizen's Business Bank	\$ 207,857
<u>At U.S. Bank</u>	
Community Facilities District No. 98-1 (Crystal Cove) Bond Administration Fund	\$ 53,829
<u>CalPERS</u>	
CERBT Strategy 3	\$ 2,767,482

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
 FOR THE MONTH AND QUARTER ENDED: September 30, 2017

INVESTMENT STATISTICS - By Investment Pool*						
DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 9/30/17	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
COMBINED POOL BALANCES (includes the Extended Fund)						
Orange County Investment Pool (OCIP)	MARKET Value \$ 3,861,840,310	354	1.14%	1.15%	1.11%	1.00
	COST (Capital) \$ 3,876,855,279					
	MONTHLY AVG Balance \$ 3,855,856,727					
	QUARTERLY AVG Balance \$ 3,875,715,219					
	BOOK Value \$ 3,870,073,483					
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$ 4,317,321,454	323	1.14%	1.14%	1.11%	1.00
	COST (Capital) \$ 4,332,462,219					
	MONTHLY AVG Balance \$ 4,306,132,604					
	QUARTERLY AVG Balance \$ 4,516,044,148					
	BOOK Value \$ 4,325,452,348					
INVESTMENT STATISTICS - Non Pooled Investments **						
DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE				
Specific Investment						
Funds:	MARKET Value \$ 84,442,005	John Wayne Airport Investment Fund 48,533,046				
283, 505, 650 FVSD	COST (Capital) \$ 84,463,196	Fountain Valley School District Fund 40 34,848,650				
	MONTHLY AVG Balance \$ 86,369,982	Repurchase Agreement 1,081,500				
	QUARTERLY AVG Balance \$ 115,456,429					
	BOOK Value \$ 84,477,951					
		\$ 84,463,196				
MONTH END TOTALS						
INVESTMENTS & CASH		FUND ACCOUNTING & SPECIFIC INVESTMENTS				
COUNTY MONEY MARKET FUND (OCMMF)						
County Money Market Fund	\$ 884,956,161	OCIP \$ 3,901,824,025				
County Cash	24,968,746	OCEIP 4,336,362,264				
EXTENDED FUND	6,005,439,118	Specific Investment Funds 84,463,196				
EDUCATIONAL MONEY MARKET FUND (OCEMMF)		Non Pooled Cash 20,950,550				
Educational Money Market Fund	1,318,922,219					
Educational Cash	3,900,045					
NON POOLED INVESTMENTS						
Non Pooled Investments @ Cost	84,463,196					
Non Pooled Cash	20,950,550					
	\$ 8,343,600,035	\$ 8,343,600,035				
KEY POOL STATISTICS						
INTEREST RATE YIELD		WEIGHTED AVERAGE MATURITY (WAM)				
OCMMF - MONTHLY GROSS YIELD	1.05%	OCMMF 54				
OCEMMF - MONTHLY GROSS YIELD	1.06%	OCEMMF 48				
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD	1.08%	JOHN WAYNE AIRPORT WAM 66				
OCIP - YTD NET YIELD***	1.05%	LGIP WAM (Standard & Poors) 43				
OCEIP - YTD NET YIELD***	1.04%					
90-DAY T-BILL YIELD - MONTHLY AVERAGE	1.04%					

Laguna Beach Unified School District

13.k. CONSENT/ACTION

November 14, 2017

Approval: Establishment of Annual Organizational Meeting

Proposal

As required by Education Code Section 35143 the Board of Education shall select the day and time to conduct its annual organizational meeting.

Background

The governing board of each school district is required by Education Code to hold an annual organizational meeting within a prescribed 15-day period. For 2017, this 15-day period is from December 1, through December 15, 2017. Education Code further requires that this annual meeting time be selected at the regularly scheduled Board meeting held immediately prior to the first day of the 15-day period.

Action

The purpose of the annual organizational meeting is to elect one Board Member to the position of *President of the Board* and one Board Member to the position of *Clerk of the Board*. In addition, per Board Bylaw 9100, the Board shall appoint the *Secretary to the Board of Education*.

Following the election of the Board President and Board Clerk, and the appointment of the Secretary to the Board of Education, Board committee positions shall be filled and meeting dates for 2017 shall be set.

Budget Impact

There is no budget impact.

Recommended Action

In accordance with Education Code Sections 35143, staff recommends the Board of Education establish the day and time to hold its annual organizational meeting in conjunction with the regularly scheduled Governing Board meeting to be held December 12, 2017, at 6:00 P.M. in the District Office, 550 Blumont Street, Laguna Beach, California.

Laguna Beach Unified School District

13.1. CONSENT/ACTION

November 14, 2017

Approval: Continuation of the Memorandum of Understanding (MOU) with Orange County Department of Education (OCDE) for the Teacher Induction Program for the 2017-2018 School Year in the estimated amount of \$12,037

Proposal

Staff proposes that the Board of Education approve the MOU with OCDE to continue participation in a Consortium to implement the Orange County Teacher Induction Program (formerly BTSA) with the following school districts: Centralia, Cypress, Fountain Valley, GOALS Academy, Laguna Beach, Los Alamitos, Magnolia, Newport-Mesa, Orange County Educational Arts Academy, Orange County School of the Arts, Magnolia Charter School, OCDE's Alternative Education Programs, and participating private schools enrolled through private school partnerships throughout Orange County.

Background

Senate Bill 2042 resulted in significant reforms in California's teacher preparation and credentialing system designed to support beginning teachers in their acquisition of the knowledge, skills, and core values necessary to become highly qualified professionals who effectively impact student achievement. The Teacher Induction Program is a two-year program which supports participating schools' teachers in clearing their preliminary multiple and/or single subject credentials.

Budget Impact

The estimated cost of the Teacher Induction Program for the 2017-2018 school year is \$12,037. The estimated budget impact to LBUSD for this program is \$10,237. The difference of \$1,800 is reimbursed to LBUSD by OCDE.

Recommended Action

Staff recommends the Board of Education approve the continuation of the MOU with OCDE to be part of a Consortium to implement the Orange County Teacher Induction Program at LBUSD.

Orange County Superintendent of Schools
Institute for Leadership Development

Orange County Department of Education Teacher Induction Program

MEMORANDUM OF UNDERSTANDING

2017 - 2018

This Memorandum of Understanding (MOU) is entered into this 1st day of July, 2017, by and between the Orange County Superintendent of Schools, hereinafter referred to as SUPERINTENDENT, and Laguna Beach Unified School District, hereinafter referred to as “participating school district/school”, and Azusa Pacific University, Brandman University and California State University, Fullerton hereinafter referred to as “Participating Institution of High Education (IHE)”, to form a Consortium, supporting qualifying teachers through the OCDE Teacher Induction Program.

A. PURPOSE

The purpose of this MOU is to establish a formal working relationship between the parties to this MOU and to set forth the operating conditions that will govern the OCDE Teacher Induction Program Consortium. Consortium members shall include but not be limited to the following participating school districts: Centralia School District, Cypress School District, Downey Unified School District, Fountain Valley School District, GOALS Academy, Huntington Beach City School District, Laguna Beach Unified School District, Los Alamitos Unified School District, Magnolia School District, Newport-Mesa Unified School District, Ocean View School District, Orange County Educational Arts Academy, Orange County School of the Arts, the Orange County Department of Education’s Alternative, Community & Correctional Education Schools and Services (ACCESS) Program, Westminster School District, and participating private schools enrolled through private school partnerships throughout Orange County.

B. GOALS

The goal of the OCDE Teacher Induction Program Consortium is to provide quality professional development and support to candidates required by the Commission on Teacher Credentialing to clear their preliminary multiple and/or single subject credentials through a CTC – approved Induction program. This support is provided by trained mentors who engage candidates in reflective practice and just in time support.

C. PARAMETERS

1. The term of this MOU shall commence on July 1, 2017 and end on June 30, 2018.
2. Contract monitoring responsibilities for this MOU shall rest with the SUPERINTENDENT.

D. RESPONSIBILITIES – General

1. The OCDE Induction Advisory Council is comprised of a senior level administrator from each General Education participating school/ district, at least one representative from the private school collaborative, at least one representative from the Education Specialist Induction Program, a representative from each of the participating Institutions of Higher Education (IHE), and the SUPERINTENDENT's designee; the Manager of the Institute for Leadership Development. Responsibilities of the Advisory Council are as follows:
 - a. Meet a minimum of three (3) times during the term of this MOU to review the design and implementation of the Induction Programs;
 - b. Provide operational leadership guidance for the Induction Programs; and
 - c. Review all required reports and documents, as required by the Commission on Teacher Credentialing, with the Manager of the Institute for Leadership Development & I.L.D. program staff.
2. SUPERINTENDENT agrees to the following:
 - a. Serve as Lead Educational Agency (LEA) of the Consortium.
 - b. Serve as the fiscal agent.
 - c. Serve as a contact among state agencies, participating school districts, participating charter schools, private schools and participating IHE's.
 - d. Serve as a clearinghouse for information, data collection and reporting requirements.
 - e. Employ a full-time Manager, full-time Program Specialist, an Administrative Assistant and a Program Data Technician to provide direction and support for the OCDE Teacher Induction Program.
 - f. Provide administration, management and coordination of project activities as described in the California Induction Common and Program Standards as well as guidelines of SB 2042.
 - g. Provide workspace for all OCDE Teacher Induction Program staff and secretarial support.
 - h. Provide all program materials to each participating school's Mentors, and to all candidates enrolled in the OCDE Teacher Induction Program.
 - i. Provide professional development and mentoring support to all candidates enrolled in the OCDE Teacher Induction Program.
 - j. Provide reimbursement for up to two (2) substitute days per candidate not to exceed the sum of One Hundred Fifty dollars (\$150) per substitute day. *Please note: documentation confirming the use of those sub days, along with an invoice, must be submitted to OCDE no later than May 30th, 2018. See Exhibit A.*

- k. Provide appropriate training(s) for one (1) Lead Mentor from each school/district, for Mentors assigned to candidates, and for those individuals identified by the OCDE Induction Advisory Council as future Induction Program leaders.
- l. Upon completion of the responsibilities defined in the 2017-2018 Mentor Agreement, each Mentor will be paid a stipend in the amount of One thousand eight hundred dollars (\$1,800) per candidate served. Should a candidate or Mentor leave the Consortium prior to the end of the school year, the stipend due to the Mentor shall be prorated at a rate of \$180 per month of mentor support provided. *Please note: Mentors will not receive additional compensation for mileage.* See Exhibit B.
- m. Provide each participating school district/collaborative a Lead Mentor stipend based on the number of candidates for which the Lead Mentor has oversight responsibilities as represented in the scale below:

1 – 5	Candidates	\$1, 800.00
6 – 10	Candidates	\$2, 300.00
11 – 15	Candidates	\$2, 800.00
16 – 20	Candidates	\$3, 300.00
21 – 25	Candidates	\$3, 800.00
26 – 30	Candidates	\$4, 300.00
31 – 35	Candidates	\$4, 800.00
36 – 40	Candidates	\$5, 300.00
41 – 45	Candidates	\$5, 800.00
46 – 50	Candidates	\$6, 300.00

**For every additional 5 Candidates enrolled, the Lead Mentor stipend will be increased by \$500.00.*

- n. Provide each participating school/district an Assistant Lead Mentor stipend when the candidate enrollment exceeds twenty five. The stipend is based on the number of candidates for which the Lead Mentor has oversight responsibilities as represented in the scale below:

26 – 30	Candidates	\$1, 000.00
31 – 35	Candidates	\$1, 200.00
36 – 40	Candidates	\$1, 400.00
41 – 45	Candidates	\$1, 600.00
46 – 50	Candidates	\$1, 800.00

**For every additional 5 Candidates enrolled, the Assistant Lead Mentor stipend will be increased by \$200.00.*

In the event that the district enrollment exceeds twenty-five (25) candidates, the school/district may opt to establish Co-Leads, in lieu of one Lead Mentor and Assistant Lead Mentor. In this case, the school/district will receive the combined amount (Lead Mentor stipend + Assistant Lead Mentor stipend) to divide equally among the two Co-Leads. Co-Leads must be established prior to the start of the program year.

Finally, in the event that an Assistant Lead Mentor is needed, for short-term support, due to extenuating circumstances and candidate enrollment is less than twenty-five (25), the OCDE Induction Advisory Council may approve a \$500 stipend that will be paid to an identified individual to secure that support.

