

**BOARD MEETING NOTICE AND AGENDA**

**CULVER CITY UNIFIED SCHOOL DISTRICT**

**Regular Meeting of the Board of Education to  
“Conduct the District’s Business in Public”**

**CLOSED SESSION – 6:00 p.m.**

**OPEN SESSION – 7:00 p.m.**

**District Office Board Room  
4034 Irving Place, Culver City, CA 90232**

**June 23, 2015**

Persons in the audience during the meeting of the Board of Education are asked not to talk during presentations or the meeting. If conversation with another person needs to take place, please do so outside the Board Room so as not to disrupt others or the meeting. *Please make sure your cell phone is turned off or silenced at this time.*

**PRESENTATIONS AND PUBLIC COMMENTS**

Persons wishing to address the Board on any item on the agenda will be granted three (3) minutes at the time the item appears on the agenda. In the case of a non-agenda item, persons are invited to comment under “Public Recognition.” In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Prior to addressing the Board, please complete a card (located on the table at the rear entrance) and give the card to the Superintendent’s Executive Assistant. Persons addressing the Board are asked to do so from the podium. Please state your name, address, and organization before making your presentation.

**1. CALL TO ORDER**

The meeting was called to order by \_\_\_\_\_, at \_\_\_\_\_ p.m.

**Roll Call – Board of Trustees**

Nancy Goldberg, President  
Steven M. Levin, Ph.D., Vice President  
Katherine Paspalis, Esq., Clerk  
Susanne Robins, Member  
Laura Chardiet, Member

**2. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

**3. RECESS TO CLOSED SESSION**

- 3.1 Readmission of School and Family Support Services Case #01-14-15
- 3.2 Readmission of School and Family Support Services Case #03-13-14
- 3.3 Readmission of School and Family Support Services Case #01-13-14
- 3.4 Readmission of School and Family Support Services Case #03-14-15

- 3.5 Suspended Expulsion of School and Family Support Services Case #09-14-15
- 3.6 Student Expulsion Matter of School and Family Support Services Case #10-14-15 Pursuant to Ed Code 48918
- 3.7 Conference with Labor Negotiator (Pursuant to GC §54957.6)  
Agency Designated Representatives: Leslie Lockhart, Assistant Superintendent of Human Resources; Mike Reynolds, Assistant Superintendent Business Services; David LaRose, Superintendent  
Employee Organizations: Culver City Federation of Teachers (CCFT); Association of Classified Employees (ACE); and Management Association of Culver City Schools (MACCS)
- 3.8 Conference with Legal Counsel - Anticipated Litigation (Significant exposure to litigation Pursuant to subdivision (b) of GC §54956.9) (1 Potential Case)
- 3.9 Public Employee Discipline/Dismissal/Release (Pursuant to GC §54957)
- 3.10 Public Appointment/Employment (Pursuant to GC §54957)  
Certificated Personnel Services Report No. 19  
Classified Personnel Services Report No. 19

**4. ADJOURNMENT OF CLOSED SESSION**

**5. REGULAR MEETING – 7:00 p.m.**

5.1 Roll Call – Board of Trustees  
Nancy Goldberg, President  
Steven M. Levin, Ph.D., Vice President  
Katherine Paspalis, Esq., Clerk  
Susanne Robins, Member  
Laura Chardiet, Member

5.2 Flag Salute

**6. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN BY THE BOARD IN CLOSED SESSION**

**7. PUBLIC HEARING - None**

**8. ADOPTION OF AGENDA**

Recommendation is made that the agenda be adopted as submitted.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_



9. **CONSENT AGENDA**

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. An Administrative Recommendation on each item is contained in the agenda supplements. There will be no separate discussions of these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Items.

- 9.1 Approval is Recommended for the Minutes of Regular Meeting – June 9, 2015
- 9.2 Approval is Recommended for Purchase Orders and Warrants
- 9.3 Approval is Recommended for Acceptance of Gifts - Donations
- 9.4 Approval is Recommended for the Certificated Personnel Reports No. 19
- 9.5 Approval is Recommended for the Classified Personnel Reports No. 19
- 9.6 Acceptance of Enrollment Report
- 9.7 Approval is Recommended for the Agreement with Charlie’s Fence Company
- 9.8 Approval is Recommended for the Purchase of Handheld Radios
- 9.9 Approval is Recommended for the Chromebook Purchase from CDW-G Pursuant to the CAL-Save Program
- 9.10 Approval is Recommended for the Emergency Permit, Declaration of Need for Fully Qualified Educators
- 9.11 Approval of Office of Child Development 2015/2016 Contracts
- 9.12 Approval of Office of Child Development 2015/2016 Resolution
- 9.13 Approval is Recommended for the Agreement with Dannis Woliver Kelley

10. **AWARDS, RECOGNITIONS AND PRESENTATIONS**

- 10.1 Loss Control Award Presented by Alliance of Schools for Cooperative Insurance Programs (ASCIP)
- 10.2 “The Lunch Lady” Film

11. **PUBLIC RECOGNITION**

Public recognition is the time when members of the audience may address the Board on matters not listed on the agenda. Those persons wishing to speak should complete a Speaker’s Card and submit it to the Superintendent’s Executive Assistant. In the interest of time and order, presentations from the public are limited to three (3) minutes per person. The total time for non-agenda items shall not exceed twenty (20) minutes. Board members will be allotted fifteen (15) minutes to comment during this portion of the agenda. The Board of Trustees may reduce the time limit(s) if there are a large number of individuals desiring to address the Board.

- 11.1 Superintendent’s Report
- 11.2 Assistant Superintendents’ Reports
- 11.3 Members of the Audience
- 11.4 Members of the Board of Education

12. **INFORMATION ITEMS**

Information items are generally included on the agenda for two reasons: to solicit reactions from the Board and the public on matters which may require Board action at a later date; and to provide information on a wide range of matters of interest to the Board and public. Comments by the public shall be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

12.1 2015-2016 Proposed Budget

13. **RECESS (10 Minutes)**

14. **ACTION ITEMS**

This is the time of the meeting when members of the audience may address the Board on matters that are on the agenda. Those persons wishing to speak should complete a Speaker's Card and submit it to the Superintendent's Executive Assistant. Routine Board procedure on action items includes: receiving additional background information or analysis from staff; receiving comments from members of the audience; receiving additional information from the Superintendent or other resource personnel; introducing a motion on the item; taking action on the agenda item. Comments by the public will be limited to three (3) minutes per person and twenty (20) minutes per agenda item unless the Board, by majority vote, agrees to extend or reduce the time.

14.1 **Superintendent's Items**

14.1a Approval Amended Employment Contract Between CCUSD and David LaRose as District Superintendent

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.1b Approval is Recommended for the Amended Employment Contract Between CCUSD and the Assistant Superintendent of Human Resources

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.1c Approval is Recommended for the Amended Employment Contract Between CCUSD and the Assistant Superintendent of Educational Services

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.1d Approval is Recommended for the Amended Employment Contract Between CCUSD and the Assistant Superintendent of Business Services

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2 **Education Services Items**

14.2a Approval of Readmission of School and Family Support Services Case #01-14-15

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2b Approval of Readmission of School and Family Support Services Case #03-13-14

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2c Approval of Readmission of School and Family Support Services Case #01-13-14

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2d Approval of Readmission of School and Family Support Services Case #03-14-15

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2e Approval is Recommended for the Suspended Expulsion of School and Family Support Services Case #09-14-15

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2f Approval is Recommended for the Local Control and Accountability Plan (LCAP)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.2g Second Reading and Approval of Revised Board Policy and Administrative Regulation 6174, Instruction – Education for English Language Learners

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**14.3 Business Items**

14.3a Approval is Recommended for the 2015-2016 Adopted Budget

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3b Approval is Recommended for Resolution #25/2014-2015 Authorizing Piggy-Back Purchase of iPads off the Glendale USD Bid

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3c Approval is Recommended for the Elevator Project Retention Release to Balfour Beatty

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3d Approval is Recommended for AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Association of Classified Employees (ACE)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3e Approval is Recommended for AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Culver City Federation of Teachers (CCFT)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.3f Approval is Recommended for AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Management Association of Culver City Schools (MACCS)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**14.4 Personnel Items**

14.4a Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4b Approval is Recommended for the 2015/2016 Certificated Salary Schedules

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4c Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Association of Classified Employees (ACE)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4d Approval is Recommended for the 2015/2016 Classified Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4e Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School district (CCUSD) and the Management Association of Culver City Schools (MACCS)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4f Approval is Recommended for the 2015/2016 MACCS Salary Schedules

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4g Approval is Recommended for the New 2015/2016 Contracted Management Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4h Approval is Recommended for the New 2015/2016 Adult School Unrepresented Teacher Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4i Approval is Recommended for the 2015/2016 CTE Unrepresented Certificated Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4j Approval is Recommended for the 2015/2016 Substitute Teacher Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4k Approval is Recommended for the 2015/2016 Classified Substitute and Classified Temporary Salary Schedule

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

14.4l Approval is Recommended for the Alternative Education TOSA Job Description

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**15. BOARD BUSINESS**

15.1 Board Self-Evaluation

**16. ADJOURNMENT**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY. Any individual with a disability who requires reasonable accommodation to participate in a board meeting, may request assistance by contacting the Superintendent's Office at 4034 Irving Place, Culver City, CA 90232. Phone Number: (310)842-4220 Fax Number: (310)842-4205

## FUTURE MEETINGS

July 14 – 7:00 p.m. – Regular Public Meeting (6:00 p.m. Closed Session), District Office, Board Room, 4034 Irving Place  
August 25 - 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), City Hall, Chambers, 9770 Culver Blvd.

**NOTE:** The CCUSD TIP Hotline is (310) 535-2590. Culver City Unified School District meetings are regularly scheduled for the second and fourth Tuesdays of every month. Public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Office, 4034 Irving Place in Culver City during regular business hours (8:00 a.m. to 4:30 p.m.) A complete agenda is available for review in each school office and also available for pickup at the District Office. Visit the Culver City Unified School District Website at [www.ccusd.org](http://www.ccusd.org). Each school office has a suggestion box. We look forward to receiving your comments and suggestions.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
UNADOPTED MINUTES**

<b>Meeting:</b>	<b><u>Regular Meeting</u></b>	<b>Date:</b>	<b><u>June 9, 2015</u></b>
<b>Place:</b>	<b><u>District Administration Office</u></b>	<b>Time:</b>	<b><u>6:00 p.m. – Public Meeting</u></b>
	<b><u>4034 Irving Place</u></b>		<b><u>6:01 p.m. – Closed Session</u></b>
	<b><u>Culver City 90232</u></b>		<b><u>7:00 p.m. – Public Meeting</u></b>

**Board Members Present**

**Nancy Goldberg, President**  
**Katherine Paspalis, Esq., Clerk**  
**Susanne Robins, Member**  
**Laura Chardiet, Member**

**Staff Members Present**

**David LaRose, Superintendent**  
**Kati Krumpe**  
**Leslie Lockhart**  
**Mike Reynolds**

**Call to Order**

Board President Ms. Goldberg called the meeting of the Culver City Unified School District Board of Education to order at 6:00 p.m. The Board adjourned to Closed Session at 6:01 p.m. and reconvened the public meeting at 7:05 p.m. with all Board members in attendance. Sean Green led the Pledge of Allegiance.

**Report from Closed Session**

Ms. Goldberg reported that the Governing Board met in Closed Session regarding issues listed on today's Closed Session agenda and announced that no reportable actions were taken.

**8. Adoption of Agenda**

It was moved by Ms. Chardiet and seconded by Ms. Paspalis that the Board adopt the June 9, 2015 agenda as presented. The motion was unanimously approved with a vote of 4 – Ayes by Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins; and 0 – Nays.

**9. Consent Agenda**

Ms. Goldberg called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any items. There were no items withdrawn for discussion. Ms. Paspalis noted that the title of item 9.2 is actually Purchase Orders and not Purchase. It was moved by Ms. Paspalis and seconded by Ms. Chardiet to approve Consent Agenda Items 9.1 – 9.7 as presented. The motion was unanimously approved with a vote of 4 – Ayes by Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins; and 0 – Nays.

- 9.1 Minutes of Regular Meeting – May 26, 2015
- 9.2 Purchase Orders
- 9.3 Certificated Personnel Reports No. 18
- 9.4 Classified Personnel Reports No. 18
- 9.5 Consolidated Application for Funding Categorical Aid Programs
- 9.6 Agreement with the Sunbridge Harbor View Rehabilitation Center
- 9.7 Filing of the Notice of Completion for the Elevator Tower Projects

**10. Awards, Recognitions and Presentations**

**10.1 Engaging Students on Mathematics**

Dr. Krumpe introduced students who attended the meeting to share some of the Mathematic Practices that are helping them to learn the new Common Core curriculum, and to show how the partnership with Cotsen and LMU is working for our students. Dr. Krumpe also explained why we will now have Sustainability Coaches. The Sustainability Coaches, Tayo Balogun from CCMS and Cyndia Acker-Ramirez from CCHS, spoke about how the students are engaging in the math practices. Sean Green, an eighth grade student spoke about how videos can relate to math. Mr. Green spoke about how videos/movies can relate to math. He explained the “hook” that gets our brain started before the lesson and the different processes he has used. High School student Gabriel Lobet

who is in Honors Trigonometry spoke about the approach and plan of a math problem. Paige Rothfarb spoke about structured note taking in Geometry. Arianna and Guiana, sixth grade students, spoke about Active Practice; and Alaf Mohamed, a ninth grader spoke about Error Analysis. The counselors then spoke about the Instructional Cycle. Board members thanked everyone for their presentation.

### **10.2 Spotlight on Education - Culver Park High School**

Ms. Veronica Montes, Principal of Culver Park High School, the iAcademy, and Culver City Adult School spoke about the four principles that guide their approach to teaching the students at all three schools. She thanked the Board for their creativeness in working with students that need an alternative way of learning. She stated that Culver Park had a visit from WASC who is reaffirming the school's accreditation status through 2018. Ms. Montes stated that with the help of Ruth Morris they have been able to do so much more this year. Students from Culver Park shared what projects they have done with the arts partnerships they have. Sophia Brown spoke about her experience with the UCLA Steps Program. She is very thankful for all that they have done. Isaiah spoke about his positive experience at Culver Park, and how each term everyone improved on their communication. Another student spoke about having Art Works at the school and how much he enjoyed learning more about the students and hearing how they shared their stories. Another student got chosen for the first year of Chirons at the High School to mentor other students. That taught her a lot about working with younger students. She shared her future plans of becoming a Cosmetologist. Another student spoke about how he came to Culver Park two years ago and did not think he would graduate. He spoke about how much Culver Park has changed him for the better and he is proud to be graduating. Ricardo stated that he did not think much about going to Culver Park and now he cannot imagine not going there anymore. He shared his positive experience at the school. Keelan also shared his experience. Ya'Elle Wright, this year's Student Representative from Culver Park, thanked the Board and the Superintendent for letting her be a Student Representative. She spoke about what a great experience this year has been at Culver Park for her and also being the school's representative at Board meetings. All the students did a spoken word performance. Board members thanked all of the students, Ms. Montes, and Ms. Morris for such a wonderful and moving performance and presentation.

### **10.3 School Smarts Presentation**

Jennifer Slabbinck, Principal at La Ballona Elementary, spoke about the School Smarts Program which is a Parent Engagement Program. She introduced Ms. Mendez who is a teacher at the school who provided the details on the program. Ms. Mendez spoke about the different aspects of the program and how she worked with parents that participated. The program helped them to be more engaged and helped them to be more involved in their child's school work and future. Parents received homework and some of it was shared so that the Board could see the types of activities that they were doing. Some of the parents that participated in the program were present at the meeting to be acknowledged for their hard work and for their participation. Jody Reichel, Council PTA President, stated that she initially heard about the program at a PTA event that she attended. She noted that it was really Heather Moses, parent at La Ballona, who really advocated for bringing the program to their school.

## **11. Public Recognition**

### **11.1 Superintendent's Report**

Mr. LaRose reported on his meeting regarding the pilot Big Brothers Big Sisters Program at La Ballona Elementary. He stated that they are looking to recruit eleven more people to be involved with students in the program. He informed the Board of the events taking place to gear up for the Summer Lunch Program also at La Ballona Elementary, shared some of the events that will take place during the summer, and thanked the partners that are working with the District for the program. Mr. LaRose reported on his attendance at the Office of Child Development where he watched the students perform "Under the Big Top." He stated that their performance was very emotional and remarkable.

### **11.2 Assistant Superintendents' Reports**

Dr. Krumpke deferred her time to when she presents information on the LCAP.

Mrs. Lockhart reported that negotiations with CCFT and ACE have concluded. She thanked the CCFT and ACE negotiation teams, as well as the CCUSD team. She announced that she will be the Title 9 Coordinator for the



District. It is also “hiring season” for the Human Resources Department and there are about three hundred applicants just for the K-5 positions.

Mr. Reynolds reported on his attendance at the City Council Meeting. A big topic was the City’s upcoming installation of a fiber network. Mr. Reynolds was pleased to announce that the fiber optic will run right up to the doorstep of all of our schools. The City really took the District into consideration in their fiber optic planning. He informed the Board that there was a recent legal ruling that may compromise some of the wording in the Lease-Back Agreement but he will provide the Board with additional information as he receives it.

#### **11.4 Members of the Audience**

There were no remarks from audience members.

#### **11.5 Members of the Board**

Board Members spoke about:

- Ms. Robins reported on her attendance at the 8<sup>th</sup> Grade Exit Interviews and stated they were completed last week. She stated it was a great program. Ms. Robins announced that the new President of the Culver City Education Foundation was Wendy Hamill. She stated that the AVPA Java Gala was spectacular; and Scholarship Night was great and very gratifying. Ms. Robins informed the Board that the Board of Directors at the Culver City Chamber is very supportive of providing a type of “Welcome to Culver City” bag to each new teacher and staff member. The bag would include items such as discounts to stores or restaurants in the city, water bottles, etc. At the CCUSD/City of Culver City Liaison Meeting they discussed having all of the District’s Board meetings at City Hall. She stated that it was recommended that one of the Board members attend their meeting to state why it is important for our meetings to be held at City Hall. Ms. Robins stated that she is very encouraged to see the great response that the District sees from the City when we work together. As an example she spoke about the street light that was installed to help traffic when students are going to school. She extended her apologies that she will not be able to attend any of the promotion or graduation ceremonies because she will be out of the country.
- Ms. Chardiet provided an update on the AB86 legislation. She stated that the legislation was created to provide funding for adult education. Community colleges are now trying to get the legislation changed, and some of the colleges are contacting LAUSD so that they can be part of the consortia. Ms. Chardiet asked Mr. Reynolds if he could follow up on the portion of the May Revise that addressed how funds were going to be distributed to adult education. She asked if he could find out what type of formula will be used for the distribution of funds. Ms. Chardiet also commented on what a great time of year it is watching parents watch their children graduating.
- Ms. Paspalis commented that she is excited about the promotions and graduations. She also thought the AVPA program itself, and the Java Gala was outstanding. The talent that the students have is amazing. She stated that seeing the students grow through the program is great, and how the program builds their character. Ms. Paspalis agreed with Ms. Chardiet on points that she made regarding SB86 and asked that Ms. Chardiet keep the Board informed. Ms. Paspalis commented on the Vaccination Bills that are in Sacramento at the moment. She thinks it is a great idea to delete the “personal or religious reason” clause. She feels that she does not want students that may have leukemia or any illness where their immune systems are compromised, to be with students that are not vaccinated. She thinks it would be a really good idea for the whole Public School System to support the deletion of this clause. We really need this to protect public health.
- Ms. Goldberg told a brief story of a woman who came over from India with drug-resistant form of TB which really scares her. She feels vaccinations are essential. This time of year is exciting. She reported on her attendance at the performances and she said they were fabulous. Ms. Goldberg could not stay long at the Java Gala because she had to attend a 60 year reunion. She saw many teachers from the District and it was a lot of fun. There are nothing but good things at this time of year.

**12. Information Items**

Ms. Goldberg and Board members agreed to move item 12.2 up on the agenda due to time.

**12.2 Safe Routes to School**

Jim Shanman the Culver City Routes to School Coordinator, provided the Board with end of the year update on the Safe Routes to School Program throughout the District. He showed a presentation that included information on the School-based activities held by the Culver City Walkers and Rollers such as Bike to School Day, On-Campus education, and Parent Workshops as the education and encouragement part of the program. Mr. Shanman also spoke about the activities that took place to provide education on information such as bike safety and bike repair. Each school has also formed a SRTS Committee. He is very excited about next year's activities.

**13. Recess**

The Board recessed at 8:55 p.m. and reconvened at 9:10 p.m.

**12.1 LCAP Update**

Dr. Krumpke stated that she wanted to provide the Board with a final LCAP update before the Public Hearing on June 22<sup>nd</sup>. She reminded the Board about the Stakeholder engagement as the first element. There are three LCAP elements that are required. Dr. Krumpke spoke about Section Two which is the Goals and Progress Indicators and Section Three which is the Actions Services and Expenditures. Dr. Krumpke also spoke about what will be done as we move into the second year. The Engagement Section was the most exciting piece that she participated in.

**12.3 Capital Projects Update**

Charles Wren from Harris and Associates provided the Board with an update which included the CCC Bond Program's Educational Specifications, Educational Specifications where he spoke to the District's Guiding Principles and showed a slide that described the desired physical environment. Mr. Wren also spoke about the RFP and implementation schedule.

**12.4 First Reading of Revised Board Policy and New Administrative Regulation 6174, Instruction – Education for English Language Learners**

Dr. Krumpke introduced the Board Policy and Administrative Regulation. Ms. Chardiet stated that the presentation of the information reminded her that it would be nice to have the date on the EL students in a singular document. Since there were no changes the information will be brought back for approval.

**12.5 First Reading of Administrative Regulation 3100 – Business and Non-Instructional Operations**

Dr. Jessica Beagles-Roos, former Board member, informed the Board that CBAC was form in 2002 during a period of budget cuts. She gave a brief history on the committee and provided the Board with information on why certain language was in the Administrative Regulation. Ms. Paspalis requested that this item be tabled because there are several items that she would like to look at a little more closely. It was decided that Ms. Paspalis would be the Board member to review the document and review revisions with Mr. Reynolds and the representatives from CBAC that made revisions on behalf of the committee.

**14. Action Items****14.1 Superintendent's Items - None****14.2 Education Services Items****14.2a Approval is Recommended for the Contract between Culver City Unified School District and Parker & Covert LLP, Attorneys for Education Services Related Issues**

It was moved by Ms. Robins and seconded by Ms. Chardiet that the Board approve the Contract between Culver City Unified School District and Parker & Covert LLP, Attorneys for Education Services Related Issues as presented. The motion was unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins, and 0 – Nays.

**14.2b Approval is Recommended for Textbook Adoption for Culver City High School, Mathematics Department, Algebra 1, Geometry, Algebra 2**

It was moved by Ms. Paspalis and seconded by Ms. Robins that the Board approve the Textbook Adoption for Culver City High School, Mathematics Department, Algebra 1, Geometry, Algebra 2 as presented. The motion was unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins, and 0 – Nays.

**14.2c Approval is Recommended for Textbook Adoption for Culver City Middle School, Mathematics Department, Grades 6-8**

It was moved by Ms. Robins and seconded by Ms. Paspalis that the Board approve the Textbook Adoption for Culver City Middle School, Mathematics Department, grades 6-8 as presented. The motion was unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins, and 0 – Nays.

**14.2d Expulsion of School and Family Support Services Case #06-14-15**

It was moved by Ms. Robins and seconded by Ms. Paspalis that the Board approve the Expulsion of School and Family Support Services Case #06-14-15 as presented. The motion was unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins, and 0 – Nays.

**14.3 Business Services Items**

**14.3a Approval is Recommended for Resolution #24/2014-2015 Temporary Borrowing between Funds**

It was moved by Ms. Paspalis and seconded by Ms. Robins that the Board approve Resolution #24/2015-2015 Temporary Borrowing between Funds as presented. The motion was unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins, and 0 – Nays.

**14.4 Personnel Items - None**

**15. Board Business**

**15.1 Board Self-Evaluation**

Ms. Chardiet reviewed the Board meeting and read the evaluation. She rated the Board as receiving all 5s which are “Commendable” on the evaluation scale.

**Adjournment**

There being no further business, it was moved by Ms. Chardiet, seconded by Ms. Paspalis and unanimously approved with a vote of 4 – Ayes from Ms. Chardiet, Ms. Goldberg, Ms. Paspalis, and Ms. Robins; and 0 – Nays to adjourn the meeting. Board President Ms. Goldberg adjourned the meeting at 9:45 p.m.

Approved: \_\_\_\_\_  
Board President

\_\_\_\_\_  
Superintendent

On: \_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

**9.2 PURCHASE ORDERS AND WARRANTS**

The attached purchase order list and warrants report are submitted to the Board of Education for ratification. No other purchase orders have been issued other than those previously approved or included in the attached list.

The intent of this report is to provide the Board of Education and the community with more definitive information relative to purchasing and disbursement of monies by fund and account.

Purchase order grand total from June 1, 2015 through June 13, 2015 is \$295,038.12. Warrants issued for the period May 19, 2015 through June 12, 2015 total \$9,618,816.71. This includes \$5,332,898.00 in commercial warrants, and \$4,285,918.71 in payroll warrants.