- o. Provide mentor support for those candidates hired after the close of enrollment and who must postpone their participation in an Induction program until the following academic year. Upon completion of the responsibilities defined in the 2017-2018 Support Mentor Agreement, each Support Mentor will be paid a stipend in the amount of One hundred twenty dollars (\$120) per month, per candidate served. See Exhibit C.
 - p. Provide training for participating school/district Site Administrators in support of the California Standards for the Teaching Profession (CSTP), the Institute for Leadership Development's eight (8) identified Candidate Competencies, Induction Program Standards and/or other current educational issues.
 - q. Establish one (1) monthly Lead Mentor meeting from August – April to review program content and address Mentor needs. The OCDE Teacher Induction Program will reimburse the participating school/district at a rate not to exceed the sum of One Hundred Fifty dollars (\$150) per substitute day used by the Lead Mentor.
 - r. Establish an Assessor Cadre to review and assess candidate competence as measured by specific program assessments. All Returning Mentors are required to serve as a mentor assessor in a minimum of one (1) and maximum of three (3) Cadre sessions during the program year. The OCDE Teacher Induction Program will reimburse the participating school/district for substitute coverage at rate not to exceed the sum of One Hundred Fifty dollars (\$150) per substitute day by the Assessor.
 - s. Establish a cadre of Just-in-time mentors who will provide virtual support, in content areas, on an as needed basis. The OCDE Teacher Induction Program will compensate these mentors at a rate of \$60 per documented hour of support.
 - t. Convene and facilitate the OCDE Induction Advisory Council meetings.
 - u. Organize and facilitate OCDE Teacher Induction Program evaluations. Establish and maintain accurate records for the OCDE Teacher Induction Program. Submit required reports and documents to appropriate agencies as requested.
3. SCHOOL DISTRICTS AND INDEPENDENT SCHOOLS COVERING TUITION COSTS FOR THEIR CANDIDATES agree to do the following:
- a. Remit payment of \$3,600 per Candidate with their school or district by May 1, 2017.
 - b. Remit payment of \$180 per month for mentor support provided to candidates hired after the close of enrollment, but are required by the Commission on Teacher Credentialing to receive these services.

- c. Identify a senior level administrator with decision making authority to serve as the school/district's "point of contact" for the OCDE Teacher Induction program. This individual will sit on the OCDE Induction Advisory Council and adhere to the decisions made by the Council regardless of whether he/she is present during Council sessions. *Please note: In the case where this individual cannot attend the Council meeting, a designee will be sent to represent this school/district or independent school.*
- d. Support the identification of the Lead Mentor by the Manager of the Institute for Leadership Development. The Lead Mentor will attend appropriate meetings, monitor the implementation of the defined Induction program design and complete all required paperwork in a timely manner.
- e. Assist the Manager of the Institute for Leadership Development in the recruitment and enrollment of perspective candidates according to commission-defined criteria for eligibility. Those individuals responsible for the initial eligibility screening are to be current in their understanding of CTC regulations and procedures.
- f. Ensure that all newly-enrolled candidates participate in an advisement session and attend an initial orientation meeting that follows the OCDE Teacher Induction Program orientation protocol.
- g. Ensure that all candidates participate in appropriate training(s).
- h. Assist the Manager of the Institute for Leadership Development in the recruitment and selection of Mentors according to the established OCDE Induction Program criteria and process.
- i. Ensure that all Mentors understand the requirements of the OCDE Induction Program as defined for candidates and Mentors.
- j. Ensure that all Mentors attend all professional development required as defined for each mentor track i.e.; New Mentor or Returning Mentor.
- k. Ensure the appropriate tracking of all Substitute coverage used for the OCDE Induction Program and remit an invoice reflecting all Substitute coverage reimbursement on or before May 30th, 2018. OCDE will approve the invoice and release the funds no later than June 30th, 2018. OCDE reserves the right to make additional adjustments based on confirmed use of Substitute days.
- l. Upon receipt of the detailed disbursement document, each school/district will create an invoice for the total disbursement amount and send it to OCDE no later than May 1st, 2018. OCDE will approve the disbursement and release the funds no later than June 30th, 2018. OCDE reserves the right to make additional adjustments to final disbursement amount based on fulfillment of defined professional development responsibilities. Upon receipt of funds, the independent school or member district will issue Mentor stipends for the amounts defined in the final disbursement letter that accompanies the funds. This will be done by the school/district within fourteen days of receiving said funding.

- m. Provide training space when requested by SUPERINTENDENT as part of their collaborative contribution.
 - n. Participate in the evaluation of SB 2042 standards of the Induction Program.
 - o. Ensure that all Site Administrators who supervise an OCDE Teacher Induction Candidate participate in the following: Triad Meetings, Annual Site Administrator Update Session, Exit Presentations, End-of-Year Colloquium and all program evaluations.
4. PARTICIPATING INSTITUTIONS OF HIGHER EDUCATION (IHE) agree to the following:
- a. Appoint a liaison who will fulfill the roles and responsibilities of a university program co-sponsor as specified in the Induction Program Preconditions & Standards.
 - b. Require the liaison to serve as a member of the OCDE Induction Advisory Council and attend all OCDE Induction Advisory Council meetings.
 - c. Provide current research regarding effective teacher induction practices, teacher retention, and Induction Program standards as might be requested by the OCDE Induction Advisory Council.
 - d. Participate in the development, assessment, and evaluation of the Induction Program.
 - e. Provide information to Consortium participants regarding university program opportunities as appropriate.
 - f. Facilitate appropriate support services as identified by the OCDE Induction Advisory Council and program staff.

E. RESPONSIBILITIES – Fiscal

1. SUPERINTENDENT, in its capacity of LEA, agrees to the following:
- a. Assume overall fiscal responsibility for the administration of all funds received, to include submission of year-end expenditure reports, and any other documentation sought by the California Department of Education (CDE) and/or the Commission on Teacher Credentialing (CTC).
 - b. Develop and maintain a budget that allocates funds sufficient to meet the costs of implementing program requirements as described above.
 - c. Monitor all budget expenditures and funds accordingly to established policies and procedures outlined by the funding agency.
 - d. In the event that a candidate chooses to withdraw from the OCDE Teacher Induction Program, that school/district will be financially responsible for reimbursing the program

for any costs incurred during that teacher's enrollment. This may include, but not be limited to the cost of materials, trainings and Mentor compensation.

- e. The obligation of SUPERINTENDENT under this MOU is contingent upon the availability of funds furnished through tuition monies collected. In the event that such funding is terminated or reduced, this MOU may be terminated and SUPERINTENDENT'S fiscal obligations hereunder shall be limited to a pro-rated amount of funding actually received by the SUPERINTENDENT. SUPERINTENDENT shall provide the participating school district written notification of such termination. Notice shall be deemed given when received by the participating school district no later than three (3) days after the day of mailing. The address to which notices or demands may be given to either party may be changed by written notice given in accordance with the notice provisions of this section. As of the date of this MOU, the addresses of the parties are as follows:

PARTICIPATING SCHOOL/DISTRICT: Laguna Beach Unified School District
550 Blumont Street
Laguna Beach, California 92651
Attn: _____

SUPERINTENDENT: Orange County Superintendent of Schools
200 Kalmus Drive
Costa Mesa, California 92626
Attn: Patricia McCaughey

F. SHARED ACCOUNTABILITY

1. In order to ensure that all candidates have the opportunity to participate in program activities, SUPERINTENDENT and the Participating School and/or districts agree to the following:
 - a. Develop strong communication links among all parties to this MOU, so that all information distributed is accurate and timely.
 - b. Distribute documentation regarding the roles and responsibilities of candidates, Mentors, and School Site Administrators annually.
 - c. Partner to provide training for ALL Site Administrators that focuses on the Induction Program Standards, California Standards for the Teaching Profession, the eight (8) Institute for Leadership Development Candidate Competencies, Induction Program Standards and/or other current educational issues.
 - d. Collaborate in stakeholder meetings with candidates and Mentors to make program recommendations and revisions.
 - e. Jointly develop and maintain records and documentation of activities/trainings conducted by the OCDE Teacher Induction Program.

G. TERMS AND CONDITIONS.

1. Any and all products developed for the OCDE Teacher Induction Program are the exclusive property of the Orange County Superintendent of Schools and the right to disseminate, market, or otherwise use the products shall only be with the express prior written permission of the SUPERINTENDENT.
2. Either party may terminate this MOU, with or without cause, upon thirty (30) days written notice served upon the other party. Notice shall be deemed given when received by the other party, no later than three (3) days after the day of mailing, whichever is sooner.

Orange County Superintendent of Schools

Laguna Beach Unified School District

By: _____

Authorized Signature

By: _____

Authorized Signature

Printed Name Patricia McCaughey

Printed Name: _____

Title: Administrator

Title: _____

Date: October 23, 2017

Date: _____

LagunaBeachUSD-TeacherInduction-Tuition(45159)18
Zip9



Orange County Department of Education
Institute for Leadership Development
Teacher Induction Programs



2017 - 2018
Substitute Teacher Coverage Confirmation

Name: _____ District/School: _____

I am a (select one):
☐ Candidate
☐ Mentor

Date Sub needed: _____ for (select one):
☐ a full day
☐ a half day
☐ # of hours: _____

I secured a sub so that I could complete:

- ☐ Observe my Candidate (My Candidates' name is _____)
- ☐ Participate in a Focus Teacher Observation
- ☐ Lead Mentor Meeting

Signature of Individual Submitting this documentation: _____

Date of submission: _____

Signature of School Personnel*: _____

Print Name of School Personnel: _____

*This is to confirm that a substitute teacher was secured
and should be signed by the appropriate party.

Candidates and Mentors are to submit completed document ELECTRONICALLY to
Nicole Stephenson @ nstephenson@ocde.us immediately following the use of the sub.



Orange County Department of Education
Institute for Leadership Development
 Teacher Induction Program



2017-18 Mentor Agreement: General Education

I agree to serve as an Induction Mentor for the Orange County Teacher Induction program. I understand that I am making a two-year commitment to this program. As an Induction Mentor, I will develop and sustain a relationship with each Induction candidate I am assigned to, built upon collaboration and reflection. Upon successful completion of these agreements, I will receive a \$1,800.00 Mentor stipend.

Work with Gen Ed Induction candidate (Please initial your agreement on each line.)

- ___ meet **one-on-one** with each assigned Induction candidate for a minimum of one (1) hour per week
- ___ assist in the formulation of each assigned Induction candidate's Individualized Learning Plan;
- ___ assist in the collection of evidence documenting the application of each assigned Induction candidate's professional growth in his/her classroom;
- ___ facilitate each semester Triad meeting with the Site Administrator and Induction candidate;
- ___ assist in the identification of each assigned Induction candidate's driving question, the identification of three appropriate Case Study Students and the development of his/her Inquiry Project proposal;
- ___ conduct a classroom observation one time per semester for each candidate;
- ___ oversee each assigned Induction candidate's efforts in generating an **electronic portfolio** that demonstrates his/her competence as defined by the California Standards of the Teaching Profession, and the Institute for Leadership Development's Eight Candidate Competencies; and
- ___ participate in each end-of-semester reviews and the Induction candidate's Exit Presentation/Colloquium.

Documentation (Please initial your agreement on each line.)

- ___ identify a Mentor goal that will serve as a focus for my work in supporting Induction candidates;
- ___ complete all program assessments posted on www.Inductionsupport.com ;
- ___ maintain the Mentor Log used to document reflective conversations and support provided to the Induction candidate;
- ___ complete all Induction tools that have been defined in the Induction program design.

Professional Development (Please initial your agreement on each line.)

- ___ attend and actively participate in (3) Mandatory Mentor training sessions;
- ___ attend and actively participate in all scheduled Network meetings;
- ___ serve as an Assessor on at least one (1) Assessor Cadre during the program year (Returning Mentors only);
- ___ participate in ongoing online Forum discussions through www.Inductionsupport.com

 Mentor Name (Please print)

 Date

 Signature

 School/District



Orange County Department of Education
Institute for Leadership Development
Teacher Induction Program



2017-18 Support Mentor Agreement: Gen Ed

I agree to serve as a Support Mentor for the Orange County Teacher Induction program. I understand that I am making a two-year commitment to this program. As a Support Mentor, I will develop and sustain a relationship with future Induction candidates who, due to their late hire, cannot enroll in the OCDE Teacher Induction Program until the next academic year. Upon successful completion of these agreements, I will receive my Mentor stipend at a rate of \$120.00 for each month of support provided per candidate I am assigned to.

Work with future Gen Ed Induction candidate (Please initial your agreement on each line.)

- ___ assist the candidate in establishing and maintaining an effective classroom management system;
- ___ meet **one-on-one** with each assigned candidate for a minimum of one (1) hour per week
- ___ assist the candidate in planning instruction;
- ___ assist the candidate in identifying appropriate assessments and using those instruments to assess student learning;
- ___ assist the candidate in analyzing data to confirm student learning and subsequent learning needs;
- ___ assist the candidate in defining and providing a system of instructional interventions for at-risk students;
- ___ assist the candidate in developing collaborative relationships with his/her teaching colleagues;
- ___ assist the candidate in developing relationships with the parents and families of the students they serve: and
- ___ assist the candidate in identifying and participating in appropriate professional development to support the evolution of his/her instructional practice.

Documentation (Please initial your agreement on each line.)

- ___ maintain the Mentor Log used to document reflective conversations and support provided to the assigned candidate(s);

Professional Development (Please initial your agreement on each line.)

- ___ attend and actively participate in one 2-hour ENCOMPASS session (New Mentors only).

Mentor Name (Please print)

Date

Signature

School/District

Laguna Beach Unified School District

14. INFORMATION

November 14, 2017

Update on Alternative Programs in LBUSD

Background

At the June 13, 2017 School Board meeting the Board of Education voted to suspend the Community Learning Center (CLC) alternative program located at Top of the World Elementary for the 2017-18 school year. During that meeting, district staff were directed by the School Board to solicit interest from certificated teaching staff regarding alternative programs in Laguna Beach Unified School District for the 2018-19 school year including but not limited to CLC.

California Education Code 58503 requires that teachers volunteer to be a part of any alternative programs in a school district. District staff presented the opportunity to establish an alternative program and identify potential volunteers at staff meetings at each district school. A follow up meeting was provided on October 17, 2017 for all certificated staff who were interested and wanted more information regarding potential alternative program opportunities.

The California Department of Education states that, "The purpose of alternative schools and programs of choice is to provide different means of achieving grade-level standards and meeting students' needs." Upon further discussion with the teachers who attended the October 17th meeting, it was determined that their interest was regarding summer enrichment/enhancement and potential new course offerings at the high school and not an alternative program by the California Department of Education definition of alternative programs/schools.

No teachers have volunteered to continue the Community Learning Center program, nor have any teachers volunteered to establish a new alternative program in Laguna Beach Unified School District for the 2018-19 school year.

Recommendation

Board of Education provide direction to staff regarding status of the Community Learning Center for 2018-19 school year.

Laguna Beach Unified School District

15. INFORMATION

November 14, 2017

Special Education Department Update

Proposal

Staff will present a Special Education update to include District facts, site level highlights and department goals.

Background

The District continues to actively serve students with disabilities within our District boundaries. The annual department goals and priorities of the special education division align to District initiatives. Our focus continues to be strengthening our ability to maximize all student's potential.

Budget Impact

There is no budget impact.

Recommended Action

Staff recommends that the Board of Education receive the report on the Special Education Department Update.

Laguna Beach Unified School District

16. INFORMATION

November 14, 2017

Presentation of the Local Control and Accountability Plan (LCAP) Progress and Stakeholder Engagement

Proposal

Staff will present an update to the Board of Education to share the progress and the stakeholder involvement in the preparation of the 2017-18 LCAP.

Background

The LCAP is a continuous improvement plan. Though the LCAP is now a static, three year plan, it is a working document meant to change and adapt to meet the needs of all students through data-informed decision-making and stakeholder input. The LCAP is also a critical part of the Local Control Funding Formula (LCFF). The LCAP shows the alignment of LBUSD curriculum, instruction, assessment, and interventions with the eight state priorities. It is comprised of goals that focus District practices and resources to ensure students are college and career ready upon graduation. These five goals are:

1. Increase student academic achievement and social and emotional strength through collaboration, critical thinking, creativity, and communication
2. All students will gain the knowledge and skills to be college and career ready through a wide variety of academic and enrichment opportunities
3. Professional development focused on 21st Century teaching and learning
4. Safe, attractive, clean, well-equipped learning environments for all students that promote critical thinking, collaboration, creativity, and communication
5. All stakeholders will be engaged in the learning process by promoting a variety of opportunities for parents, students, staff and the community that strengthen communication and meaningful participation

To create the plan, school districts must engage parents, educators, employees and the community. LBUSD is focused on improving communication and involvement of all stakeholders, through stakeholder information meetings, stakeholder surveys, focus groups, School Messenger, the school and district websites, stakeholder advisory groups, and School Site Council meetings.

The 2017-18 LCAP timeline illustrates the District's commitment to ensuring data informed decision-making and stakeholder involvement in the LCAP process. This process includes data analysis with administrators and site stakeholder groups. From this data analysis and input from stakeholder groups, the School Site Councils create goals, actions, and services to meet the needs of all students at each site. This information is then compiled into the actions and services for the District LCAP, which is shared with PTAs, DELAC, LCAP Advisory, teachers, students, and the School Board in order to create a collaborative plan, illustrating the ideas and feedback of all stakeholder groups.

Budget Impact

There is no budget impact for this report.

Recommended Action

No action is required. This presentation is for information purposes only.

Laguna Beach Unified School District

17. INFORMATION

November 14, 2017

Report on Developer Fees

Background

Developer fees are required to be deposited in a separate capital facilities account or fund, which for school agencies is the Capital Facilities Fund (Fund 25), so that the collection and use of developer fees is accounted for separately from the rest of the agency's activities. Any interest earned on those funds must be credited to the same fund and must be used for the same purpose as the fees collected.

The reporting information specified in Government Code (G.C.) Section 66006 is as follows:

A brief description of the type of fee in the fund:	Developer Fees are collected to offset the cost of housing potential students based on the additional square feet of livable housing.
The amount of the fee:	The new residential square footage from building construction or addition is assessed at a fee of \$2.05 per square foot. Projects under 500 square feet are exempt.
The beginning and ending balance of the fund:	The July 1, 2016 fund balance was \$236,386.67. The June 30, 2017 fund balance was \$283,101.61. The fund increased in the amount of \$46,714.94.
The amount of the fees collected and the interest earned:	Developer fees were collected in the amount of \$176,481.57. Interest earnings were \$1,993.70. The total amount received and deposited into the fund was \$178,475.27.
An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees:	Top of the World Classroom Replacement architectural and engineering services was \$67,680.08 (3% of project). Rental fee on temporary classrooms at Thurston was \$7,032.00 (100% of rental). Architectural plans for LBHS Artists Theater ADA Upgrades were \$53,535.69 (5% of project budget). Division of State Architect (DSA) closeouts at El Morro were \$3,512.56 (less than 1% of project). Total expenditures for the fund was \$131,760.33.
An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement:	Classroom modernization projects at all school sites for the "4CLE" program is scheduled to commence in June of 2018. Construction on new Classrooms or Field Upgrades is scheduled to commence at Thurston Middle School in June of 2019.
A description of each interfund transfer or loan made from the fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be	No interfund transfers were made in or out of this fund.

repaid, and the rate of interest that the fund will receive on the loan:	
The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001:	No refunds were issued to pursuant to subdivision (e) of Section 66001 or any allocations pursuant to subdivision (f) of Section 66001.

In addition, G.C. Section 66001(d) requires information be included in this report for the fifth fiscal year following the first deposit into the account or fund, and every five years thereafter, for any uncommitted or unexpended funds:

Identify the purpose to which the fee is to be put:	The remaining \$283,101.61 is budgeted for temporary classroom rental/lease at Thurston for \$7,032, architectural and inspection services at Top of the World for \$52,544.00, and Classroom Construction of \$1,191,646.98.
Demonstrate a reasonable relationship between the fee and the purpose for which it is charged:	Current fees reflect insufficient proceeds for future planned project. Over the next three years this fund is projected to have available resources of \$873,877.06 and planned classrooms are expected to cost \$3,100,000. Therefore, fees will cover approximately 28% of the project costs.
Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements:	Special Reserves for Capital Outlay resources set aside from General Fund transfers will be used to meet the other 72% of the project.
Designate the approximate dates on which this funding is expected to be deposited into the appropriate account or fund:	Each fund will report their share of the project.

The annual report containing all of the required elements discussed above must be made available to the public within 180 days of the close of the fiscal year, and then reviewed at the next regularly scheduled public Board meeting not less than 15 days afterward.

Budget Impact

No budget impact.

Recommended Action

This report of for information purposes only.

Laguna Beach Unified School District

18. ACTION

November 14, 2017

Approval: Appointment of Two Board Representatives and One Alternate Representative to College and Career Advantage Board

Proposal

The Board of Education shall select and appoint two Board members and one alternate for the College and Career Advantage Board.

Background

Each year, two Board members and one alternate are appointed to serve as members of the College and Career Advantage Board.

Recommended Action

Staff recommends the Board of Education act to appoint and approve two Board members and one alternate for the College and Career Advantage Board.

Laguna Beach Unified School District

19. ACTION

November 14, 2017

Approval: Personnel Reimbursement Agreement Between the Capistrano Unified School District and the Laguna Beach Unified School District at an Estimated Cost of \$3,758 Per Pupil

Proposal

The Board of Education approve the Personnel Reimbursement Agreement between the Capistrano Unified School District and the Laguna Beach Unified School District.

Background

For several years, the District has utilized the services of the CUSD Orientation and Mobility Specialist to provide services to visually impaired students residing in LBUSD through an annual Bill Back MOU. During the 2017-2018 school year, the services recommended per the student IEP's will total 5 days.

Budget Impact

Estimated excess cost per pupil for the 2017-2018 school year is \$3,758.

Recommended Action

Staff recommends the Board of Education approve the attached Memorandum of Understanding agreeing to the terms detailed in the Memorandum for the provision of Orientation and Mobility services to students in the Laguna Beach Unified School District who may require such services.

CAPISTRANO UNIFIED SCHOOL DISTRICT
PERSONNEL REIMBURSEMENT AGREEMENT

This AGREEMENT is entered into on this 14th day of September 2017, by and between the Capistrano Unified School District, 33122 Valle Rd, San Juan Capistrano, California 92675, hereinafter referred to as CUSD and the Laguna Beach Unified School District hereinafter referred to as LBUSD. CUSD and LBUSD shall be collectively referred to as the Parties.

WITNESSETH:

WHEREAS, LBUSD is in need of the professional services of an employee of CUSD to provide Orientation and Mobility services; and

WHEREAS, CUSD is agreeable to assigning Joseph Brookman, hereinafter referred to as EMPLOYEE, to provide his professional services to LBUSD in the above assignment.

NOW, THEREFORE, BE IT RESOLVED the Parties to this AGREEMENT do mutually agree as follows:

1. CUSD agrees during the term of this AGREEMENT to assign EMPLOYEE to serve as an Orientation and Mobility Specialist for the LBUSD visually impaired students. EMPLOYEE will provide services under this AGREEMENT for a total of 5 days.
2. The term of this AGREEMENT shall commence August 28, 2017, and end on June 30, 2018, subject to termination as set forth in this AGREEMENT.
3. LBUSD agrees to pay CUSD in consideration of services performed by CUSD's EMPLOYEE as specified in Section 1 of this AGREEMENT at the total actual employee costs at the total per diem amount of \$721.19, plus indirect costs at 4.20 percent.
 - A. LBUSD agrees to reimburse CUSD for all actual mileage driven on behalf of LBUSD students on a monthly basis
 - B. LBUSD agrees to pay CUSD within 30 days after the last day upon which services are rendered by each EMPLOYEE upon submission of an itemized invoice. Payment shall be mail to: CUSD, Attn: Accounting Manager, 33122 Valle Rd, San Juan Capistrano, California 92675, or at such other place as CUSD may designate in writing. This AGREEMENT shall be amended to provide complete reimbursement to CUSD for any increases in salary or benefits provided to each EMPLOYEE for fiscal year 2017-2018.
4. CUSD shall require EMPLOYEE to report to both CUSD and LBUSD when the EMPLOYEE will not be able to provide services to LBUSD as scheduled. LBUSD will pay for EMPLOYEE absences for services on LBUSD scheduled days.
5. LBUSD will notify CUSD Assistant Superintendent of SELPA/Special Education Services with the number of hours needed by LBUSD for Extended School Year 2018, no later than May 15, 2018. These hours will be billed to LBUSD at EMPLOYEE's hourly rate, with mileage reimbursement.