**BUDGET NUMBER LEGEND FOR FUNDS**

- 01.0 general fund
- 01.7 tri-city selpa fund
- 11.0 adult education fund
- 12.0 child development fund
- 13.0 cafeteria fund
- 14.0 deferred maintenance fund
- 21.0 building fund
- 25.0 capital facilities fund
- 40.0 redevelopment
- 76.0 warrant pass-through fund
- 96.0 general fixed asset account

**RECOMMENDED MOTION:** That purchase orders from June 1, 2015 through June 13, 2015 in the amount of \$295,038.12 and warrants for May 19, 2015 through June 12, 2015 in the amount of \$9,618,816.71 be ratified by the Board of Education.

**Moved by:**

**Seconded by:**

**Vote:**

**Board List Purchase Order Report**  
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**WEEKLY**

Report ID: **LAPO009C**  
District: **64444**  
Purchase Orders/Buyouts To The Board for Ratification From : **6/1/2015 To 6/13/2015**  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
06/01/15	63130EF	A		06/01/2015	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES	Undistributed CCEF/5TH GR. 63130EF	01.0	90127.0	11100	10000	4310	0000000	14-15	4,240.16	
Change																
06/01/15	63131EF	C		06/01/2015	TERENCE HIGUCHI	INSTRUCTIONAL SUPPLIES	Culver City Middle School 63131EF	01.0	90127.0	11100	10000	4310	3010000	14-15	300.00	
06/12/15	63132EF	A		06/12/2015	MELROSEMAC, INC.	COMPUTER SUPP/EQUIP	Culver Park High School 63132EF	01.0	90127.0	11100	10000	4410	5010000	14-15	140.16	
06/11/15	63133EF	A		06/11/2015	DELL COMPUTER CORP.	COMPUTER SUPP/EQUIP	Culver Park High School 63133EF	01.0	90127.0	11100	10000	4410	5010000	14-15	857.89	
06/01/15	63324M	A		06/01/2015	RYAN'S EXPRESS	TRANSPORTATION SUPP/EQUIP/SERV	Operations 63324M	01.0	00000.0	00000	36000	5871	0005041	14-15	350.00	
06/01/15	63325M	A		06/01/2015	TOWN RIDE, INC.	TRANSPORTATION SUPP/EQUIP/SERV	Operations 63325M	01.0	00000.0	00000	36000	5871	0005041	14-15	385.00	
06/01/15	63326M	C		06/01/2015	AIR-EX AIR CONDITIONING, INC.	REPAIRS - OTHER	Maintenance 63326M	01.0	81500.0	00000	81100	5630	0005040	14-15	1,405.00	
06/05/15	63327M	A		06/05/2015	ALLIED REFRIGERATION,	REPAIRS - OTHER	Maintenance 63327M	01.0	81500.0	00000	81100	5630	0005040	14-15	853.47	
06/10/15	64699A	A		06/10/2015	JANET SIEGEL	CONTRACTED SERVICES	Special Projects 01.0 00000.0	01.0	00000.0	11100	10000	5850	0004030	14-15	2,000.00	
							01.0 90126.0	01.0	90126.0	11100	10000	5850	0004030	14-15	3,000.00	

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**WEEKLY**

Report ID: **LAPO009C**  
 District: **64444**  
 Purchase Orders/Buyouts To The Board for Ratification From : **6/1/2015 To 6/13/2015**  
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
06/10/2015					JANET SIEGEL		64699A									5,000.00	
06/01/15	65198	C	06/01/2015	06/01/2015	MARIA VILLALOBOS	CONTRACT SERVICES RENDERED	Linwood Howe Elementary 65198	01.0	91400.0	11100	10000	5810	2020000	14-15		200.00	
06/01/2015					MARIA VILLALOBOS											200.00	
06/01/15	65213	C	06/02/2015	06/02/2015	WESTSIDE PRINT CENTER	PRINTING SERVICES	Educational Services 65213	01.0	00000.0	11100	10000	4320	0004000	14-15		5,384.79	
06/01/2015					WESTSIDE PRINT CENTER											5,384.79	
06/03/15	65214	A	06/03/2015	06/03/2015	TROXELL COMMUNICATIONS	COMPUTER SUPP/EQUIP	La Ballona Elementary 65214	01.0	30100.0	11100	10000	4410	2060000	14-15		1,945.82	
06/03/2015					TROXELL COMMUNICATIONS											1,945.82	
06/01/15	65218	A	06/01/2015	06/01/2015	NASCO MODESTO	INSTRUCTIONAL SUPPLIES	Culver City High School 65218	01.0	02222.0	11100	10000	4310	4010000	14-15		324.61	
06/01/2015					NASCO MODESTO											324.61	
06/01/15	65219	C	06/01/2015	06/01/2015	ASHOO JAIN	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary 65219	01.0	30100.0	11100	10000	4310	2020000	14-15		56.88	
06/01/2015					ASHOO JAIN											56.88	
06/01/15	65220	C	06/01/2015	06/01/2015	CHRISTA BANCROFT	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary 65220	01.0	30100.0	11100	10000	4310	2020000	14-15		97.61	
06/01/2015					CHRISTA BANCROFT											97.61	
06/01/15	65221	C	06/01/2015	06/01/2015	ANNA RODAS	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary 65221	01.0	07395.0	11100	10000	4310	2020000	14-15		25.91	
06/01/2015					ANNA RODAS											25.91	
06/01/15	65224	C	06/01/2015	06/01/2015	DEANNA KENDALL	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary 65224	01.0	07395.0	11100	10000	4310	2020000	14-15		112.10	
06/01/2015					DEANNA KENDALL											112.10	
06/01/15	65225	A	06/01/2015	06/01/2015	NASCO MODESTO	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary	01.0	90400.0	11100	10000	4310	2020000	14-15		363.12	

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
06/01/15	65226	C	06/01/2015	06/01/2015	SANCHEZ TROPHIES & ENGRAVING	GRADUATION SUPPLIES	Culver City High School	01.0	02222.0	00000	27000	4350	4010000	14-15		766.50	
06/01/2015					SANCHEZ TROPHIES & ENGRAVING		65226									766.50	
06/01/15	65227	A	06/01/2015	06/01/2015	LAKESHORE	INSTRUCTIONAL SUPPLIES	EI Marino Language	01.0	02222.0	11100	10000	4310	2030000	14-15		10,415.03	
06/01/2015					LAKESHORE		65227									10,415.03	
06/02/15	65228	C	06/03/2015	06/02/2015	DEPARTMENT OF GENERAL SERVICES	CONTRACTED SERVICES	Linwood Howe Elementary	40.0	90061.0	00000	85000	6280	2020000	14-15		2,345.59	
06/02/2015					DEPARTMENT OF GENERAL SERVICES		65228									2,345.59	
06/02/15	65229	C	06/03/2015	06/02/2015	DEPARTMENT OF GENERAL SERVICES	CONTRACTED SERVICES	Farragut Elementary	40.0	90061.0	00000	85000	6280	2050000	14-15		1,741.44	
06/02/2015					DEPARTMENT OF GENERAL SERVICES		65229									1,741.44	
06/02/15	65230	C	06/03/2015	06/02/2015	DEPARTMENT OF GENERAL SERVICES	CONTRACTED SERVICES	Farragut Elementary	40.0	90061.0	00000	85000	6280	2050000	14-15		3,966.17	
06/02/2015					DEPARTMENT OF GENERAL SERVICES		65230									3,966.17	
06/01/15	65232	A	06/01/2015	06/01/2015	CDW-G	COMPUTER SUPP/EQUIP	Linwood Howe Elementary	01.0	07395.0	11100	10000	4410	2020000	14-15		8,716.20	
06/01/2015					CDW-G		65232									8,716.20	
06/01/15	65233	A	06/01/2015	06/01/2015	DELL COMPUTER CORP.	COMPUTER SUPP/EQUIP	Culver City Middle School	01.0	02222.0	11100	10000	4410	3010000	14-15		8,497.09	
06/01/2015					DELL COMPUTER CORP.		65233									8,497.09	
06/03/15	65234	A	06/03/2015	06/03/2015	NATIONAL AUTO FLEET GROUP	VEHICLE PURCHASE/RENT/LEA	Technology	01.0	00000.0	00000	81000	6490	0005020	14-15		76,908.45	
06/03/2015					NATIONAL AUTO FLEET GROUP		65234									76,908.45	
06/03/15	65235	C	06/03/2015	06/03/2015	LACOE	MEMBERSHIPS	Linwood Howe Elementary	01.0	07395.0	11100	10000	5310	2020000	14-15		501.11	

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Report ID: **LAP0009C**  
District: **6444**  
Purchase Orders/Buyouts To The Board for Ratification From : **6/1/2015 To 6/13/2015**  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
06/03/15	65235	C		06/03/2015	LACOE	MEMBERSHIPS	El Marino Language	01.0	07395.0	11100	10000	5310	2030000	14-15	748.89	
							La Ballona Elementary	01.0	07395.0	11100	10000	5310	2060000	14-15	529.00	
							Farragut Elementary	01.0	07395.0	11100	10000	5310	2050000	14-15	526.00	
							<b>65235</b>	<b>LACOE</b>							<b>2,305.00</b>	
06/02/15	65236	A		06/02/2015	MELROSEMAC, INC.	COMPUTER SUPP/EQUIP	Undistributed Se1pa	01.7	65000.0	50500	22000	4410	0000000	14-15	798.25	
								01.7	65120.0	50500	22000	4410	0000000	14-15	798.25	
							<b>65236</b>	<b>MELROSEMAC, INC.</b>							<b>1,596.50</b>	
06/02/15	65237	A	1	06/03/2015	REHABMART, LLC	INSTRUCTIONAL SUPPLIES	Undistributed Se1pa	01.7	65003.0	50500	22000	4400	0000000	14-15	189.11	
							<b>65237</b>	<b>REHABMART, LLC</b>							<b>189.11</b>	
06/02/15	65239	A		06/02/2015	HERFF JONES, INC.	GRADUATION SUPPLIES	Special Education	01.0	65000.0	50010	27000	4350	0004040	14-15	92.55	
							<b>65239</b>	<b>HERFF JONES, INC.</b>							<b>92.55</b>	
06/03/15	65240	C		06/03/2015	CPI	CONFERENCE AND TRAVEL	Special Education	01.0	56400.0	50010	21000	5220	0004040	14-15	1,119.00	
							<b>65240</b>	<b>CPI</b>							<b>1,119.00</b>	
06/02/15	65241	A		06/02/2015	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES	Special Education	01.0	33100.0	57300	11100	4310	0004040	14-15	194.55	
							<b>65241</b>	<b>DISCOUNT SCHOOL SUPPLY</b>							<b>194.55</b>	
06/03/15	65242	A		06/03/2015	STAPLES ADVANTAGE	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	02222.0	11100	10000	4310	4010000	14-15	3,615.82	
							<b>65242</b>	<b>STAPLES ADVANTAGE</b>							<b>3,615.82</b>	
06/03/15	65243	A		06/03/2015	ORIENTAL TRADING CO., INC.	INSTRUCTIONAL SUPPLIES	Linwood Howe Elementary	01.0	91400.0	11100	10000	4350	2020000	14-15	245.65	
							<b>65243</b>	<b>ORIENTAL TRADING CO., INC.</b>							<b>245.65</b>	

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\* Prior Year Payments



**Board List Purchase Order Report  
CULVER CITY UNIFIED SD**

Report ID: LAPO009C  
 District: 64444  
 Purchase Orders/Buyouts To The Board for Ratification From: 6/1/2015 To 6/13/2015  
 Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

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PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
06/03/15	65244	C		06/05/2015	CHASE CARD SERVICES	BOOKS	Educational Services	01.0	02222.0	11100	10000	4310	0004000	14-15	5.39	
							Culver City Middle School	01.0	02222.0	11100	10000	4210	3010000	14-15	2.70	
							Farragut Elementary	01.0	00000.0	11100	10000	4310	3010001	14-15	8.99	
							Linwood Howe Elementary	01.0	02222.0	11100	10000	4310	2050000	14-15	8.09	
							Superintendent's Office	01.0	90400.0	11100	10000	4310	2020000	14-15	8.99	
							Human Resources	01.0	00000.0	00000	71000	4321	0001000	14-15	7.20	
							Culver City Middle School	01.0	00000.0	00000	74000	4321	0003000	14-15	15.28	
						OFFICE SUPPLIES	Linwood Howe Elementary	01.0	00000.0	11100	10000	4310	3010001	14-15	5.09	
							Educational Services	01.0	90400.0	11100	10000	4310	2020000	14-15	5.09	
							Educational Services	01.0	02222.0	11100	10000	4310	0004000	14-15	3.05	
							Farragut Elementary	01.0	02222.0	11100	10000	4310	2050000	14-15	4.58	
						INSTRUCTIONAL SUPPLIES	Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	162.51	
							Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	9.57	
							Culver City Middle School	01.0	00000.0	00000	71000	5890	0001000	14-15	19.14	
							Special Education	01.0	02222.0	11100	10000	4210	3010000	14-15	1.53	
						INSTRUCTIONAL SUPPLIES	Pupil Services	01.0	33100.0	57700	11100	4400	0004040	14-15	9.55	
							Superintendent's Office	01.0	00000.0	00000	31400	5220	0004020	14-15	152.93	
							Human Resources	01.0	00000.0	00000	71000	5220	0001000	14-15	152.93	
							Superintendent's Office	01.0	00000.0	00000	74000	5220	0003000	14-15	9.57	
						BOOKS	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	0.90	
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	0.89	