6. LBUSD will order and pay for any specialized equipment or materials related to orientation and mobility as required in an Individualized Education Program for LBUSD students.
7. CUSD hereby agrees to hold harmless, indemnify, and defend LBUSD, its Board of Trustees, officers, agents, and employees for liability and claims of liability for bodily injury, personal injury, sickness, disease, or death of any person or persons, or damage to property, real, personal, tangible or intangible, arising out of the negligent acts or omissions of employees, agents or officers of CUSD during the period of this Agreement. LBUSD agrees to hold harmless, indemnify, and defend CUSD, the CUSD Board of Trustees, and its officers, agents, and employees from liability and claims of liability for bodily injury, personal injury, sickness, disease, or death of any person or persons, or damage to property, real, personal, tangible or intangible, arising out of the negligent acts or omissions of employees, agents or officers of LBUSD during the period of this Agreement.
8. CUSD and LBUSD agrees that they will not engage in unlawful discrimination of persons because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.
9. This AGREEMENT may be terminated by either party with the giving of 30 days prior written notice to the other party.
10. All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: i) Personal service, or ii) U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or, if mailed, on the third day after deposit in the U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this AGREEMENT the addresses of the parties are as follows:

LBUSD: Laguna Beach Unified School District
550 Blumont Street
Laguna Beach CA 92651
Attn: Irene White

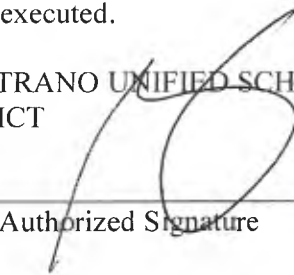
CUSD: Capistrano Unified School District
33122 Valle Rd
San Juan Capistrano CA 92675
Attn: Donald Mahoney

11. CUSD and LBUSD agree that this AGREEMENT shall be construed and enforced in accordance with the laws of the State of California, with venue in Orange County, California.

12. If any term, covenant, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated in any way.
13. This AGREEMENT and any exhibits attached hereto constitute the entire agreement between CUSD and LBUSD regarding the personnel services and any agreement made shall be ineffective to modify this AGREEMENT in whole or in part unless such agreement is embodied in an amendment to this AGREEMENT which has been signed by both Parties. This AGREEMENT supersedes all prior negotiations, understandings, representations and agreements.

IN WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed.

CAPISTRANO UNIFIED SCHOOL
DISTRICT

BY: 
Authorized Signature

PRINT NAME: Gregory Merwin

TITLE: Associate Superintendent

DATE: September 14, 2017

LAGUNA BEACH UNIFIED SCHOOL
DISTRICT

BY: _____
Authorized Signature

PRINT NAME: Jason Vilorio

TITLE: Superintendent

DATE: _____

Laguna Beach Unified School District

20. ACTION

November 14, 2017

Approval: Consulting Agreement with Infinity Communications and Consulting for Services Related to E-rate Reimbursements at a Cost Not-to-Exceed \$7,650

Proposal

The Board of Education approve a three-year agreement to initiate work with Infinity Communications and Consulting for the 2017-18 school year to assist with the federal E-rate regulations and E-rate reimbursements.

Background

LBUSD has worked to optimize our expenditures with federal E-rate funds. Infinity Communications has helped in previous years to insure that our applications, RFPs fulfill federal requirements. Additional in case of an E-rate audit Infinity Communications will represent LBUSD during the audit.

LBUSD benefits from E-rate funds with a 40% reduction in the purchase of specifically defined network equipment. LBUSD receives up to 40% in reductions in the network connections from schools to the District Office and internet services from the District Office
Budget Impact

Budget Impact

The annual cost of this contract is \$7,650 to be funded from the technology budget.

Recommended Action

Staff recommends the Board of Education approve the agreement with Infinity Communications and Consulting for the 2017-18 school year.



**INFINITY COMMUNICATIONS & CONSULTING, INC.
MASTER AGREEMENT FOR PROFESSIONAL SERVICES**

Client No: 0170

This Agreement for Professional Services ("Agreement") is entered as of this day, November 15, 2017, between Infinity Communications & Consulting, Inc. hereinafter referred to as "Infinity," and Laguna Beach Unified School District hereinafter referred to as the "Client." The parties agree as follows:

1. **SERVICES**

Infinity agrees to perform Consulting and Professional Services ("Services") on behalf of the Client as set forth in this agreement and attachments. Infinity's responsibilities and determination of reimbursable cost for said Services are set forth in the project attachment(s), which include the Infinity/Client Responsibilities, Terms, Payment Schedule(s) (if applicable) and Reimbursable Expenses Schedule.

2. **BASIS OF COMPENSATION**

Infinity will invoice for services performed under the scope of work for each of the project attachment(s). The client will render payment to Infinity upon receipt of invoices.

3. **TERM AND TERMINATION OF SERVICE**

Infinity's services are provided on a term commitment basis as specified in the project attachments. The term commences on the signed acceptance of the project attachment(s).

The Client and/or Infinity may terminate this Agreement, without cause, at any time by submitting written notice to the other party. The written Notice of Termination must be received no less than Thirty (30) days prior to the desired date of Termination.

In the event that the Client terminates this Agreement without cause, the Client agrees to compensate Infinity for all work, Service Fees, and reimbursable expenses completed prior to the date of termination, and release Infinity from all liability, claims and causes of action resulting from negligent acts or omissions of the Client, its agents and/or employees performed after the date of termination.

In the event that the Agreement is terminated; Infinity shall deliver copies of all data and files related to this Agreement to the Client within Thirty (30) days.

4. **CLIENT'S RESPONSIBILITY**

The Client agrees to comply with the responsibilities as specified in the project attachments to ensure the successful completion of services covered in this Agreement.

5. **RECORDS**

Infinity will maintain full and accurate records in connection with this Agreement and will make them available to the Client for inspection during normal business hours, Monday to Friday, 8am to 5pm.

6. **STATUS OF INFINITY**

The Client and Infinity agree that Infinity, in performing the services specified in this Agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. Infinity shall be free to contract for similar service to be performed for other parties while under contract with the Client. Infinity is not entitled to participate in any pension plan, insurance, bonus or similar benefits the Client provides for its employees.



7. COPYRIGHTS AND LICENSES

The Client and Infinity agree that in transmitting "Instruments of Services", or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for the use of this project.

Infinity and/or its Consultants shall be deemed the authors and owners of their respective "Instruments of Service", including, but not limited to Infinity's, Erate Template Forms, Bid Documents, Drawings and Specifications, and Infinity shall retain all common law, statutory and other reserved rights, including copy rights. The Submission or distribution of these "Instruments of Service" to meet the requirement of this Agreement shall not be construed as a publication in derogation of the reserved rights of Infinity and/or its consultants.

Upon execution of this Agreement, Infinity grants the Client a nonexclusive limited license to use Infinity's "Instrument of Service" solely and exclusively for the purposes of constructing, using, maintaining, altering and adding to the projects associated to this Agreement, provided that the Client substantially performs its obligation, including prompt payment of all fees due to Infinity, under this Agreement. If Infinity rightfully terminates this Agreement for cause the license granted to the Client shall terminate.

In the event that the Client uses the "Instruments of Service" without obtaining Infinity's written consent, the Client releases Infinity from all liability, claims and causes of action arising from such use.

8. HOLD HARMLESS & LIMITATION OF LIABILITY

Infinity and Client agree to hold the other party, its officers, agents, and employees harmless, from all suits, claims and liabilities resulting from negligent acts or omissions of the other party, its officers, agents or employees under this Agreement. In the event Infinity is found in breach of this Agreement and/or negligent, the parties agree that the maximum amount of damages the Client may receive from Infinity shall not exceed the aggregate payment(s) Infinity has actually received from Client under this Agreement during the particular year of the breach and/or negligence.

9. COMPLIANCE WITH LAWS

Infinity shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.

10. MODIFICATION, ASSIGNMENT & ATTORNEY'S FEES

This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved/acknowledge by both parties under a writing Addendum. If any action is brought concerning this Agreement, the prevailing party will be entitled to reasonable attorney's fees.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below.

Infinity Communications & Consulting, Inc.

Laguna Beach Unified School District

Signature

11/15/2017

Date

Signature

Date

Martin Skiby

Chief Operating Officer

Name

Title

Name

Title

P.O. Box 999, Bakersfield, Ca. 93302

Address/City/State/Zip

Address/City/State/Zip

82-0573429

Federal Tax ID#

Federal Tax ID#



PROJECT ATTACHMENT #0170-17A

Master
Agreement No: 0170

SERVICES: CATEGORY ONE E-RATE CONSULTING SERVICES

INFINITY'S RESPONSIBILITIES

Infinity shall perform the following tasks for our Category One E-rate Consulting Services:

E-rate and California Teleconnect Fund (CTF) Consulting Service

1. Client Access – Infinity will be available to the Client by phone, email, or in person to address Client related E-rate Funding issues. Client will provide Infinity with a minimum of 72 hours' notice of a request for onsite service.
2. Program Updates – Infinity will update the Client on changes in the E-rate and CTF process and help staff to take advantage of newly eligible products and services.
3. Program Compliance – Infinity will assist the Client to verify that USAC rules are being followed and, if necessary, provide guidance on new processes or procedures to ensure program compliance, in regards to Bid Evaluations, Procurement, Technology Plans, CIPA compliance, Technology Budget, and Document Retention.

E-rate Application Management

1. Needs Assessment and Strategic Planning – Infinity will assist the Client to determine a Filing Strategy that best meets the Client's needs to maximize the Client's E-rate funding opportunities.
2. Determination of Funding Request Amount – Infinity will prepare the required "Item 21 Attachment Sheet", by; review one (1) month of the Client's bills from eligible Service Providers to determine an estimated annual funding request, review of Client's current annual contract(s) for eligible services, and/or review of new contract(s) for eligible services.
3. File Forms – Infinity will prepare and file the following forms required by USAC's School and Library Division to receive E-rate Category One Telecommunications and Internet Access funding: Form 470, Form 471, and Form 486.
4. Administration of PIA Process – Infinity will assist the Client in responses to and delivery of the required documentation for USAC's "Program Integrity Assurance" (PIA) information requests.
5. Service Provider Collections – Infinity will prepare the Service Provider's required forms ("Discount Grids") to have the Client's eligible discounts added to the monthly Service Provider Bills (SPI Method), or prepare and file the Form 472 (BEAR Method) to have a reimbursement check issued for the eligible discount amount.
6. Application Status – Infinity will provide the Client with progress status on applications, reviews, and modifications, for the Client's open funding requests.

Request for Proposal (RFP) Management Services

1. Develop RFP Documents – Infinity will develop a Request for Proposal (RFP) for Category One Services in compliance with the Client's Local/State and the E-rate Program's procurement requirements. If newspaper publication is required, Infinity will assist the Client with compliance at least 20 days prior to receipt of responses to the Form 470.
2. RFP Tracking – Infinity will distribute and track, in electronic form only, the "RFP Documents" to prospective bidders thru Infinity's "Projects" website.
3. Administration of RFP Process – Infinity will prepare and distribute project clarification(s) and/or addenda(s) to address questions from prospective bidders.
4. Bid Opening – Infinity will conduct the opening of bid response(s). All bid openings will be held at Infinity's offices, unless otherwise agreed upon between the Client and Infinity.
5. Bid Evaluation – Infinity will evaluate the bid responses based on the E-rate Program's requirements for the "Evaluation of Bids", and provide the Client with recommendations for the award of contract(s).
6. Contract Administration – Infinity will collect the documents necessary for the award of contract from the successful bidder and coordinate the delivery to the Client for execution.

Audit Assistance

1. Document Retention – Infinity will maintain a copy of the documents required for E-rate Program's "Document Retention Policy", including; "Pre-bidding Process", "Bidding Process", "Award of Contracts", "Application Process", "Purchase and Delivery of Service", "Invoicing", "Inventory", and "Forms and Rules Compliance", for up to 10 years from the last date of service.
2. Document Assistance – Infinity will assist the Client in the preparation and delivery of the Auditor requested documentation.
3. Support Services – Infinity will represent the Client during all E-rate Audits.



CLIENT'S RESPONSIBILITIES

The Client's responsibilities, for the successful completion of our Category One E-rate Consulting Services, shall include:

1. Appointing a representative to act on their behalf, with respect to this agreement and the subsequent projects, who has the authority to render decisions and approve Requests from Infinity, in a timely manner as not to cause unreasonable delay in the progress of Infinity's service.
2. Provide Infinity with reasonable access to the site, if applicable, to allow Infinity the ability to perform the work detailed in this agreement.
3. Provide Infinity all information, required for the successful completion of the agreed service, within 10 days, after the receipt of a request from Infinity. This includes at a minimum, but not limited to; Copies of Monthly Service Provider Bills, Copies of Service Provider Contracts, Approved Free & Reduced Lunch numbers, Budget Information, Copy of Approved Technology Plan, Copy of CIPA Compliance, and "Authorized Contact" information.
4. Provide a Letter of Authorization (LOA), authorizing Infinity, to act on the Client's behalf to file E-rate forms and respond to the USAC's request for information.
5. Sign and certify the E-rate forms required for the Client's application for funding, in a timely manner, as not to cause a failure to comply with the E-rate Program's time sensitive deadlines.
6. For New Contracted Services or Month to Month Services, *only*
 - a. Conduct an "Open and Competitive" bid process, to comply with all applicable Local/State/Federal/E-rate Program procurement requirements, and bidding laws for all "new" requested services and contracts: including, but not limited to, publication of notice of the request for proposal in a newspaper of general circulation twice at least 10 days prior to receipt of the responses.
 - b. Conduct a non-bias bid evaluation, per the E-rate Program's "Evaluations of Bid" requirements, for all bid responses received as the result of posting a Form 470 (RFP).
 - c. Comply with all Local/State/Federal/E-rate Program requirements for the Award of Contract(s), including waiting a minimum of 28 days (after the filing of the Form 470 or RFP, whichever comes later) to execute contracts and/or to submit a Form 471 for the requested service.
 - d. Provide Infinity copies of all documents pertaining to an award of contract for each funding request, to comply with the E-rate Program's "Document Retention Policy", including but not limited to: Bidding Documents, Evaluation of responses, Board Meeting Minutes, Copies of the winning bidder's response, and Bidder's Item 21 Attachment Sheet.
7. Require the Service Provider, for the eligible services the Clients is entitled to receive California Teleconnect Fund (CTF) support, to invoice USAC by the SPI Method (Form 474).
8. Maintain and update an "Equipment Asset Register" (EAR). The EAR shall detail the make, model, serial number, and location of all equipment purchased with the support of the Universal Services Fund (E-rate Program). The Client will provide Infinity a copy of the EAR for compliance with the "Inventory" section of E-rate's "Document Retention Policy".
9. Maintain and update a "Service Provider Reimbursement Reconciliation" (SPRR) spread sheet. The SPRR shall include, by FRN(s), the total amount of funds associated with each reimbursement, and/or the total amount of discounts (in the form of discounted bills, checks, or credits) received from the Service Provider. The Client will provide Infinity a copy of the SPRR for compliance with the "Invoicing" section of E-rate's "Document Retention Policy".
10. Retain documents, for each funding request, related to the "Pre-bidding Process", "Bidding Process", "Award of Contracts", "Application Process", "Purchase and Delivery of Service", "Invoicing", "Inventory", and "Forms and Rules Compliance" for a period of at least 10 years from the last date of service.

*** In the event, something unforeseen happens that is not covered under PROJECT ATTACHMENT #0170-17A with this contract, an additional fee will be negotiated before any additional services are provided.**



TERM OF CONTRACT:

This Agreement is for a term of 3 years, with an expiration date of November 15, 2020. This agreement may be extended for two (2) additional one (1) year terms with written acknowledgement from both parties.

Infinity's fee will be an annual flat rate fee of \$7,650.00, for existing services Category One services.

* Existing services are for services currently being requested through the Erate program.

** Additional or new services may require an additional fee. This fee must be agreed to prior to billing.

Standard Hourly Rates Schedule

For additional works that is required outside the scope of the original project, the hourly rates listed will be charged. Standard Hourly Rates are subject to review and adjustment. The hourly rates effective on the date of the Agreement are:

Principal	\$175.00/hour
Sr. Systems Designer	\$145.00/hour
Systems Designer	\$105.00/hour
CAD Operator	\$58.00/hour
Sr. Construction Manager	\$125.00/hour
Construction Manager	\$95.00/hour
Contracts Administrator	\$61.00/hour
Erate Consultant	\$140.00/hour
Erate Specialist, III	\$90.00/hour
Erate Specialist, II	\$72.00/hour
Erate Specialist, I	\$51.00/hour
Support Staff	\$48.00/hour

Reimbursable Expenses Schedule

Reimbursable Expense rates are subject to annual review and adjustment. The rates effective on the date of the Agreement are:

Newspaper Advertisement	at cost + 15%
8"x11" Copies/Impression	\$0.05/sheet
Blue Print Copies	at cost + 15%
Reproducible Copies (Mylar)	at cost + 15%
Reproducible Copies (Paper)	at cost + 15%
Long Distance Phone Calls	at cost + 15%
Legal Counsel	at cost + 15%
Travel Expenses:	
Mileage (auto)	\$0.535/mile
Airfare	at cost + 15%
Meals	at cost + 15%
Lodging	at cost + 15%
Standard Labor Rate	See Hourly Rate Schedule Above

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below

Infinity Communications & Consulting, Inc.

Laguna Beach Unified School District

Signature

11/15/2017

Date

Signature

Date

Martin Skiby

Chief Operating Officer

Name

Title

Name

Title

P.O. Box 999, Bakersfield, Ca. 93302

Address/City/State/Zip

Address/City/State/Zip

82-0573429

Federal Tax ID#

Federal Tax ID#

Project Attachment #0170-17A

Page 3 of 3

Laguna Beach Unified School District

21. ACTION

November 14, 2017

Approval: Contract Services Agreement with Mike Lawrence for Services Related to Rocket Ready for the 2017-18 School Year at a Cost Not-to-Exceed \$5,000

Proposal

The Board of Education approve the contract services agreement to initiate work with Mike Lawrence for the 2017-18 school year to work on Rocket Ready with teachers and technology services staff and report to the Superintendent.

Background

Project Outline

1. Research viability of nonprofit built on the RR program.
 - a. Research of similar projects/programs
 - b. Conversations with district and team leadership
 - c. Market research + meetings with prospective customers
 - d. Meet with potential start-up donors
2. Establish necessary steps to form the nonprofit, including:
 - a. Determination of sustainable funding,
 - b. Intellectual property ownership,
 - c. Plans for revenue sharing back to the district,
 - d. Business/strategic plan for implementation with an eye towards taking the program to scale.
3. Support professional learning efforts of Rocket Ready teachers through keynotes and training.
4. Support the district's use of new Alludo platform alongside the existing Rocket Ready platform.
5. Regular reports to district leadership on progress, needs and direction.

Budget Impact

The cost of this contract is \$5,000.

Recommended Action

Staff recommends the Board of Education approve the contract services agreement with Mike Lawrence for the 2017-18 school year.

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and **Mike Lawrence**, Address: **3525 Del Mar Heights Road, #138, San Diego, CA 92130, Phone: 714-321-8896**; hereinafter referred to as "CONTRACTOR."

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

WHEREAS, DISTRICT is in need of such special services and advice; and

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

NOW, THEREFORE, the parties agree as follows:

1. Scope of Work. **CONTRACTOR shall perform services for the DISTRICT in support of our Technology and Rocket Ready Program. CONTRACTOR will provide 4 days of consulting for our Tech Services and our Rocket Ready participants.**
2. Term. CONTRACTOR shall commence providing services under this AGREEMENT upon Board approval and will diligently perform as required **until June 29, 2018.**
3. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee **not to exceed \$5,000.00**. DISTRICT shall pay CONTRACTOR according to the following terms and conditions: **Net 30 days upon invoicing after delivery of each day of service**
4. Expenses. DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT.
5. Independent Contractor. CONTRACTOR, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONTRACTOR shall assume full responsibility for payment of all federal, state and

local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees.

6. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

7. Originality of Services. CONTRACTOR agrees that in providing services pursuant to this AGREEMENT, CONTRACTOR shall obey and comply with all copyright, trademark and patent laws, rules and regulations, including proper identification of all copyrighted materials used.

8. Copyright/Trademark/Patent. CONTRACTOR further understands and agrees that in the event materials are produced pursuant to this AGREEMENT for the benefit of the DISTRICT for which a copyright, trademark and patent may be secured, the DISTRICT shall have the right to such copyright, trademark or patent. CONTRACTOR further understands and agrees that all materials produced for the benefit of the DISTRICT pursuant to this AGREEMENT shall become the DISTRICT'S property, and reuse is subject to the DISTRICT'S express written permission.

9. Termination. DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONTRACTOR. Notice shall be deemed given when received by the CONTRACTOR or no later than three days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONTRACTOR; or (b) any act by CONTRACTOR exposing the DISTRICT to liability to others for personal injury or property damage; or CONTRACTOR is adjudged a bankrupt, CONTRACTOR makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONTRACTOR's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within five (5) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the five (5) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONTRACTOR. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

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

(a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(b) Any injury to or death of any persons, including the DISTRICT or its officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the CONTRACTOR, or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(c) Any liability for damages which may arise from the furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention under this AGREEMENT.

(d) Any acts or omissions by CONTRACTOR or any person or corporation employed by CONTRACTOR relating to services to be rendered under this Agreement.

11. Insurance. CONTRACTOR agrees to carry a comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect CONTRACTOR and DISTRICT against liability or claims of liability which may arise out of this AGREEMENT. Prior to the execution of this Agreement, CONTRACTOR shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage. CONTRACTOR agrees that not less than 30 days prior to the expiration of any coverage, CONTRACTOR will provide evidence of renewal to DISTRICT.

12. Assignment. The obligations of the CONTRACTOR pursuant to this AGREEMENT shall not be assigned by the CONTRACTOR without the prior written consent of District.

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

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

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

16. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.

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

18. Non Waiver. The failure of DISTRICT or CONTRACTOR to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

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

At the date of this AGREEMENT, the addresses of the parties are as follows:

**LAGUNA BEACH UNIFIED
SCHOOL DISTRICT
550 Blumont
Laguna Beach, CA 92651**

**CONTRACTOR
Mike Lawrence
Address: 5281 Hamer Lane
Placentia, CA 92870**

20. Severability. If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

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

THIS AGREEMENT IS ENTERED INTO THIS ____ DAY OF _____, 2017.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT CONTRACTOR

By: _____
Signature

Jason Vilorio, Ed.D.
Typed Name

LBUSD Superintendent
Title

By: _____
Signature

Mike Lawrence
Typed Name

Contractor
Title

094-60-4999
Social Security or
Taxpayer Identification Number

Laguna Beach Unified School District

22. ACTION

November 14, 2017

Approval: Contract with GradeSlam to Pilot Online Tutoring Support at a Cost Not-to-Exceed \$20 Per Student, Per Year

Proposal

Staff proposes the Board of Education approve a one-year contract with GradeSlam to provide a pilot of the online chat-based tutoring services and actionable insights for LBUSD students in grades 6-12.

Background

GradeSlam provides students in grades 6-12 with 24/7 access to a private online tutor for any subject, any time. The platform gives teachers insights on which students seek help, the specific topics they struggle with, and how they can improve. If approved, LBUSD students would login to GradeSlam.org, select a subject, and receive tutoring in the core subjects through text and an interactive whiteboard. The pilot program would be active for the time period of November 15, 2017 through November 14, 2018.

Budget Impact

The anticipated cost is \$20 per student, per year for students in grades 6-12. Funding provided by SchoolPower for the first year.

Recommended Action

Staff recommends the Board of Education approve the one-year contract with GradeSlam to provide a pilot of the online chat-based tutoring services and actionable insights for LBUSD students in grades 6-12.



GradeSlam & Laguna Beach Unified School District Service Agreement

Description of Services

Laguna Beach Unified School District agrees to purchase the chat-based tutoring services and actionable insights provided through GradeSlam's online platform for 1641 students studying at the Laguna Beach Unified School District.

GradeSlam will also provide Laguna Beach Unified School District with teacher user accounts, administrator accounts, as well as 1 hour, annually, of virtual training for teachers and administrators using the GradeSlam platform.

Period & Pricing

This agreement and student access will commence November 15, 2017 and run until November 14, 2018, inclusively. Each student account costs USD \$20.00/year. LBUSD will be able to add additional students at the cost of USD \$20.00/year.

Service Level Agreement

GradeSlam agrees to maintain 24/7 access to a tutor, unless otherwise noted, with the exception of specific holiday periods that may be included at a future date. Students will have access to use GradeSlam's platform at any time. Students who are deemed to be abusive on the system, determined at the discretion of GradeSlam, will have their access revoked immediately. Abuse includes, but is not limited to, use of profanity or threats towards any GradeSlam employee or team member, excessive use of GradeSlam beyond reasonable use numbers and sharing of login information with students not enrolled in GradeSlam.