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06/03/15	65244	C		06/05/2015	CHASE CARD SERVICES	BOOKS	Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	14.38	
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	14.38	
						CATERING SERVICES	Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	0.90	
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	6.72	
						BOOKS	Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	1.80	
						CATERING SERVICES	Culver City Middle School	01.0	00000.0	00000	71000	4350	0001000	14-15	7.70	
							Educational Services	01.0	02222.0	11100	10000	4210	3010000	14-15	20.17	
							Farragut Elementary	01.0	00000.0	11100	10000	4310	3010001	14-15	67.24	
							Linwood Howe Elementary	01.0	90400.0	11100	10000	4310	2020000	14-15	67.24	
							Superintendent's Office	01.0	00000.0	00000	71000	4321	0001000	14-15	53.80	
							Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	114.30	
							Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	107.57	
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	107.57	
							Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	6.72	
							Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	12.46	
						CONFERENCE AND TRAVEL	Culver City Middle School	01.0	02222.0	11100	10000	4210	3010000	14-15	25.28	
							Educational Services	01.0	00000.0	11100	10000	4310	3010001	14-15	84.28	
							Farragut Elementary	01.0	02222.0	11100	10000	4310	0004000	14-15	50.58	
							Farragut Elementary	01.0	02222.0	11100	10000	4310	2050000	14-15	75.86	

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06/03/15	65244	C		06/05/2015	CHASE CARD SERVICES	CONFERENCE AND TRAVEL	Linwood Howe Elementary	01.0	90400.0	11100	10000	4310	2020000	14-15	84.28	
							Superintendent's Office	01.0	00000.0	00000	71000	4321	0001000	14-15	67.44	
							Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	143.28	
							Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	8.42	
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	8.48	
							Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	134.86	
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	134.86	
							Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	8.42	
							Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	16.84	
						CONTRACTED SERVICES	Culver City Middle School	01.0	02222.0	11100	10000	4210	3010000	14-15	1.50	
							Educational Services	01.0	00000.0	11100	10000	4310	3010001	14-15	5.00	
							Farragut Elementary	01.0	02222.0	11100	10000	4310	0004000	14-15	3.00	
							Linwood Howe Elementary	01.0	90400.0	11100	10000	4310	2050000	14-15	4.50	
							Superintendent's Office	01.0	00000.0	00000	71000	4321	0001000	14-15	4.00	
							Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	8.50	
							Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	0.50	
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	0.50	
							Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	8.00	
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	8.00	
							Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	0.50	

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06/03/15	65244	C		06/05/2015	CHASE CARD SERVICES	CONTRACTED SERVICES	Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	1.00		
						FEES, LICENSE	Culver City Middle School	01.0	02222.0	11100	10000	4210	3010000	14-15	0.71		
							Educational Services	01.0	00000.0	11100	10000	4310	3010001	14-15	2.38		
							Farragut Elementary	01.0	02222.0	11100	10000	4310	0004000	14-15	1.43		
							Linwood Howe Elementary	01.0	90400.0	11100	10000	4310	2050000	14-15	2.14		
							Superintendent's Office	01.0	00000.0	00000	71000	4321	0001000	14-15	1.90		
							Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	4.05		
							Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	0.24		
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	0.23		
							Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	3.81		
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	3.81		
							Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	0.24		
							Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	0.48		
							Culver City Middle School	01.0	02222.0	11100	10000	4210	3010000	14-15	28.69		
							Educational Services	01.0	00000.0	11100	10000	4310	3010001	14-15	95.59		
							Farragut Elementary	01.0	02222.0	11100	10000	4310	0004000	14-15	57.35		
							Linwood Howe Elementary	01.0	02222.0	11100	10000	4310	2050000	14-15	86.04		
							Superintendent's Office	01.0	90400.0	11100	10000	4310	2020000	14-15	95.59		
							OFFICE SUPPLIES	01.0	00000.0	00000	71000	4321	0001000	14-15	76.46		
							OFFICE SUPPLIES	01.0	00000.0	00000	71000	4321	0001000	14-15	4.06		

Board List Purchase Order Report  
 CULVER CITY UNIFIED SD

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
06/03/15	65244	C		06/05/2015	CHASE CARD SERVICES	OFFICE SUPPLIES	Human Resources	01.0	00000.0	00000	74000	4321	0003000	14-15	8.64	
							Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	14-15	0.51	
							Special Education	01.0	33100.0	57700	11100	4400	0004040	14-15	0.49	
							Pupil Services	01.0	00000.0	00000	31400	5220	0004020	14-15	8.14	
							Superintendent's Office	01.0	00000.0	00000	71000	5220	0001000	14-15	8.14	
							Human Resources	01.0	00000.0	00000	74000	5220	0003000	14-15	0.51	
							Superintendent's Office	01.0	00000.0	00000	71000	5890	0001000	14-15	1.02	
06/03/2015							65244									2,685.68
																CHASE CARD SERVICES
06/03/15	65245	C		06/03/2015	EDTECHTEAM, INC	CONFERENCE AND TRAVEL	Special Projects	01.0	40350.0	00000	21000	5220	0004030	14-15	325.00	
06/03/2015							65245									EDTECHTEAM, INC
06/05/15	65247	A		06/05/2015	LAKESHORE	INSTRUCTIONAL SUPPLIES	La Ballona Elementary	01.0	07395.0	11100	10000	4310	2060000	14-15	2,129.36	
06/05/2015							65247									LAKESHORE
06/02/15	65248	A		06/02/2015	JOSEPHSON INSTITUTE OF	INSTRUCTIONAL SUPPLIES	La Ballona Elementary	01.0	07395.0	11100	10000	4310	2060000	14-15	2,544.37	
06/02/2015							65248									JOSEPHSON INSTITUTE OF ETHICS
06/04/15	65250	C		06/04/2015	LEARNING RIGHTS LAW CENTER	CONTRACT SERVICES RENDERED	Special Education	01.0	33100.0	57500	39000	5890	0004040	14-15	6,000.00	
06/04/2015							65250									LEARNING RIGHTS LAW CENTER
06/04/15	65251	C		06/04/2015	CALIFORNIA STATE PTA	CONTRACTED SERVICES	Special Projects	01.0	30100.0	11100	10000	5810	0004030	14-15	1,911.00	
06/04/2015							65251									CALIFORNIA STATE PTA
06/04/2015																La Ballona Elementary
06/04/2015																1,989.00
06/04/2015																3,900.00

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib Amount	PO Amt
06/04/15	65252	A		06/04/2015	I-BLASON LLC (US)	COMPUTER SUPP/EQUIP	Educational Services	01.0	02222.0	11100	10000	4410	0004000	14-15	6,428.24	
							Farragut Elementary	01.0	02222.0	11100	10000	4410	2050000	14-15	366.93	
06/04/2015					I-BLASON LLC (US)		65252								6,795.17	
06/04/15	65253	C		06/04/2015	S.T.A.R. INC.	CONTRACT SERVICES RENDERED	Special Projects	01.0	00000.0	11100	10000	5810	0004030	14-15	2,040.00	
							La Ballona Elementary	01.0	00000.0	16003	10000	5810	2060000	14-15	3,485.00	
							Special Projects	01.0	90126.0	11100	10000	5810	0004030	14-15	2,975.00	
06/04/2015					S.T.A.R. INC.		65253								8,500.00	
06/08/15	65254	C		06/09/2015	SYTECH SOLUTIONS	CONTRACTED SERVICES	Pupil Services	01.0	00000.0	00000	39000	5890	0004020	14-15	12,430.00	
06/08/2015							65254								12,430.00	
06/05/15	65255	A		06/05/2015	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES	Summer School	01.0	00000.0	11100	10000	4310	0000982	14-15	2,000.00	
06/05/2015							65255								2,000.00	
06/05/15	65256	A		06/05/2015	LAKESHORE	INSTRUCTIONAL SUPPLIES	El Marino Language	01.0	02222.0	11100	10000	4400	2030000	14-15	466.56	
06/05/2015							65256								466.56	
06/05/15	65257	A		06/05/2015	CULVER CITY NEWS	ADVERTISING	Adult School	11.0	90138.0	41100	27000	5830	0000010	14-15	1,764.74	
06/05/2015							65257								1,764.74	
06/05/15	65259	C		06/08/2015	AP EXAMS	INSTRUCTIONAL SUPPLIES	Culver City High School	01.0	00000.0	16001	10000	4310	4010000	14-15	71,033.69	
								01.0	90134.0	11100	10000	4310	4010000	14-15	7,025.31	
06/05/2015					AP EXAMS		65259								78,059.00	
06/05/15	65260	A		06/05/2015	MELROSEMAC, INC.	COMPUTER SUPP/EQUIP	La Ballona Elementary	01.0	02222.0	11100	21300	4410	2060000	14-15	5,298.05	
								01.0	91400.0	11100	10000	4410	2060000	14-15	4,002.97	

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
06/05/15	65260	A		06/05/2015	MELROSEMAC, INC.	COMPUTER SUPP/EQUIP 06/05/2015	La Ballona Elementary 65260	01.0	07395.0	11100	10000	4410	2060000	14-15		2,472.42	
									MELROSEMAC, INC.							11,773.44	
06/09/15	65261	A		06/09/2015	STAPLES	OFFICE SUPPLIES	La Ballona Elementary 65261	01.0	00000.0	11100	10000	4400	2060000	14-15		218.99	
									STAPLES							218.99	
06/09/15	65262	A		06/09/2015	CaITAC	TEST/TEST MATERIALS 06/09/2015	Special Projects 65262	01.0	00209.0	00000	27000	4310	0004030	14-15		902.00	
									CaITAC							902.00	
06/11/15	65263	A		06/11/2015	MAIL FINANCE INC.	EQUIPMENT RENTAL/LEASE	Fiscal Services 65263	01.0	00000.0	00000	27000	5610	0005010	14-15		964.81	
									MAIL FINANCE INC.							964.81	
06/10/15	65264	C		06/10/2015	ASSOCIATION OF TWO-WAY & DUAL	CONFERENCE AND TRAVEL 06/10/2015	Special Projects 65264	01.0	40350.0	00000	21000	5220	0004030	14-15		535.00	
									ASSOCIATION OF TWO-WAY & DUAL LANGUAGE							535.00	
06/11/15	65265	A		06/11/2015	FROG PUBLICATIONS	INSTRUCTIONAL SUPPLIES 06/11/2015	Special Projects 65265	01.0	30100.0	11100	10000	4310	0004030	14-15		1,243.28	
									FROG PUBLICATIONS							1,243.28	
06/11/15	65266	A		06/11/2015	MELROSEMAC, INC.	REPAIRS - OTHER 06/11/2015	Technology 65266	01.0	00000.0	00000	77000	5630	0005020	14-15		199.28	
									MELROSEMAC, INC.							199.28	
06/11/15	65267	A		06/11/2015	SUZANNE HICKENLOOPER	CONTRACT SERVICES RENDERED 06/11/2015	Special Education 65267	01.0	33100.0	57500	39000	5890	0004040	14-15		1,140.00	
									SUZANNE HICKENLOOPER							1,140.00	
06/11/15	65268	A		06/11/2015	THERAPY IN ACTION	CONTRACT SERVICES RENDERED	Special Education	01.0	65000.0	57500	11360	5810	0004040	14-15		85.00	

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt	
06/11/15	65269	A		06/11/2015	CULVER CITY UNIFIED SCHOOL	ADVERTISING	65268	11.0	90138.0	41100	27000	5830	0000010	14-15		625.00	85.00	
THERAPY IN ACTION																		
06/11/2015							65269									625.00		
																625.00		
06/11/15	65270	A		06/11/2015	J.W. PEPPER & SON, INC.	MUSICAL INSTRUMENTS/SUPP	65270	01.0	00000.0	11100	10000	4310	0004030	14-15		1,695.15	1,695.15	
J.W. PEPPER & SON, INC.																		
06/11/2015							65270									1,695.15		
																1,695.15		
06/11/15	65271	A		06/11/2015	COMPUTER CONCEPTS	REPAIRS - OFFICE EQUIPMENT	65271	01.0	96352.0	71100	10000	5630	4010000	14-15		1,340.25	1,340.25	
COMPUTER CONCEPTS																		
06/11/2015							65271									1,340.25		
																1,340.25		
															<b>Total by District : 64444</b>		<b>295,038.12</b>	<b>295,038.12</b>