Confidentiality of Information

All data provided, and collected through GradeSlam is to remain private and confidential. Laguna Beach Unified School District will have access to their student's information and warrant that they have the authority and permission from their students' guardians to access this information. No student information will ever be provided to any third party organization outside the GradeSlam network under any

circumstances. Similarly, Laguna Beach Unified School District agrees not to share any student or tutor information with individuals, business or parties outside the school.

Laguna Beach Unified School District agrees, on behalf of their students, teachers and administrators to the Terms of Service published on GradeSlam’s website.

Date Signed

Date Signed

Signature

Signature

Jason Vilorio
Superintendent
Laguna Beach Unified School District
jvilorio@lbusd.org

Philip Cutler
CEO
GradeSlam
phil@gradeslam.org

Laguna Beach Unified School District

23. ACTION

November 14, 2017

Approval: Independent Contractor Agreement with Catlin Tucker for Consulting Fees for the 2017-18 School Year in an Amount Not-to-Exceed \$3,800

Proposal

Staff proposes the Board of Education approve an Independent Contractor Agreement for consulting services for the 2017-18 school year by Catlin Tucker, a Google Certified Innovator, bestselling author, international trainer, and frequent Edtech speaker. Ms. Tucker will present to our secondary ELA teachers.

Background

Catlin Tucker currently teaches in Sonoma County where she was named Teacher of the Year in 2010. Ms. Tucker has written a book titled *Creatively Teach the Common Core Literacy Standards with Technology* to support teachers in thinking outside of the box as they shift to a new set of standards. Two of our secondary ELA teachers attended the California Association of Teachers of English (CATE) conference last year and were inspired by Ms. Tucker's keynote speech. Ms. Tucker is an expert in the use of StudySync, our ELA adopted textbook for Thurston Middle School and Laguna Beach High School. It will be invaluable to have her present to our ELA teachers on the integration of StudySync with other strategies on rotation structure, furniture arrangement, blended learning, grading and feedback.

Budget Impact

The cost for this presentation is not-to-exceed \$3,800 to be funded from the general fund.

Recommended Action

Staff recommends the Board of Education approve the Independent Contractor Agreement for consulting services with Catlin Tucker for the 2017-18 school year.

INDEPENDENT CONTRACTOR AGREEMENT

This AGREEMENT is hereby entered into between the Laguna Beach Unified School District, hereinafter referred to as "DISTRICT," and **Catlin Tucker**, Address: **281 MacArthur Court, Sonoma, CA 95476, Phone: 707-292-4806**; hereinafter referred to as "CONTRACTOR."

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

WHEREAS, DISTRICT is in need of such special services and advice; and

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

NOW, THEREFORE, the parties agree as follows:

1. Scope of Work. CONTRACTOR shall provide a one-day presentation to our English Language Arts teachers in support of our English Language Arts Program and our adopted StudySync Curriculum.
2. Term. CONTRACTOR shall commence providing services under this AGREEMENT upon Board approval and will diligently perform as required during the 2017-18 school year.
3. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee **not to exceed \$3,000.00 for speaking fees and a not-to-exceed amount of \$800.00 for travel expenses**. DISTRICT shall pay CONTRACTOR according to the following terms and conditions: **Net 30 days upon invoicing after delivery of each day of service**
4. Expenses. DISTRICT shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for DISTRICT except those included in item 3 above.
5. Independent Contractor. CONTRACTOR, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONTRACTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees.

6. Materials. CONTRACTOR shall furnish, at his/her own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this AGREEMENT. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

7. Originality of Services. CONTRACTOR agrees that in providing services pursuant to this AGREEMENT, CONTRACTOR shall obey and comply with all copyright, trademark and patent laws, rules and regulations, including proper identification of all copyrighted materials used.

8. Copyright/Trademark/Patent. CONTRACTOR further understands and agrees that in the event materials are produced pursuant to this AGREEMENT for the benefit of the DISTRICT for which a copyright, trademark and patent may be secured, the DISTRICT shall have the right to such copyright, trademark or patent. CONTRACTOR further understands and agrees that all materials produced for the benefit of the DISTRICT pursuant to this AGREEMENT shall become the DISTRICT'S property, and reuse is subject to the DISTRICT'S express written permission.

9. Termination. DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONTRACTOR. Notice shall be deemed given when received by the CONTRACTOR or no later than three days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONTRACTOR; or (b) any act by CONTRACTOR exposing the DISTRICT to liability to others for personal injury or property damage; or CONTRACTOR is adjudged a bankrupt, CONTRACTOR makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONTRACTOR's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within five (5) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the five (5) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONTRACTOR. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

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

(a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(b) Any injury to or death of any persons, including the DISTRICT or its officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of the CONTRACTOR, or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(c) Any liability for damages which may arise from the furnishing or use of any copyrighted or uncopyrighted matter or patented or unpatented invention under this AGREEMENT.

(d) Any acts or omissions by CONTRACTOR or any person or corporation employed by CONTRACTOR relating to services to be rendered under this Agreement.

11. Insurance. CONTRACTOR agrees to carry a comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect CONTRACTOR and DISTRICT against liability or claims of liability which may arise out of this AGREEMENT. In addition, CONTRACTOR agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory." CONTRACTOR agrees to carry malpractice and/or professional liability insurance in the amount One Million Dollars (\$1,000,000). Prior to the execution of this Agreement, CONTRACTOR shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage. CONTRACTOR agrees that not less than 30 days prior to the expiration of any coverage, CONTRACTOR will provide evidence of renewal to DISTRICT. CONTRACTOR agrees to name DISTRICT and its officers, agents and employees as additional insureds under said policies. CONTRACTOR shall provide proof of current Worker's Compensation insurance for CONTRACTOR'S employees (if applicable).

12. Assignment. The obligations of the CONTRACTOR pursuant to this AGREEMENT shall not be assigned by the CONTRACTOR without the prior written consent of District.

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

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

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

16. Entire Agreement/Amendment. This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.

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

18. Non Waiver. The failure of DISTRICT or CONTRACTOR to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

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

At the date of this AGREEMENT, the addresses of the parties are as follows:

**LAGUNA BEACH UNIFIED
SCHOOL DISTRICT
550 Blumont
Laguna Beach, CA 92651**

**CONTRACTOR
Catlin Tucker
Address: 281 MacArthur Court
Sonoma, CA 95476**

20. Severability. If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

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

THIS AGREEMENT IS ENTERED INTO THIS ____ DAY OF ____ November ____, 2017.

LAGUNA BEACH UNIFIED SCHOOL DISTRICT CONTRACTOR

By: _____

Signature

Jason Vilorio, Ed.D.

Typed Name

LBUSD Superintendent

Title

By: _____

Signature

Catlin Tucker

Typed Name

Contractor

Title

Social Security or

Taxpayer Identification Number

Laguna Beach Unified School District

24. ACTION

November 14, 2017

Board Policies – Second Reading of Board Policies

Proposal

On October 6, 2017, the Board of Education held a special meeting to review and discuss the policies listed below. On October 23, 2017, the Superintendent presented the same policies to the Board of Education for a first reading. The policies are now brought forward for a second reading and approval of new and updated policies, as well as deleting policies as noted.

	Policy/Bylaw	Title	Recommended Action
1.	1312.3	Uniform Complaint Procedures	Approve updates to current policy.
2.	3230	Federal Grant Fund	Approve new policy.
3.	3312	Contracts	Approve new policy.
4.	3513.3	Tobacco-Free Schools	Update current policy.
5.	3516	Emergency Plans	Approve new policy.
6.	3541.2	Transportation for Students with Disabilities	Approve new policy.
7.	3554	Other Food Sales	Approve new policy.
8.	4030	Nondiscrimination in Employment	Approve updates to current policy.
9.	4119.11/4219.11/4319.11	Sexual Harassment	Approve updates to current policy.
10.	5020	Parent Rights and Responsibilities	Approve new policy. Delete BP 5020: Hazing
11.	5113	Absences and Excuses	Approve new policy.
12.	5121	Grades/Evaluation of Student Achievement	Approve new policy. and Delete BP 6011: Evaluation of Pupil Achievement and Appeal of Final Grades

13.	5131.1	Bus Conduct	Approve new policy. Delete 5018: Bus Conduct
14.	5131.7	Weapons and Dangerous Instruments	Approve new policy.
15.	5131.9	Academic Honesty	Approve new policy. Delete 5038: Academic Honesty
16.	5141.3	Health Examinations	Approve new policy. Delete 5006: Health Examinations
17.	5145.2	Freedom of Speech	Approve new policy.
18.	5145.7	Sexual Harassment	Approve new policy.
19.	6143	Course of Study	Approve new policy.
20.	6159	Individualized Education Program	Approve new policy. Delete 6020: Individuals with Exceptional Needs
21.	6159.1	Procedural Safeguards and Complaints for Special Education	Approve new policy.
22.	6159.2	Nonpublic, Nonsectarian School and Agency Services for Special Education	Approve new policy.
23.	6159.3	Appointment of Surrogate Parent for Special Education Students	Approve new policy.
24.	6164.4	Identification and Evaluation of Individuals for Special Education	Approve new policy.
25.	6164.6	Identification and Education Under Section 504	Approve new policy. Delete 6024
26.	6179	Supplemental Instruction	Approve new policy.
27.	6200	Adult Education	Approve new policy.
28.	9323	Meeting Conduct	Approve updates to current policy.

Recommended Action

Staff recommends the Board of Education approve the addition, revision, and deletion of policies, as listed.

Laguna Beach Unified School District

25. ACTION

November 14, 2017

Approval: **Employment Contracts for Assistant Superintendent, Business Services, Assistant Superintendent, Human Resources and Public Communications, and Assistant Superintendent, Instructional Services**

Proposal

Employment contracts for LBUSD Assistant Superintendents of Business Services, Human Resources and Public Communications, and, Instructional Services, are presented to the Board of Education for review and approval. The term of the contracts is to be through June 30, 2020.

Background

Currently, LBUSD assistant superintendent's do not have employment contracts. At the request of the Board, staff surveyed 28 districts throughout Orange County to determine the use of single employee contracts for assistant superintendent's. The district received responses from 16 districts. Of the 16 that responded, 15 were providing single employee contracts to staff beyond the superintendent.

Budget Impact

There is no budget impact.

Recommended Action

Staff recommends the Board of Education approve the employment contracts for the Assistant Superintendent, Business Services; Assistant Superintendent, Human Resources and Public Communications; and, Assistant Superintendent, Instructional Services through June 30, 2020.

EMPLOYMENT AGREEMENT

between

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

and

JEFFREY DIXON

This Employment Agreement ("Agreement") is made and entered into effective as of DATE by and between the Laguna Beach Unified School District, a public school district of the State of California ("District") and Jeffrey Dixon, an individual (referred to herein as "Assistant Superintendent").

WHEREAS, the District's Governing Board of Education ("Board") desires to employ the Assistant Superintendent as the Assistant Superintendent, Business Services of the District, and the Assistant Superintendent desires to accept employment as the Assistant Superintendent, Business Services for the District upon the terms and conditions hereinafter set forth in this Agreement;

NOW, THEREFORE, in consideration of the foregoing, and of the terms and conditions set forth herein, the parties hereto agree as follows:

1. Term

The term of this Agreement shall commence on DATE and terminate June 30, 2020, unless terminated earlier pursuant to the provisions of this Agreement, or unless extended as provided herein or as provided by law.

Should Assistant Superintendent receive a satisfactory evaluation pursuant to this Agreement, this Agreement will be extended for an additional year, so long as the term of the Agreement does not at any time exceed three years. An amendment for the extension of the term of this agreement shall be approved at a regularly scheduled Board Meeting.

The District shall provide the Assistant Superintendent with at least 120 days written notice prior to the expiration of this Agreement of the intention of the District not to renew the Agreement. Failure to give such notification shall result in the renewal of this Agreement as if notice had not been provided under Education Code 35031.

2. Employment Duties and Obligations

The Board hereby employs the Assistant Superintendent as the Assistant Superintendent, Business Services of the District, and the Assistant Superintendent accepts employment as the Assistant Superintendent, Business Services of the District. In said capacity, the Assistant Superintendent shall do and perform all services, acts, or tasks, necessary or advisable, to manage and conduct his duties. Without limiting the foregoing, Assistant Superintendent (Assistant Superintendent's designee) shall perform the duties outlined in the job description for Assistant Superintendent, Business Services.