End of Report LAPO009C

**NONPUBLIC SCHOOLS:**  
**APPROVED YTD: \$3,199,838.00**





BOARD REPORT

9.4

**Financial Implication for Certificated Services Report No. 19**

Total Fiscal Impact per Funding Source:

Donation – Civics Grant	\$	1,095.83
Elementary Stipend	\$	1,500.00
General Fund	\$	243,984.23
Remedial Summer School	\$	10,373.48
SELPA	\$	91,167.40
Special Education	\$	2,699.64
Summer Kids- Adult School	\$	2,826.11
Title II – Part A, Teacher Quality NCLB	\$	10,035.18



**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 19 – Page 2**

**I. Authorization and Ratification of Employment - Continued**

**F. Summer School Substitute Teacher – High School**

Effective June 16, 2015 through July 23, 2015 at \$120.15 per day, on-call, not to exceed 5.5 hours per day

Funding Source: Remedial Summer School

- |                      |                      |                         |
|----------------------|----------------------|-------------------------|
| 1. Boomer, Thomas    | 7. Heins, Karen      | 13. Schuchman, Alan     |
| 2. Foran, Cynthia    | 8. Hernandez, Philip | 14. Sires, Pearl        |
| 3. Gordon, Marissa   | 9. Inounye, Nancy    | 15. Sternlicht, Daniele |
| 4. Gramajo, Sonia    | 10. Olson, Steven    | 16. Zirgulis, Robert    |
| 5. Guthrie, Jennifer | 11. Ortolano, Ralph  |                         |
| 6. Hawkins, Mark     | 12. Reynolds, David  |                         |

**G. Substitute Teacher – Office of Child Development**

Effective June 15, 2015 through August 14, 2015 at \$20.22 per hour, on-call when needed

Funding Source: OCD

1. Orozco, Joanna

**H. Extra Assignment – La Ballona & Linwood**

Effective June 14, 2015 through August 14, 2015 at \$38.45 per hour, not to exceed 20 hours per teacher

Funding Source: Title II – Part A, Teacher Quality NCLB

Total Cost: \$1,538.00

1. Abascal, Atoosa
2. Uhe, Christina

**I. Extra Assignment – Farragut, Co-Teacher Coverage**

Effective June 1, 2015 through June 12, 2015 at \$43.70 per hour, not to exceed 3 hours per day

Funding Source: General Fund

Total Cost: \$655.50

1. Dowdall, Keely

**J. Extra Assignment – El Rincon & Linwood, Administrative Designee**

Effective August 25, 2014 through June 12, 2015 at \$1,500.00 stipend per teacher

Funding Source: General Fund

Total Cost: \$3,000.00

1. Chabola, Kevin
2. Strom, Sukainatou

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 19 – Page 3**

**I. Authorization and Ratification of Employment – Continued**

K. Extra Assignment – La Ballona, Administrative Designee  
Effective August 25, 2014 through June 12, 2015 at \$1,500.00 stipend  
Funding Source: Elementary Stipend  
Total Cost: \$1,500.00

1. Haro, Sandra

L. Extra Assignment – High School, Various Assignments  
Effective August 19, 2015 through June 10, 2016 at stated stipend  
Funding Source: General Fund  
Total Cost: \$14,897.00

1.	Carter, Daniel	Speech & Debate Advisor	\$2,616.00 stipend
2.	Davis, Alex	Robotics Advisor	\$1,422.00 stipend
3.	Fien, Pennie	Yearbook Coordinator & Advisor	\$2,867.00 stipend
4.	Hernandez, Philip	Link Crew Activites Advisor	\$ 500.00 stipend
5.	Owens, Andrew	Mock Trial Coach	\$2,476.00 stipend
6.	Plotnik, Lucas	Link Crew Activites Advisor	\$ 500.00 stipend
7.	Schulte, Penny	Academic Decathlon/Science Olympiad	\$1,422.00 stipend
8.	Valverde, Carlos	Associated Student Body Advisor	\$3,094.00 stipend

M. Extra Assignment – High School, Professional Development/Curriculum Planning  
Effective January 7, 2015 through June 12, 2015 at \$38.45 per hour, not to exceed 28.5 in total  
Funding Source: Donation – Civics Grant  
Total Cost: \$1,095.83

- |    |                 |    |                  |
|----|-----------------|----|------------------|
| 1. | Diaz, Carina    | 3. | Plotnik, Lucas   |
| 2. | Fontijn, Mariah | 4. | Valverde, Carlos |

N. Extra Assignment – High School, Department Chairs  
Effective August 24, 2015 through June 10, 2016 at \$1,000.00 stipend per teacher  
Funding Source: General Fund  
Total Cost: \$2,000.00

1. Minguet, William
2. Owens, Andrew

O. Extra Assignment – Adult School, Summer Enrichment 4 Kids Administration  
Effective July 23, 2015 through July 31, 2015 at current per diem, not to exceed 7 days  
Funding Source: Kids Summer  
Total Cost: \$2,826.11

1. Morris, Ruth

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 19 – Page 4**

**I. Authorization and Ratification of Employment – Continued**

P. Extra Assignment – Various Sites, Canvas Professional Development  
 Effective March 12, 2015 through June 12, 2015 at \$38.45 per hour, not to exceed  
 4.5 hours per teacher  
 Funding Source: Title II – Part A, Teacher Quality NCLB  
 Total Cost: \$3,633.25

1. Berberich, Carol	CCMS	12. Martinez, Zaida	El Marino
2. Carpenter, Linda	El Rincon	13. Masterson, Katie	El Rincon
3. Di Franco, Diane	El Rincon	14. Moncayo, Andrea	CCMS
4. Feeney, Emmanuel	Linwood	15. Moore, Eugene	CCHS
5. Greenberg, Denise	CCHS	16. Omuro, Mitusko	El Marino
6. Green-Bratton, Cathi	CCMS	17. Rodriguez, Luis	CCHS
7. Hernandez, Cristina	CCMS	18. Sekiguchi, Saori	El Marino
8. Horiba, Alice	El Marino	19. Strom, Sukainatou	El Rincon
9. Knight, Benjamin	El Rincon	20. Vermillion, Jason	CCMS
10. Lammers, Melissa	El Rincon	21. Yokogawa, Valerie	CCHS
11. Martin, Guadalupe	La Ballona		

Q. Extra Assignment – Various Sites, GATE Training  
 Effective June 18, 2015 through June 19, 2015 at \$38.45 per hour, not to exceed  
 5.5 hours per day, per teacher  
 Funding Source: Title II – Part A, Teacher Quality NCLB  
 Total Cost: \$4,863.93

1. Allen, Stanley	CCMS	14. Martin, Guadalupe	La Ballona
2. Bell, Monica	El Marino	15. Nakagawa, Kana	El Marino
3. Burns, Allison	El Marino	16. Omuro, Mitsuko	El Marino
4. Flores, Maria	La Ballona	17. Padilla, Marisela	El Marino
5. Flowers, Traci	La Ballona	18. Perez, Emma	La Ballona
6. Gonzalez, Elizabeth	La Ballona	19. Peters, Crystals	CCMS
7. Greenberg, Denise	CCMS	20. Sekiguchi, Saori	El Marino
8. Green-Bratton, Cathi	CCMS	21. Stowers, Katherine	CCMS
9. Grime, Daniel	CCMS	22. Velasco, Margarita	CCMS
10. Halloran, Christina	CCMS	23. Verge, Annette	CCMS
11. Haro, Sandra	La Ballona	24. Vy, Chanda	Farragut
12. Horiba, Alice	El Marino	25. Young, Erika	CCMS
13. Manglinong, Stephanie	Farragut	26. Zarrinpar, Andrea	CCMS

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 19 – Page 5**

**I. Authorization and Ratification of Employment – Continued**

R. Extra Assignment – Various Sites, Summer School Training  
Effective June 17, 2015 at \$38.45 per hour, not to exceed 6 hours per teacher  
Funding Source: General Fund  
Total Cost: \$2,999.10

- |                    |                           |
|--------------------|---------------------------|
| 1. Amoroso, April  | 8. Martinez, Myrna        |
| 2. Espinoza, Erika | 9. Martinez, Zaida        |
| 3. Flowers, Traci  | 10. Morgan, Nancy         |
| 4. Hodge, Amy      | 11. Salazar, Daisy        |
| 5. Jones, Maggie   | 12. Servin, Jennifer      |
| 6. LaRue, Nika     | 13. Tsubakiyama, Margaret |
| 7. Lui, Jamie      |                           |

**II. Revision of Previously Approved Item**

a. Extra Assignment – Culver Park, Extra Students  
Previously approved on Board Report #18; 6/9/15, Item S  
Effective March 9, 2015 through June 12, 2015 at current hourly rate of \$74.99  
based on per diem, not to exceed 3 hours per week  
Funding Source: Special Education  
Total Cost: \$2,699.64

- |                           |                                      |
|---------------------------|--------------------------------------|
| 1. Lockhart, William      | From: not to exceed 2 hours per week |
| Change in Number of Hours | To: not to exceed 3 hours per week   |

**III. Rescind Assignment**

a. Summer School Principal – High School  
Effective July 6, 2015 through July 24, 2015 at \$398.87 per diem, 6.5 hours per day  
for 13 days  
Funding Source: Remedial Summer School  
Total Cost: \$5,185.31

1. Tarvyd, Katherine

**IV. Leaves**

- |                        |   |
|------------------------|---|
| 1. Dennis, Darrin      | Extended Personal Leave of Absence Without Pay  |
| English Teacher – CCHS | Effective August 19, 2015 through June 10, 2016 |

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 19 – Page 6**

V. Resignations

- |    |   |  |
|----|---|--|
| 1. | Bernal, Donna<br>Elementary Teacher – La Ballona, 40%       | Effective June 12, 2015<br>Reason: Personal  |
| 2. | Ellis, Gina<br>Specialized Academic Instructor (SDC) – CCMS | Effective June 12, 2015<br>Reason: Moving    |
| 3. | Moncayo, Andrea<br>Computer Teacher - CCMS                  | Effective June 12, 2015<br>Reason: Job Offer |
| 4. | Narusawa, Gary<br>ROP Teacher – Auto Specialization         | Effective June 16, 2015<br>Reason: Job Offer |

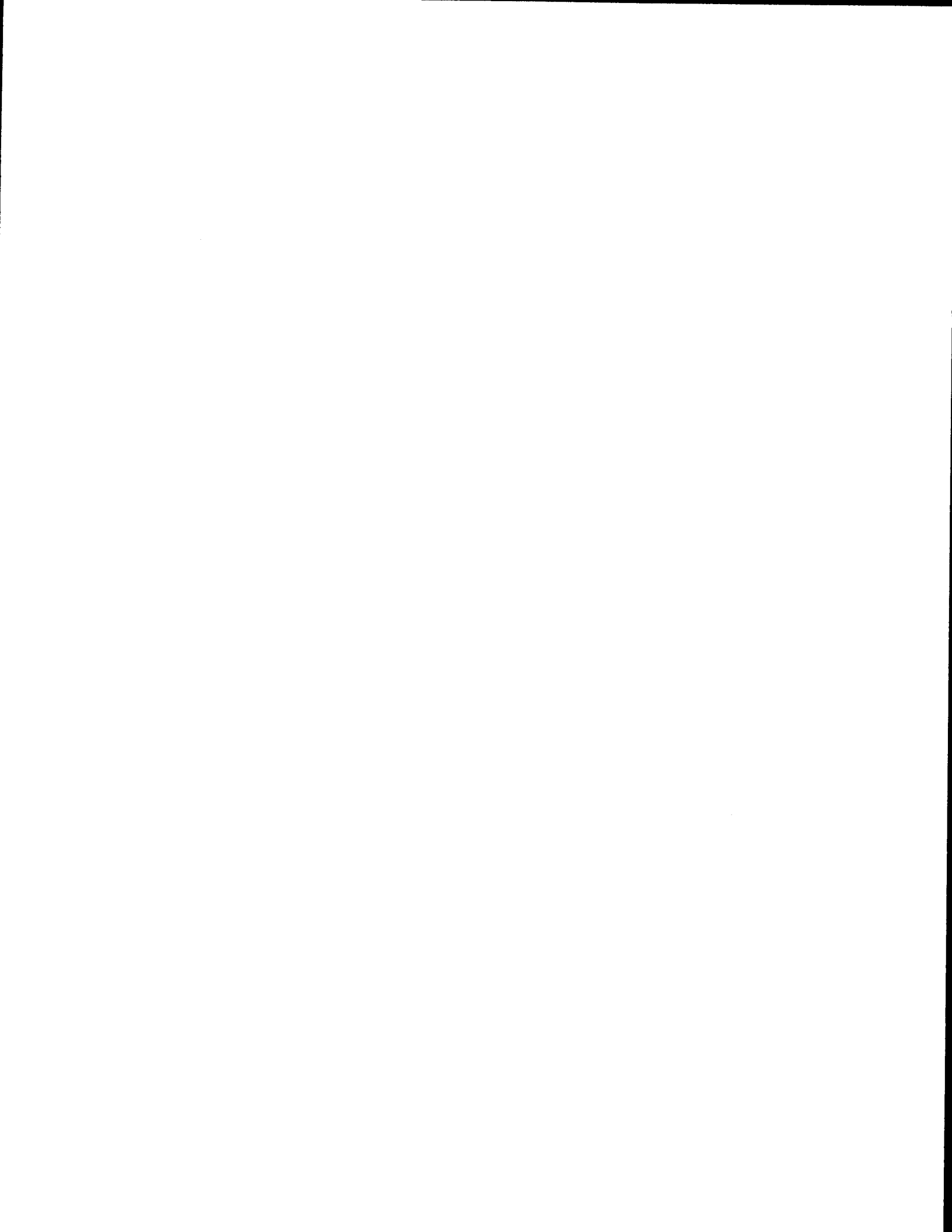
RECOMMENDED MOTION:      That approval be granted for Certificated Personnel Services Report No. 19