The Board will endeavor to maintain and improve the Assistant Superintendent's professional competence by a variety of means, including, without implied limitation, subscription to and reading of appropriate periodicals, and joining and participating in appropriate professional associations and their activities.

The Assistant Superintendent will obtain and maintain all licenses, credentials, certificates, permits and approvals of whatever nature that are legally required to fulfill the Assistant Superintendent's obligations as the Assistant Superintendent, Business Services of the District.

This is an agreement for the performance of professional services as Assistant Superintendent, Business Services of the District. No policy or bylaw of the District shall diminish the Assistant Superintendent's statutory or contractual authority. All duties assigned to the Assistant Superintendent by the Superintendent and Board shall be appropriate to and consistent with the professional role and responsibility of the Assistant Superintendent. The Assistant Superintendent shall be provided with such facilities, equipment, supplies, and clerical assistance as appropriate to the Assistant Superintendent's position and necessary for the adequate performance of his duties. The Assistant Superintendent will be provided with the appropriate technology that will assist him in the performance of the Assistant Superintendent's job duties and responsibilities. These are to include, by way of example but not by way of limitation, a laptop computer, tablet computer, cellular telephone or other personal communication device, and internet access.

3. Obligations of District

The District shall provide the Assistant Superintendent with the compensation, incentives, benefits, and business expense reimbursements specified in this Agreement.

3.1 Salary

The Assistant Superintendent shall be placed on step 2 of the Assistant Superintendent classified Management salary schedule:

Step 2 (2017-18)	\$179,660
Step 3 (2018-19)	\$183,920
Step 4 (2019-20)	\$188,291

In addition to the base salary, the Assistant Superintendent shall receive, on an annual basis, a master's degree increment of \$3,050, a doctoral increment of \$2,500, and a special certification increment of \$750, consistent with other classified management employees should the Assistant Superintendent have earned such degrees. It is the Board's goal to provide stability and continuity in the operational and instructional programs of the District, and, consistent with such goal, the Board agrees that the Assistant Superintendent shall be compensated for his longevity with the District, consistent with the longevity payments provided to other classified management employees. A longevity increment of 4% of base

salary shall be added to the Assistant Superintendent's salary beginning with the sixth year of service. The increments outlined in this section shall be considered salary for tax purposes and be treated as creditable compensation under the CalPERS guidelines.

The Assistant Superintendent shall also receive any increases given to the administrative unit based on the results of negotiations. Any such upward adjustment shall be in the form of a mutually agreed upon written amendment and shall become a part of this Agreement. The Board reserves the right to increase the salary of the Assistant Superintendent at any time.

3.2 Health Benefits/Insurance

The Assistant Superintendent shall be provided with health benefits and other insurance as provided other classified management personnel in the District.

3.3 Mileage Allowance

The Assistant Superintendent shall provide a suitable automobile for his transportation in the performance of his duties on school business within the county. The Assistant Superintendent shall receive \$200 per month mileage allowance. The Assistant Superintendent shall not be required to provide documentation for this allowance. Travel outside of the county shall be reimbursed at the District allowed mileage rate.

3.4 Professional Association Dues

District shall pay the Assistant Superintendent's expenses and dues for membership in professional organizations including the Association of California School Administrators (ACSA) and such other professional associations as the Assistant Superintendent may participate in, up to \$1,600 per year. District shall reimburse the Assistant Superintendent for all reasonable expenses incurred by him in connection with District business. The District shall also pay on behalf of the Assistant Superintendent expenses incurred in attendance for regional, regional, state, or national conferences held within California, seminars, hearings or meetings which are devoted to matters that in the Assistant Superintendent's judgment relate to the benefit and welfare of the District.

3.7 Work Days

The Assistant Superintendent's work year shall be 245 days. The Assistant Superintendent shall be entitled to 25 days of vacation, non-work time, each year without loss of compensation. The Assistant Superintendent shall accrue or accumulate up to, but no more than, fifty (50) vacation days at which point vacation will cease to accrue. The Assistant Superintendent is expected to use vacation days every year.

Upon termination or expiration of the Agreement, the Assistant Superintendent shall be entitled to compensation for all unused and accrued vacation days up to the limit of fifty (50) days at the then current annual salary rate. The Assistant Superintendent shall also receive twelve (12) days paid sick leave per school year.

4. Evaluation of the Assistant Superintendent

The Assistant Superintendent shall be evaluated by the Superintendent each year of this Agreement. The evaluation shall be completed by June 30 each year of this Agreement.

5. Outside Professional Activities

With prior written approval from the Superintendent, the Assistant Superintendent may undertake outside professional activities for remuneration including consulting, teaching, speaking, and writing provided that all such outside professional activities do not interfere with the Assistant Superintendent's ability to perform duties under this Agreement.

6. Severance of Agreement

Notwithstanding any other provision of this Agreement, the Board, without cause, in its sole discretion, shall have the option to unilaterally terminate this Agreement upon the provision of written notice of such termination to the Assistant Superintendent. If the Board elects the option to terminate this Agreement without cause, then the Assistant Superintendent shall receive the Assistant Superintendent's regular Assistant Superintendent's salary for the remainder of the Term, or twelve (12) months, whichever is less, and shall additionally be entitled to the health insurance benefits that the Assistant Superintendent has elected for the same period of time. Such termination payments shall be paid on the same installment basis as the Assistant Superintendent's current salary unless both parties have mutually agreed to another form of compensation.

Pursuant to Government Code section 53243.2, any funds received by the Assistant Superintendent from the District as a buyout, resulting from the Board's decision to terminate the Assistant Superintendent without cause, shall be fully reimbursed to the District if the Assistant Superintendent is convicted of a crime involving the abuse of his or her powers of office.

7. Conflict of Laws

This Agreement shall be governed by the laws of the State of California.

8. Severability

If one or more of the provisions of this Agreement are hereafter declared invalid or unenforceable by judicial, legislative or administrative authority of competent jurisdiction, then the parties hereto agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

9. Modification

No change or modification of the terms or provisions of this Agreement shall be deemed valid unless set forth in writing and signed by both parties.

10. Waiver

No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.

11. Further Assurances

Each of the parties hereto shall execute and deliver any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of their obligations hereunder and to carry out the intent and agreements of the parties hereto.

12. Assignment

Since this Agreement is for the employment of the Assistant Superintendent and the Assistant Superintendent's specific knowledge and talents, both parties acknowledge that neither party shall assign this Agreement or any interest therein. Any such attempt to assign this Agreement is null, void and of no effect.

13. Indemnity

In accordance with the provisions of Government Code §825 and 995, the District shall defend the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in Assistant Superintendent's individual capacity, or official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while the Assistant Superintendent was acting within the scope of employment.

Upon retirement or separation from the district, the Assistant Superintendent will continue to be indemnified for any actions taken against him related to his role as the Assistant Superintendent.

IN WITNESS WHEREOF, this Agreement has been executed this DATE day of MONTH, 2017.

Dated: LAGUNA BEACH UNIFIED SCHOOL DISTRICT

By:

By:

Dated:

Jeffrey Dixon, Assistant Superintendent

EMPLOYMENT AGREEMENT

between

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

and

LEISA WINSTON

This Employment Agreement ("Agreement") is made and entered into effective as of DATE by and between the Laguna Beach Unified School District, a public school district of the State of California ("District") and Leisa Winston, an individual (referred to herein as "Assistant Superintendent").

WHEREAS, the District's Governing Board of Education ("Board") desires to employ the Assistant Superintendent as the Assistant Superintendent, Human Resources and Public Communications of the District, and the Assistant Superintendent desires to accept employment as the Assistant Superintendent, Human Resources and Public Communications for the District upon the terms and conditions hereinafter set forth in this Agreement;

NOW, THEREFORE, in consideration of the foregoing, and of the terms and conditions set forth herein, the parties hereto agree as follows:

1. Term

The term of this Agreement shall commence on DATE and terminate June 30, 2020, unless terminated earlier pursuant to the provisions of this Agreement, or unless extended as provided herein or as provided by law.

Should Assistant Superintendent receive a satisfactory evaluation pursuant to this Agreement, this Agreement will be extended for an additional year, so long as the term of the Agreement does not at any time exceed three years. An amendment for the extension of the term of this agreement shall be approved at a regularly scheduled Board Meeting.

The District shall provide the Assistant Superintendent with at least 120 days written notice prior to the expiration of this Agreement of the intention of the District not to renew the Agreement. Failure to give such notification shall result in the renewal of this Agreement as if notice had not been provided under Education Code 35031.

2. Employment Duties and Obligations

The Board hereby employs the Assistant Superintendent as the Assistant Superintendent, Human Resources and Public Communications of the District, and the Assistant Superintendent accepts employment as the Assistant Superintendent, Human Resources and Public Communications of the District. In said capacity, the Assistant Superintendent shall do and perform all services, acts, or tasks, necessary or advisable, to manage and conduct her duties. Without limiting the foregoing, Assistant Superintendent (Assistant Superintendent's designee) shall perform the duties outlined in the job description for Assistant Superintendent, Human Resources and Public Communications.

The Board will endeavor to maintain and improve the Assistant Superintendent's professional competence by a variety of means, including, without implied limitation, subscription to and reading of appropriate periodicals, and joining and participating in appropriate professional associations and their activities.

The Assistant Superintendent will obtain and maintain all licenses, credentials, certificates, permits and approvals of whatever nature that are legally required to fulfill the Assistant Superintendent's obligations as the Assistant Superintendent, Human Resources and Public Communications of the District.

This is an agreement for the performance of professional services as Assistant Superintendent, Human Resources and Public Communications of the District. No policy or bylaw of the District shall diminish the Assistant Superintendent's statutory or contractual authority. All duties assigned to the Assistant Superintendent by the Superintendent and Board shall be appropriate to and consistent with the professional role and responsibility of the Assistant Superintendent. The Assistant Superintendent shall be provided with such facilities, equipment, supplies, and clerical assistance as appropriate to the Assistant Superintendent's position and necessary for the adequate performance of her duties. The Assistant Superintendent will be provided with the appropriate technology that will assist her in the performance of the Assistant Superintendent's job duties and responsibilities. These are to include, by way of example but not by way of limitation, a laptop computer, tablet computer, cellular telephone or other personal communication device, and internet access.

3. Obligations of District

The District shall provide the Assistant Superintendent with the compensation, incentives, benefits, and business expense reimbursements specified in this Agreement.

3.1 Salary

The Assistant Superintendent shall be placed on step 5 of the Assistant Superintendent certificated Management salary schedule:

Step 5 (2017-18)	\$192,764
Step 6 (2018-19)	\$199,068
Step 7 (2019-20)	\$216,985

In addition to the base salary, the Assistant Superintendent shall receive, on an annual basis, a master's degree increment of \$3,050, and a doctoral increment of \$2,500 consistent with other certificated management employees should the Assistant Superintendent have earned such degrees. It is the Board's goal to provide stability and continuity in the operational and instructional programs of the District, and, consistent with such goal, the Board agrees that the Assistant Superintendent shall be compensated for her longevity with the District, consistent with the longevity payments provided to other certificated management employees. A longevity increment of 4% of base salary shall be added to the Assistant

Superintendent's salary beginning with the sixth year of service. The increments outlined in this section shall be considered salary for tax purposes and be treated as creditable compensation under the CalSTRS guidelines.

The Assistant Superintendent shall also receive any increases given to the administrative unit based on the results of negotiations. Any such upward adjustment shall be in the form of a mutually agreed upon written amendment and shall become a part of this Agreement. The Board reserves the right to increase the salary of the Assistant Superintendent at any time.

3.2 Health Benefits/Insurance

The Assistant Superintendent shall be provided with health benefits and other insurance as provided other certificated management personnel in the District.

3.3 Mileage Allowance

The Assistant Superintendent shall provide a suitable automobile for her transportation in the performance of her duties on school business within the county. The Assistant Superintendent shall receive \$200 per month mileage allowance. The Assistant Superintendent shall not be required to provide documentation for this allowance. Travel outside of the county shall be reimbursed at the District allowed mileage rate.

3.4 Professional Association Dues

District shall pay the Assistant Superintendent's expenses and dues for membership in professional organizations including the Association of California School Administrators (ACSA) and such other professional associations as the Assistant Superintendent may participate in, up to \$1,600 per year. District shall reimburse the Assistant Superintendent for all reasonable expenses incurred by her in connection with District business. The District shall also pay on behalf of the Assistant Superintendent expenses incurred in attendance for regional, regional, state, or national conferences held within California, seminars, hearings or meetings which are devoted to matters that in the Assistant Superintendent's judgment relate to the benefit and welfare of the District.