Moved by:

Seconded by:

Vote:





BOARD REPORT

9.5 Financial Impact for Classified Personnel Services Report No. 19

Total Funding Fiscal Impact:

Adult School Total:	\$24,415.20 \$19.94 per hour, as needed \$15.21 per hour, as needed
CCHS ASB Total:	\$1,560.00
CCEF Total:	\$1,395.80
Child Development Total:	\$102,318.00 \$15.21 per hour, as needed
Food Services Total:	\$18.08 per hour, as needed
General Fund Total:	\$219,508.45 \$22.57 per hour, as needed \$18.08 per hour, as needed
Student Achievement Total:	\$252.20
Title II Total:	\$243.05

BOARD REPORT

9.5 Classified Personnel Services Report No. 19

I. Authorization, Approval & Ratification of Employment

A. Child Development

1. Instructional Assistant – Child Development

Child Development – Summer Program

Not to exceed 400 hours

Funding Source: Child Development

Effective June 15, 2015 through August 18, 2015

Total Cost: \$99,276.00

a.	Alkotob, Irma	Range 11	\$14.81 per hour
b.	Andrus, Carla	Range 11	\$17.18 per hour
c.	Bedoya, Marilyn	Range 11	\$14.05 per hour
d.	Crespin, Loretta	Range 11	\$17.18 per hour
e.	Gomez, Yolanda	Range 11	\$17.18 per hour
f.	Janacito, Ann	Range 11	\$17.18 per hour
g.	Lewis, Ameenah	Range 11	\$17.18 per hour
h.	Llosa, Silvia	Range 11	\$17.18 per hour
i.	Mira, Brenda	Range 11	\$14.81 per hour
j.	Nuñez, Rocio	Range 11	\$17.18 per hour
k.	Orozco, Gema	Range 11	\$17.18 per hour
l.	Padilla, Jose	Range 11	\$17.18 per hour
m.	Roberts, Tanya	Range 11	\$17.18 per hour
n.	Sanchez, Lea	Range 11	\$17.18 per hour
o.	Yoshida, Miwako	Range 11	\$15.54 per hour

2. Gallardo, Maria

Food Service Assistant

Child Development – Summer Program

Not to exceed 200 hours

Funding Source: Child Development

Effective June 15, 2015 through

August 18, 2015

Range 6 – \$15.21 per hour

Total Cost: \$3,042.00

3. Fernandez, Karen

Substitute Food Service Assistant

Child Development – Summer Program

Not to exceed 200 hours

Funding Source: Child Development

Effective June 15, 2015 through

August 18, 2015

Hourly, as needed – \$15.21 per hour

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

B. Clerical & Fiscal

1. Garcia, Cindy  
Summer Lunch Program Coordinator  
Summer Lunch Program  
Not to exceed 3 hours per day, 37 days  
Funding Source: General Fund  
Effective June 10, 2015 through  
August 5, 2015  
Range 18 – \$18.55 per hour  
Total Cost: \$2,059.05
  
2. Dono, Edward  
Short-Term Clerk Typist II/Bilingual  
District Office – Educational Services  
Not to exceed 19.5 hours per week  
Funding Source: General Fund  
Effective June 15, 2015 through  
August 18, 2015  
Range 17 – \$17.68 per hour  
Total Cost: \$3,447.60
  
3. Edwards, Tasha  
Summer School Secretary  
High School – 6.5 hours per day, 25 days  
Funding Source: General Fund –  
CCHS Remedial Summer School  
Effective June 16, 2015 through July 23, 2015  
Range 21 – \$21.92 per hour  
Total Cost: \$3,562.00
  
4. Edwards, Tasha  
Summer School Secretary  
High School – Summer School Prep  
Not to exceed 16 hours  
Funding Source: General Fund –  
CCHS Remedial Summer School  
Effective June 15, 2015 through  
July 31, 2015  
Range 21 – \$21.92 per hour  
Total Cost: \$350.72

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

B. Clerical & Fiscal – continued

5. Bosc, Linda  
Library Media Clerk  
El Marino – Extra Assignment  
Not to exceed 70 hours  
Funding Source: CCEF  
Effective June 23, 2015 through  
August 7, 2015  
Range 17 – \$19.94 per hour  
Total Cost: \$1,395.80

C. Food Services

1. Wenham, Alfonso  
Substitute Food Services Warehouse Operator/  
Delivery Driver  
Food Services – Summer Assignment  
Not to exceed 3.9 hours per day  
Funding Source: Food Services  
Effective June 22, 2015 through  
August 19, 2015  
Hourly, as needed – \$18.08 per hour

D. Instructional Assistants

1. Shimerman, Amy  
Instructional Assistant – Computer Lab  
Farragut – Extra Assignment – State Testing  
Not to exceed 13 hours  
Funding Source: Student Achievement  
Effective May 12, 2015 through May 21, 2015  
Range 16 – \$19.40 per hour  
Total Cost: \$252.20
2. Aguilar, Georgina  
Instructional Assistant – Special Education IIA  
Child Development – La Ballona  
Extra Assignment – Field Trip  
Not to exceed 4 hours  
Funding Source: General Fund – Special Ed  
Effective June 5, 2015  
Range 16 – \$19.40 per hour  
Total Cost: \$77.60

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

D. Instructional Assistants – continued

3. Jackson, Vickie Instructional Assistant – Special Education IIA  
 Child Development – La Ballona  
 Extra Assignment – Field Trip  
 Not to exceed 4 hours  
 Funding Source: General Fund – Special Ed  
 Effective June 5, 2015  
 Range 16 – \$18.55 per hour  
 Total Cost: \$74.20

4. Instructional Assistants – Computer Lab  
 District Office – Educational Services  
 Extra Assignment – CANVAS Professional Development  
 Not to exceed 4.5 hours  
 Funding Source: Title II  
 Effective March 12, 2015 through June 12, 2015  
 Total Cost: \$243.05

a.	Acosta, Steven	Range 16	\$19.40 per hour
b.	Augenstein, Patti	Range 16	\$19.40 per hour
c.	Williams, Karolyn	Range 16	\$15.21 per hour

5. Instructional Assistant – Adult School  
 Adult School – Kids Summer Enrichment Program  
 Not to exceed 240 hours  
 Funding Source: Adult School – Kids Summer Enrichment  
 Effective June 22, 2015 through July 31, 2015  
 Total Cost: \$24,415.20

a.	Adachi, Jessica	Hourly, as needed	\$15.21 per hour
b.	Chavez, Miranda	Range 17	\$18.08 per hour
c.	Flores, Ana	Hourly, as needed	\$15.21 per hour
d.	Gallant, Todd	Range 17	\$19.94 per hour
e.	McLinn, Jamellah	Hourly, as needed	\$15.21 per hour
f.	Zerbo, Maria	Range 17	\$18.08 per hour

**BOARD REPORT**

**9.5 Classified Personnel Services Report No. 19 – Page 5**

I. Authorization, Approval & Ratification of Employment – continued

D. Instructional Assistants – continued

6. Substitute Instructional Assistants – Adult School  
 Adult School – Kids Summer Enrichment Program  
 Hourly, as needed – Not to exceed 240 hours  
 Funding Source: Adult School – Kids Summer Enrichment  
 Effective June 22, 2015 through July 31, 2015  
 Total Cost: Hourly, as needed – hourly rate of pay
  - a. Galdamez, Ariana Hourly, as needed \$15.21 per hour
  - b. Lopez, Jose Range 17 \$19.94 per hour
  
7. Behavior Intervention Instructional Assistant  
 Special Education Summer School  
 Not to exceed 5 hours per day, 20 days total  
 Funding Source: General Fund – Special Ed  
 Effective June 16, 2015 through July 16, 2015  
 Total Cost: \$1,940.00
  - a. Serra, Jessi Range 18 \$19.40 per hour
  
8. Instructional Assistant – Special Education IIA  
 Special Education Summer School  
 Not to exceed 5 hours per day, 20 days total  
 Funding Source: General Fund – Special Education  
 Effective June 16, 2015 through July 16, 2015  
 Total Cost: \$57,945.00
  - a. Baghaei, Dory Range 16 \$19.40 per hour
  - b. Briones, Maria Range 16 \$19.40 per hour
  - c. Bussey, Blaine Range 16 \$19.40 per hour
  - d. Caton, Sylvia Range 16 \$19.40 per hour
  - e. Cordero, Andrea Range 16 \$19.40 per hour
  - f. Davis, Shane Range 16 \$19.40 per hour
  - g. Delfin-Guppy, Victoria Range 16 \$19.40 per hour
  - h. Fino, Jonathan Range 16 \$19.40 per hour
  - i. Gallant, Todd Range 16 \$19.40 per hour
  - j. Gibson, Crystal Range 16 \$19.40 per hour
  - k. Herrera, Jose Luis Range 16 \$19.40 per hour
  - l. Hsiao, Lin Shumo Range 16 \$19.40 per hour
  - m. Ingiuez, Berta Range 16 \$19.40 per hour
  - n. Israel, Asuncion Range 16 \$19.40 per hour
  - o. Jauregui, Xavier Range 16 \$19.40 per hour
  - p. Macwan, Smriti Range 16 \$19.40 per hour

**BOARD REPORT**

**9.5 Classified Personnel Services Report No. 19 – Page 6**

I. Authorization, Approval & Ratification of Employment – continued

D. Instructional Assistants – continued

8. Instructional Assistant – Special Education IIA – continued  
Special Education Summer School

Not to exceed 5 hours per day, 20 days total

Funding Source: General Fund – Special Education

Effective June 16, 2015 through July 16, 2015

Total Cost: \$57,945.00

q.	Mason, Melania	Range 16	\$18.55 per hour
r.	McCaffrey, Kristin	Range 16	\$19.40 per hour
s.	Meza, Jose	Range 16	\$19.40 per hour
t.	Pando, Yvonne	Range 16	\$19.40 per hour
u.	Perez, Tamara	Range 16	\$19.40 per hour
v.	Posada, Patricia	Range 16	\$18.55 per hour
w.	Pulido, Sarina	Range 16	\$19.40 per hour
x.	Reynolds, Satoko	Range 16	\$19.40 per hour
y.	Rivera, Jorge	Range 16	\$18.55 per hour
z.	Shapiro, Alana	Range 16	\$19.40 per hour
aa.	Torrella, Jorge	Range 16	\$19.40 per hour
bb.	Uzomah, Veronica	Range 16	\$19.40 per hour
cc.	Worthington, Caleb	Range 16	\$19.40 per hour
dd.	Zamudio, Rosa	Range 16	\$19.40 per hour

9. Instructional Assistant – Special Education IIA  
Special Education Summer School

Not to exceed 3.5 hours per day, 20 days total

Funding Source: General Fund – Special Education

Effective June 16, 2015 through July 16, 2015

Total Cost: \$2,716.00

a.	Husar, Barton	Range 16	\$19.40 per hour
b.	Taylor, Cinnamon	Range 16	\$19.40 per hour

10. Instructional Assistant – Special Education  
Special Education Summer School

Not to exceed 5 hours per day, 20 days total

Funding Source: General Fund – Special Education

Effective June 16, 2015 through July 16, 2015

Total Cost: \$11,038.00

a.	Brody, Rochelle	Range 14	\$18.55 per hour
b.	Campos, Carlos	Range 14	\$17.63 per hour
c.	Cunningham, Marjorie	Range 14	\$18.55 per hour



BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 7

I. Authorization, Approval & Ratification of Employment – continued

D. Instructional Assistants – continued

10. Instructional Assistant – Special Education – continued  
Special Education Summer School  
Not to exceed 5 hours per day, 20 days total  
Funding Source: General Fund – Special Education  
Effective June 16, 2015 through July 16, 2015  
Total Cost: \$11,038.00

d.	Marquez, Patricia	Range 14	\$18.55 per hour
e.	Nakanishi, Jacqueline	Range 14	\$18.55 per hour
f.	Pollard, Irene	Range 14	\$18.55 per hour

11. Substitute Instructional Assistant – Special Education  
Special Education Summer School  
Not to exceed 5 hours per day, 20 days total  
Funding Source: General Fund – Special Education  
Effective June 16, 2015 through July 16, 2015  
Total Cost: Hourly, as needed – hourly rate of pay

a.	Alexander, Lynn	Range 14	\$16.68 per hour
b.	Bock, Sara	Range 14	\$16.05 per hour
c.	Bush, Keith	Range 14	\$17.63 per hour
d.	Carrillo, Maritza	Range 14	\$16.05 per hour
e.	Leon, Nidia	Range 14	\$18.55 per hour
f.	McGuire, Viveca	Range 14	\$17.63 per hour
g.	Robinson, Shandimar	Range 14	\$17.63 per hour

E. Maintenance

1. Fonseca, Frank  
School Custodian  
MOT – Linwood Howe  
Extra Assignment – Summer Break  
Not to exceed 3.9 hours per day  
Funding Source: General Fund  
Effective June 15, 2015 through  
August 21, 2015  
Range 16 – \$17.63 per hour  
Total Cost: \$3,369.09

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 8

I. Authorization, Approval & Ratification of Employment – continued

E. Maintenance – continued

2. Ortiz, Louie  
School Custodian  
MOT – High School  
Extra Assignment – Summer Break  
Not to exceed 3.9 hours per day  
Funding Source: General Fund  
Effective June 15, 2015 through  
August 21, 2015  
Range 16 – \$17.63 per hour  
Total Cost: \$3,369.09
  
3. Diaz, Mario  
Substitute Driver  
MOT – Special Ed – Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective June 16, 2015 through  
July 28, 2015  
Hourly, as needed – \$18.08 per hour
  
4. Dawson, Linford  
Substitute Driver  
MOT – Special Ed – Summer School  
Not to exceed 4.5 hours per day  
Funding Source: General Fund – Special Ed  
Effective July 10, 2015 through  
July 28, 2015  
Hourly, as needed – \$22.57 per hour

F. Security

1. Ortega, Rosa  
Security Guard  
Security  
8 hours per day, 10 months per year  
Funding Source: General Fund  
Effective June 15, 2015  
Range 16 – \$2,891.01 per month  
Total Cost: \$28,910.10
  
2. Muscarella, Ronald  
Security Guard  
Security  
8 hours per day, 10 months per year  
Funding Source: General Fund  
Effective June 22, 2015  
Range 16 – \$2,977.74 per month  
Total Cost: \$29,777.40

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 9

I. Authorization, Approval & Ratification of Employment – continued

F. Security – continued

3. Zehe, Jennifer  
Security Guard  
Security  
8 hours per day, 10 months per year  
Funding Source: General Fund  
Effective June 22, 2015  
Range 16 – \$2,977.74 per month  
Total Cost: \$29,777.40
4. Muscarella, Ronald  
Security Guard  
Security – Extra Assignment – Training  
Not to exceed 8 hours per day, 28 days  
Funding Source: General Fund  
Effective June 23, 2015 through July 31, 2015  
Range 16 – \$16.68 per hour  
Total Cost: \$3,736.32
5. Ortega, Rosa  
Security Guard  
Security – Extra Assignment – Training  
Not to exceed 8 hours per day, 28 days  
Funding Source: General Fund  
Effective June 23, 2015 through July 31, 2015  
Range 16 – \$16.68 per hour  
Total Cost: \$3,736.32
6. Zehe, Jennifer  
Security Guard  
Security – Extra Assignment – Training  
Not to exceed 8 hours per day, 28 days  
Funding Source: General Fund  
Effective June 23, 2015 through  
August 21, 2015  
Range 16 – \$16.68 per hour  
Total Cost: \$3,736.32

G. Coaches

1. Eskridge, Adam  
Temporary Coach  
High School  
Stipend for coaching two sports –  
Basketball & Lacrosse  
Funding Source: General Fund – Athletics  
Effective September 1, 2014 through  
May 15, 2015  
Stipend of \$1,000.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 10

I. Authorization, Approval & Ratification of Employment – continued

H. Noon Duty Supervisors

1. Santillan, Dolores  
Temporary Noon Duty Supervisor  
La Ballona Summer Lunch Program  
Not to exceed 2 hours per day, 34 days  
Funding Source: General Fund  
Effective June 15, 2015 through  
July 31, 2015  
Rate of pay – \$10.18 per hour  
Total Cost: \$692.24

I. Stipend Assignments

1. Graduation Supervision  
High School  
Not to exceed 4 hours  
Funding Source: General Fund – CCHS ASB  
Effective June 12, 2015  
Stipend of \$30.00 per hour  
Total Cost: \$1,560.00
  - a. Flores, Asusena
  - b. Fujisawa, Margaret
  - c. Garcia-Salas, Michele
  - d. Gonzalez, Tina
  - e. Guinn, JoNellia
  - f. Heiner, Phyllis
  - g. Holland, Lynne
  - h. Mercado, Ana
  - i. Meza, Jose
  - j. Oviedo, Raul
  - k. Serra, Marion
  - l. Sharp, Dominique
  - m. Stanis, Rebecca

II. Authorization, Approval & Ratification of Change of Assignment

1. Richter, Cynthia  
Promotion via Classified Interview:  
From: Substitute Clerk Typist  
District Office  
To: Duplicating and Mail Clerk  
District Office – Business Services  
6 hours per day, 12 months per year  
Funding Source: General Fund  
Effective June 24, 2015  
Range 19 – \$2,349.50 per month  
Total Cost: \$28,194.00

BOARD REPORT

9.5 Classified Personnel Services Report No. 19 – Page 11

III. Authorization, Approval & Ratification of Resignations

1. Redfern, Jill  
Food Service Assistant  
Food Services  
3.5 hours per day, school year  
Relocating  
Funding Source: Food Services  
Effective June 5, 2015  
Range 6 – \$15.21 per hour
  
2. Dono, Edward  
Short-Term Instructional Assistant  
Linwood Howe  
3.9 hours per day, school year  
Pursue Masters Degree in Education  
Funding Source: Linwood Howe Booster Club  
Effective June 12, 2015  
Range 12 – \$15.21 per hour
  
3. Sims, Tammy  
Summer Lunch Program Coordinator  
Summer Lunch Program  
Accepted position outside of district  
Funding Source: General Fund  
Effective June 12, 2015  
Range 18 – \$18.55 per hour

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 19

Moved by:

Seconded by:

Vote:

## BOARD REPORT

6/23/15

9.6

### 9.6 Enrollment Report

The attached reports display enrollment information for months eight, nine and ten of the 2014-2015 school year. The reports are presented in two formats: a monthly detail and a summary comparison.

The first report shows total K-12 site enrollment by grade level on the last day of a specific four-week period. These reporting periods are categorized as 1<sup>st</sup> School Month through 12<sup>th</sup> School Month and rarely coincide with calendar months. This report also lists enrollment totals in the Adult School and State Preschool Program.

The second report is a comparative document that shows the current year's monthly enrollment and the previous year's enrollment for each K-12 site location.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District accept the Enrollment Report for months eight, nine and ten of the 2014-2015 school year as presented.

**Moved by:**

**Seconded by:**

**Vote:**

**Culver City Unified School District**  
**Enrollment for the 8th School Month (3/09/15 - 4/3/15)**  
**2014 - 2015**

<b>ELEMENTARY</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>Linwood Howe</b>	<b>Ind. Study</b>	<b>Total</b>
<b>K</b>	135	82	86	91	88	0	482
<b>Transitional K</b>	23	19	0	20	21	0	83
<b>1</b>	138	86	87	94	71	0	476
<b>2</b>	127	87	96	93	62	0	465
<b>3</b>	127	71	96	84	89	0	467
<b>4</b>	133	90	109	86	66	0	484
<b>5</b>	123	88	109	118	99	0	537
<b>Spec Class</b>	0	23	0	0	34	0	57
<b>Elementary Total</b>	<b>806</b>	<b>546</b>	<b>583</b>	<b>586</b>	<b>530</b>	<b>0</b>	<b>3051</b>

<b>SECONDARY</b>	<b>Middle School</b>	<b>High School</b>	<b>Culver Park</b>	<b>Ind. Study</b>	<b>Total</b>
<b>6</b>	527			0	527
<b>7</b>	468			0	468
<b>8</b>	491			0	491
<b>9</b>		522	0	2	524
<b>10</b>		513	3	1	517
<b>11</b>		473	12	4	489
<b>12</b>		491	24	4	519
<b>Spec Class</b>	29	33	0	0	62
<b>Secondary Total</b>	<b>1515</b>	<b>2032</b>	<b>39</b>	<b>11</b>	<b>3597</b>

<b>iACADEMY</b>	
	<b>Total</b>
<b>1</b>	1
<b>2</b>	0
<b>3</b>	0
<b>4</b>	0
<b>5</b>	0
<b>6</b>	1
<b>7</b>	0
<b>8</b>	0
<b>9</b>	1
<b>10</b>	4
<b>11</b>	3
<b>12</b>	5
	15

**Total K-12 Enrollment      6663**

**PRESCHOOL**

<b>Linwood Howe</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>CEE</b>	<b>Total</b>
55	24	30	0	96	123	328

**ADULT SCHOOL**

<b>Adult Basic Education</b>	<b>ESL</b>	<b>Citizenship</b>	<b>Adults w/Disabilities</b>	<b>High School Subjects</b>	<b>Total</b>
95	329	0	18	158	600

1. These enrollment figures represent the total number of sections. A single student may be enrolled in multiple sections.
2. Of the 158 students enrolled in high school subjects, 46 concurrently attend high school

**Culver City Unified School District**  
**Enrollment for the 9th School Month (4/6/15 - 5/1/15)**  
**2014 - 2015**

<b>ELEMENTARY</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>Linwood Howe</b>	<b>Ind. Study</b>	<b>Total</b>
<b>K</b>	136	82	86	90	88	0	482
<b>Transitional K</b>	23	19	0	20	21	0	83
<b>1</b>	139	85	87	94	71	0	476
<b>2</b>	129	87	95	93	63	0	467
<b>3</b>	128	71	96	86	90	0	471
<b>4</b>	133	90	109	86	66	0	484
<b>5</b>	123	88	109	119	98	0	537
<b>Spec Class</b>	0	23	0	0	34	0	57
<b>Elementary Total</b>	<b>811</b>	<b>545</b>	<b>582</b>	<b>588</b>	<b>531</b>	<b>0</b>	<b>3057</b>

<b>SECONDARY</b>	<b>Middle School</b>	<b>High School</b>	<b>Culver Park</b>	<b>Ind. Study</b>	<b>Total</b>
<b>6</b>	526			0	526
<b>7</b>	467			0	467
<b>8</b>	494			0	494
<b>9</b>		522	0	2	524
<b>10</b>		515	3	1	519
<b>11</b>		473	11	4	488
<b>12</b>		490	24	4	518
<b>Spec Class</b>	29	33	0	0	62
<b>Secondary Total</b>	<b>1516</b>	<b>2033</b>	<b>38</b>	<b>11</b>	<b>3598</b>

<b>iACADEMY</b>	
	<b>Total</b>
<b>1</b>	1
<b>2</b>	0
<b>3</b>	0
<b>4</b>	0
<b>5</b>	0
<b>6</b>	1
<b>7</b>	1
<b>8</b>	0
<b>9</b>	2
<b>10</b>	4
<b>11</b>	4
<b>12</b>	4
	17

**Total K-12 Enrollment 6672**

**PRESCHOOL**

<b>Linwood Howe</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>CEE</b>	<b>Total</b>
55	24	30	0	94	126	329

**ADULT SCHOOL**

<b>Adult Basic Education</b>	<b>ESL</b>	<b>Citizenship</b>	<b>Adults w/Disabilities</b>	<b>High School Subjects</b>	<b>Total</b>
114	455	0	19	207	795

**Notes:**

1. These enrollment figures represent the total number of sections. A single student may be enrolled in multiple sections.
2. Of the 207 students enrolled in high school subjects, 57 concurrently attend high school