3.7 Work Days

The Assistant Superintendent's work year shall be 245 days. The Assistant Superintendent shall be entitled to 25 days of vacation, non-work time, each year without loss of compensation. The Assistant Superintendent shall accrue or accumulate up to, but no more than, fifty (50) vacation days at which point vacation will cease to accrue. The Assistant Superintendent is expected to use vacation days every year.

Upon termination or expiration of the Agreement, the Assistant Superintendent shall be entitled to compensation for all unused and accrued vacation days up to the limit of fifty (50) days at the then current annual salary rate. The Assistant Superintendent shall also receive twelve (12) days paid sick leave per school year.

4. Evaluation of the Assistant Superintendent

The Assistant Superintendent shall be evaluated by the Superintendent each year of this Agreement. The evaluation shall be completed by June 30 each year of this Agreement.

5. Outside Professional Activities

With prior written approval from the Superintendent, the Assistant Superintendent may undertake outside professional activities for remuneration including consulting, teaching, speaking, and writing provided that all such outside professional activities do not interfere with the Assistant Superintendent's ability to perform duties under this Agreement.

6. Severance of Agreement

Notwithstanding any other provision of this Agreement, the Board, without cause, in its sole discretion, shall have the option to unilaterally terminate this Agreement upon the provision of written notice of such termination to the Assistant Superintendent. If the Board elects the option to terminate this Agreement without cause, then the Assistant Superintendent shall receive the Assistant Superintendent's regular Assistant Superintendent's salary for the remainder of the Term, or twelve (12) months, whichever is less, and shall additionally be entitled to the health insurance benefits that the Assistant Superintendent has elected for the same period of time. Such termination payments shall be paid on the same installment basis as the Assistant Superintendent's current salary unless both parties have mutually agreed to another form of compensation.

Pursuant to Government Code section 53243.2, any funds received by the Assistant Superintendent from the District as a buyout, resulting from the Board's decision to terminate the Assistant Superintendent without cause, shall be fully reimbursed to the District if the Assistant Superintendent is convicted of a crime involving the abuse of his or her powers of office.

7. Conflict of Laws

This Agreement shall be governed by the laws of the State of California.

8. Severability

If one or more of the provisions of this Agreement are hereafter declared invalid or unenforceable by judicial, legislative or administrative authority of competent jurisdiction, then the parties hereto agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

9. Modification

No change or modification of the terms or provisions of this Agreement shall be deemed valid unless set forth in writing and signed by both parties.

10. Waiver

No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.

11. Further Assurances

Each of the parties hereto shall execute and deliver any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of their obligations hereunder and to carry out the intent and agreements of the parties hereto.

12. Assignment

Since this Agreement is for the employment of the Assistant Superintendent and the Assistant Superintendent's specific knowledge and talents, both parties acknowledge that neither party shall assign this Agreement or any interest therein. Any such attempt to assign this Agreement is null, void and of no effect.

13. Indemnity

In accordance with the provisions of Government Code §825 and 995, the District shall defend the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in Assistant Superintendent's individual capacity, or official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while the Assistant Superintendent was acting within the scope of employment.

Upon retirement or separation from the district, the Assistant Superintendent will continue to be indemnified for any actions taken against him/her related to her role as the Assistant Superintendent.

IN WITNESS WHEREOF, this Agreement has been executed this DATE day of MONTH, 2017.

Dated: LAGUNA BEACH UNIFIED SCHOOL DISTRICT

By:

By:

Dated:

Leisa Winston, Assistant Superintendent

EMPLOYMENT AGREEMENT

between

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

and

ALYSIA ODIPO

This Employment Agreement ("Agreement") is made and entered into effective as of DATE by and between the Laguna Beach Unified School District, a public school district of the State of California ("District") and Alysia Odipo, an individual (referred to herein as "Assistant Superintendent").

WHEREAS, the District's Governing Board of Education ("Board") desires to employ the Assistant Superintendent as the Assistant Superintendent, Instructional Services of the District, and the Assistant Superintendent desires to accept employment as the Assistant Superintendent, Instructional Services for the District upon the terms and conditions hereinafter set forth in this Agreement;

NOW, THEREFORE, in consideration of the foregoing, and of the terms and conditions set forth herein, the parties hereto agree as follows:

1. Term

The term of this Agreement shall commence on DATE and terminate June 30, 2020, unless terminated earlier pursuant to the provisions of this Agreement, or unless extended as provided herein or as provided by law.

Should Assistant Superintendent receive a satisfactory evaluation pursuant to this Agreement, this Agreement will be extended for an additional year, so long as the term of the Agreement does not at any time exceed four years. An amendment for the extension of the term of this agreement shall be approved at a regularly scheduled Board Meeting.

The District shall provide the Assistant Superintendent with at least 120 days written notice prior to the expiration of this Agreement of the intention of the District not to renew the Agreement. Failure to give such notification shall result in the renewal of this Agreement as if notice had not been provided under Education Code 35031.

2. Employment Duties and Obligations

The Board hereby employs the Assistant Superintendent as the Assistant Superintendent, Instructional Services of the District, and the Assistant Superintendent accepts employment as the Assistant Superintendent, Instructional Services of the District. In said capacity, the Assistant Superintendent shall do and perform all services, acts, or tasks, necessary or advisable, to manage and conduct her duties. Without limiting the foregoing, Assistant Superintendent (Assistant Superintendent's designee) shall perform the duties outlined in the job description for Assistant Superintendent, Instructional Services.

The Board will endeavor to maintain and improve the Assistant Superintendent's professional competence by a variety of means, including, without implied limitation, subscription to and reading of appropriate periodicals, and joining and participating in appropriate professional associations and their activities.

The Assistant Superintendent will obtain and maintain all licenses, credentials, certificates, permits and approvals of whatever nature that are legally required to fulfill the Assistant Superintendent's obligations as the Assistant Superintendent, Instructional Services of the District.

This is an agreement for the performance of professional services as Assistant Superintendent, Instructional Services of the District. No policy or bylaw of the District shall diminish the Assistant Superintendent's statutory or contractual authority. All duties assigned to the Assistant Superintendent by the Superintendent and Board shall be appropriate to and consistent with the professional role and responsibility of the Assistant Superintendent. The Assistant Superintendent shall be provided with such facilities, equipment, supplies, and clerical assistance as appropriate to the Assistant Superintendent's position and necessary for the adequate performance of her duties. The Assistant Superintendent will be provided with the appropriate technology that will assist her in the performance of the Assistant Superintendent's job duties and responsibilities. These are to include, by way of example but not by way of limitation, a laptop computer, tablet computer, cellular telephone or other personal communication device, and internet access.

3. Obligations of District

The District shall provide the Assistant Superintendent with the compensation, incentives, benefits, and business expense reimbursements specified in this Agreement.

3.1 Salary

The Assistant Superintendent shall be placed on step 2 of the Assistant Superintendent certificated Management salary schedule:

Step 2 (2017-18)	\$179,660
Step 3 (2018-19)	\$183,920
Step 4 (2019-20)	\$188,291

In addition to the base salary, the Assistant Superintendent shall receive, on an annual basis, a master's degree increment of \$3,050, and a doctoral increment of \$2,500 consistent with other certificated management employees should the Assistant Superintendent have earned such degrees. It is the Board's goal to provide stability and continuity in the operational and instructional programs of the District, and, consistent with such goal, the Board agrees that the Assistant Superintendent shall be compensated for her longevity with the District, consistent with the longevity payments provided to other certificated management employees. A longevity increment of 4% of base salary shall be added to the Assistant

Superintendent's salary beginning with the sixth year of service. The increments outlined in this section shall be considered salary for tax purposes and be treated as creditable compensation under the CalSTRS guidelines.

The Assistant Superintendent shall also receive any increases given to the administrative unit based on the results of negotiations. Any such upward adjustment shall be in the form of a mutually agreed upon written amendment and shall become a part of this Agreement. The Board reserves the right to increase the salary of the Assistant Superintendent at any time.

3.2 Health Benefits/Insurance

The Assistant Superintendent shall be provided with health benefits and other insurance as provided other certificated management personnel in the District.

3.3 Mileage Allowance

The Assistant Superintendent shall provide a suitable automobile for her transportation in the performance of her duties on school business within the county. The Assistant Superintendent shall receive \$200 per month mileage allowance. The Assistant Superintendent shall not be required to provide documentation for this allowance. Travel outside of the county shall be reimbursed at the District allowed mileage rate.

3.4 Professional Association Dues

District shall pay the Assistant Superintendent's expenses and dues for membership in professional organizations including the Association of California School Administrators (ACSA) and such other professional associations as the Assistant Superintendent may participate in, up to \$1,600 per year. District shall reimburse the Assistant Superintendent for all reasonable expenses incurred by her in connection with District business. The District shall also pay on behalf of the Assistant Superintendent expenses incurred in attendance for regional, regional, state, or national conferences held within California, seminars, hearings or meetings which are devoted to matters that in the Assistant Superintendent's judgment relate to the benefit and welfare of the District.

3.7 Work Days

The Assistant Superintendent's work year shall be 245 days. The Assistant Superintendent shall be entitled to 25 days of vacation, non-work time, each year without loss of compensation. The Assistant Superintendent shall accrue or accumulate up to, but no more than, fifty (50) vacation days at which point vacation will cease to accrue. The Assistant Superintendent is expected to use vacation days every year.

Upon termination or expiration of the Agreement, the Assistant Superintendent shall be entitled to compensation for all unused and accrued vacation days up to the limit of fifty (50) days at the then current annual salary rate. The Assistant Superintendent shall also receive twelve (12) days paid sick leave per school year.

4. Evaluation of the Assistant Superintendent

The Assistant Superintendent shall be evaluated by the Superintendent each year of this Agreement. The evaluation shall be completed by June 30 each year of this Agreement.

5. Outside Professional Activities

With prior written approval from the Superintendent, the Assistant Superintendent may undertake outside professional activities for remuneration including consulting, teaching, speaking, and writing provided that all such outside professional activities do not interfere with the Assistant Superintendent's ability to perform duties under this Agreement.

6. Severance of Agreement

Notwithstanding any other provision of this Agreement, the Board, without cause, in its sole discretion, shall have the option to unilaterally terminate this Agreement upon the provision of written notice of such termination to the Assistant Superintendent. If the Board elects the option to terminate this Agreement without cause, then the Assistant Superintendent shall receive the Assistant Superintendent's regular Assistant Superintendent's salary for the remainder of the Term, or twelve (12) months, whichever is less, and shall additionally be entitled to the health insurance benefits that the Assistant Superintendent has elected for the same period of time. Such termination payments shall be paid on the same installment basis as the Assistant Superintendent's current salary unless both parties have mutually agreed to another form of compensation.

Pursuant to Government Code section 53243.2, any funds received by the Assistant Superintendent from the District as a buyout, resulting from the Board's decision to terminate the Assistant Superintendent without cause, shall be fully reimbursed to the District if the Assistant Superintendent is convicted of a crime involving the abuse of his or her powers of office.

7. Conflict of Laws

This Agreement shall be governed by the laws of the State of California.

8. Severability

If one or more of the provisions of this Agreement are hereafter declared invalid or unenforceable by judicial, legislative or administrative authority of competent jurisdiction, then the parties hereto agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

9. Modification

No change or modification of the terms or provisions of this Agreement shall be deemed valid unless set forth in writing and signed by both parties.

10. Waiver

No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.

11. Further Assurances

Each of the parties hereto shall execute and deliver any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of their obligations hereunder and to carry out the intent and agreements of the parties hereto.

12. Assignment

Since this Agreement is for the employment of the Assistant Superintendent and the Assistant Superintendent's specific knowledge and talents, both parties acknowledge that neither party shall assign this Agreement or any interest therein. Any such attempt to assign this Agreement is null, void and of no effect.

13. Indemnity

In accordance with the provisions of Government Code §825 and 995, the District shall defend the Assistant Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Assistant Superintendent in Assistant Superintendent's individual capacity, or official capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while the Assistant Superintendent was acting within the scope of employment.

Upon retirement or separation from the district, the Assistant Superintendent will continue to be indemnified for any actions taken against him/her related to her role as the Assistant Superintendent.

IN WITNESS WHEREOF, this Agreement has been executed this DATE day of MONTH, 2017.

Dated: LAGUNA BEACH UNIFIED SCHOOL DISTRICT

By:

By:

Dated:

Alysia Odipo, Assistant Superintendent