**Culver City Unified School District**  
**Enrollment for the 10th School Month (5/4/15 - 5/29/15)**  
**2014 - 2015**

<b>ELEMENTARY</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>Linwood Howe</b>	<b>Ind. Study</b>	<b>Total</b>
<b>K</b>	136	82	86	90	88	0	482
<b>Transitional K</b>	23	19		20	21	0	83
<b>1</b>	139	84	87	94	71	0	475
<b>2</b>	129	86	95	93	63	0	466
<b>3</b>	128	71	96	86	90	0	471
<b>4</b>	133	90	109	86	66	0	484
<b>5</b>	122	88	108	119	99	0	536
<b>Spec Class</b>	0	24		0	34	0	58
<b>Elementary Total</b>	<b>810</b>	<b>544</b>	<b>581</b>	<b>588</b>	<b>532</b>	<b>0</b>	<b>3055</b>

<b>SECONDARY</b>	<b>Middle School</b>	<b>High School</b>	<b>Culver Park</b>	<b>Ind. Study</b>	<b>Total</b>
<b>6</b>	527			0	527
<b>7</b>	467			0	467
<b>8</b>	494			0	494
<b>9</b>		521	0	2	523
<b>10</b>		514	3	1	518
<b>11</b>		473	11	4	488
<b>12</b>		489	24	4	517
<b>Spec Class</b>	29	33	0	0	62
<b>Secondary Total</b>	<b>1517</b>	<b>2030</b>	<b>38</b>	<b>11</b>	<b>3596</b>

<b>iACADEMY</b>	
	<b>Total</b>
<b>1</b>	1
<b>2</b>	0
<b>3</b>	0
<b>4</b>	0
<b>5</b>	0
<b>6</b>	1
<b>7</b>	1
<b>8</b>	0
<b>9</b>	2
<b>10</b>	6
<b>11</b>	4
<b>12</b>	3
	18

**Total K-12 Enrollment 6669**

**PRESCHOOL**

<b>Linwood Howe</b>	<b>El Marino</b>	<b>El Rincon</b>	<b>Farragut</b>	<b>La Ballona</b>	<b>CEE</b>	<b>Total</b>
55	24	30	0	94	123	326

**ADULT SCHOOL**

<b>Adult Basic Education</b>	<b>ESL</b>	<b>Citizenship</b>	<b>Adults w/Disabilities</b>	<b>High School Subjects</b>	<b>Total</b>
102	401	0	18	187	708

**Notes:**

1. These enrollment figures represent the total number of sections. A single student may be enrolled in multiple sections.
2. Of the 187 students enrolled in high school subjects, 48 concurrently attend high school.

**Culver City Unified School District**  
**Enrollment Comparison**  
**13-14 vs 14-15**

ELEMENTARY	1st School Month		2nd School Month		3rd School Month		4th School Month		5th School Month		6th School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
	El Marino	810	812	808	811	809	812	807	805	803	809	818
El Rincon	564	553	566	555	567	551	568	554	567	554	571	554
Farragut	562	584	572	588	571	589	571	590	564	588	564	583
La Ballona	566	587	566	585	569	589	566	580	558	580	562	585
Linwood Howe	523	526	530	525	537	525	538	527	534	527	541	529
Ind. Study	0	0	0	0	0	0	0	0	0	0	0	0
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl
Elementary Total	3026	3062	3042	3064	3053	3066	3050	3056	3026	3058	3056	3064

SECONDARY	1st School Month		2nd School Month		3rd School Month		4th School Month		5th School Month		6th School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
	Middle School	1459	1520	1460	1516	1460	1515	1459	1516	1456	1515	1459
High School	2024	2079	2049	2070	2043	2060	2039	2057	2033	2052	2019	2048
Culver Park	52	29	57	33	27	36	67	36	68	36	64	37
Ind. Study	18	8	20	7	24	9	24	9	30	9	23	9
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl
Secondary Total	3553	3636	3586	3626	3554	3620	3589	3618	3587	3612	3565	3608

iACADEMY	1st School Month		2nd School Month		3rd School Month		4th School Month		5th School Month		6th School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
	N/A	12	N/A	14	N/A	17	N/A	18	N/A	15	N/A	14
K-12 Total	6578	6710	6628	6704	6607	6703	6639	6692	6613	6685	6621	6686

## Culver City Unified School District

### Enrollment Comparison

13-14 vs 14-15

ELEMENTARY	7th		8th		9th		10th		11th		12th	
	School Month		School Month		School Month		School Month		School Month		School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
El Marino	807	811	801	806	808	811	808	810	809		798	0
El Rincon	570	548	568	546	568	545	567	544	568		547	0
Farragut	564	581	564	583	563	582	562	581	562		550	0
La Ballona	564	587	563	586	563	588	563	588	564		552	0
Linwood Howe	538	530	541	530	538	531	540	532	539		518	0
Ind. Study	0	0	0	0	0	0	0	0	0	0	0	0
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl
Elementary Total	3043	3057	3037	3051	3040	3057	3040	3055	3042	0	2965	0

SECONDARY	7th		8th		9th		10th		11th		12th	
	School Month		School Month		School Month		School Month		School Month		School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
Middle School	1455	1517	1453	1515	1452	1516	1455	1517	1456		1436	0
High School	2019	2037	2014	2032	2011	2033	2005	2030	2001		1984	0
Culver Park	67	37	66	39	65	38	64	38	64		64	0
Ind. Study	27	11	28	11	27	11	27	11	28		27	0
Special Ed	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	Incl	0
Secondary Total	3568	3602	3561	3597	3555	3598	3551	3596	3549	0	3511	0

iACADEMY	7th		8th		9th		10th		11th		12th	
	School Month		School Month		School Month		School Month		School Month		School Month	
	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15	13-14	14-15
	N/A	15	N/A	15	N/A	17	N/A	18	N/A		N/A	0
K-12 Total	6611	6674	6598	6663	6595	6672	6591	6669	6591	0	6476	0

CULVER CITY UNIFIED SCHOOL DISTRICT  
DISTRICT WARRANTS REPORT  
2014 - 2015

**COMMERCIAL WARRANTS**

MAY 19, 2015 - JUNE 12, 2015 \$ 5,332,898.00

**PAYROLL WARRANTS**

MAY 19, 2015 - JUNE 12, 2015 \$ 4,285,918.71

**TOTAL:** \$ 9,618,816.71

**BOARD REPORT**

**6/23/15**  
**9.7**

**9.7 Approval of Agreement with Charlie's Fence Company**

At this time we need to approve the agreement with Charlie's Fence Company for fencing at Culver Park High School.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the agreement with Charlie's Fence Company.

**Moved by:**

**Seconded by:**

**Vote:**

## CONTRACT FOR CONSTRUCTION SERVICES (SMALL PROJECTS)

**THIS CONTRACT FOR CONSTRUCTION SERVICES (SMALL PROJECTS)** is made and entered into this 16th day of June, 2015, ("Contract") by and between Charlie's Fence Co. ("Contractor") and CULVER CITY UNIFIED SCHOOL DISTRICT ("District").

1. The Contractor shall furnish to the District for a total price of Thirteen Thousand Two Hundred Seventy and 00/00 Dollars (\$13,270) ("Contract Price") the services provided in the scope of work as set forth in the attached **Exhibit A** ("Work").
2. Contractor shall perform the Work at Culver Park High School ("Site"). The Project is the scope of Work performed at the Site.
3. Work shall be completed within ninety (90) consecutive calendar days ("Contract Time") from the date specified in the District's Notice to Proceed.
4. Contractor agrees that if the Work is not completed within the Contract Time and/or pursuant to the completion schedule, construction schedule, or project milestones developed pursuant to provisions of the Contract, if any, it is understood, acknowledged, and agreed that the District will suffer damage which is not capable of being calculated. Pursuant to Government Code section 53069.85, Contractor shall pay to the District, as fixed and liquidated damages for these incalculable damages, the sum of One Hundred Dollars (\$100) per day for each and every calendar day of delay beyond the Contract Time or beyond any completion schedule, construction schedule, or project milestones established pursuant to the Contract.
5. The Contract Documents include only the following documents, as indicated:

<input type="checkbox"/> Notice to Bidders	<input type="checkbox"/> Asbestos & Other Hazardous Materials Certification
<input type="checkbox"/> Instructions to Bidders	<input type="checkbox"/> Lead-Product(s) Certification
<input type="checkbox"/> Bid Form and Proposal	<input type="checkbox"/> Roofing Project Certification
<input type="checkbox"/> Bid Bond	<input type="checkbox"/> Insurance Certificates and Endorsements
<input type="checkbox"/> Noncollusion Declaration	<input type="checkbox"/> Performance Bond
<input type="checkbox"/> Designated Subcontractors List	<input type="checkbox"/> Payment Bond
<input type="checkbox"/> Notice to Proceed	<input type="checkbox"/> Specifications
<input type="checkbox"/> Prevailing Wage Certification	<input type="checkbox"/> Plans
<input type="checkbox"/> Workers' Compensation Certification	<input checked="" type="checkbox"/> <b>Exhibit A</b> ("Scope of Work")
<input checked="" type="checkbox"/> Criminal Background Investigation Certification	<input checked="" type="checkbox"/> Terms and Conditions to Contract
<input type="checkbox"/> Drug-Free Workplace Certification	<input type="checkbox"/> _____ [Other]
<input type="checkbox"/> Tobacco-Free Environment Certification	
6. Contractor shall not commence the Work under this Contract until the Contractor has submitted and the District has approved the endorsement(s) of insurance required under the Terms and Conditions to Contract and the District has issued a Notice to Proceed.
7. Payment for the Work shall be made in accordance with the Terms and Conditions to Contract.

8. The project manager on the Project is Charles Wren ("Project Manager"), and the project inspector on the Project is Roy Otsuka ("Project Inspector"). Contractor hereby acknowledges that the Architect, the Project Manager, the Project Inspector, and the Division of the State Architect have authority to approve and/or stop Work if the Contractor's Work does not comply with the requirements of the Contract Documents, Title 24 of the California Code of Regulations, and all applicable laws. No Work shall be carried on except with the knowledge and under the inspection of said Project Inspector. Project Inspector shall have free access to any or all parts of the Work at any time. Contractor shall furnish Project Inspector reasonable opportunities for obtaining such information as may be necessary to keep Project Inspector fully informed respecting progress, manner of work, and character of materials. The Contractor shall be liable for any delay caused by its non-compliant Work or its failure to provide proper notification for inspection.
9. Inspection and acceptance of the Work shall be performed by Mike Reynolds of the Business Services Division of the District.
10. Any notice required or permitted to be given under this Contract shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, or electronic mail, addressed as follows:

**If to District:**

Culver City Unified School District  
 4034 Irving Place  
 Culver City, CA 90232  
 Attn: Mike Reynolds, Asst. Superintendent,  
 Business Services  
 Tel: (310) 842-4220 ext. 4226  
 Fax: (310) 842-4322  
 Email: mikereynolds@ccusd.org

**If to Contractor:**

Charlie's Fence Co.  
 2320 Park Rose  
 Duarte, CA 91010

Any notice personally given or sent by facsimile transmission or electronic mail shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery to the overnight delivery service. Any notice given by mail shall be effective three (3) days after deposit in the United States mail.

11. Contractor shall guarantee all labor and material used in the performance of this Contract for a period of one (1) year from the date of the District's written approval of the Work.
12. This Contract incorporates by this reference the Terms and Conditions to Contract attached hereto. Contractor, by executing this Contract, agrees to comply with all the Terms and Conditions to Contract.
13. Each party has the full power and authority to enter into and perform this Contract, and the person signing this Contract on behalf of each party has been properly authorized and empowered to enter into this Contract.
14. By signing this Contract, Contractor certifies, under penalty of perjury, that all the information provided in the Contract Documents is true, complete, and correct.

ACCEPTED AND AGREED on the dates indicated below:

Dated: \_\_\_\_\_, 2015

Dated: \_\_\_\_\_, 2015

**Culver City Unified School District**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Print Title: \_\_\_\_\_

Address: \_\_\_\_\_

License No.: \_\_\_\_\_

Telephone: \_\_\_\_\_

Registration No.: \_\_\_\_\_

Fax: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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**Information regarding Contractor:**

Type of Business Entity:

- \_\_\_\_ Individual
- \_\_\_\_ Sole Proprietorship
- \_\_\_\_ Partnership
- \_\_\_\_ Limited Partnership
- \_\_\_\_ Corporation, State: \_\_\_\_\_
- \_\_\_\_ Limited Liability Company
- \_\_\_\_ Other: \_\_\_\_\_

\_\_\_\_\_  
Employer Identification and/or  
Social Security Number

**NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires the Contractor to furnish the information requested in this section.**



## TERMS AND CONDITIONS TO CONTRACT

1. **NOTICE TO PROCEED:** District shall provide a Notice to Proceed to Contractor pursuant to the Contract at which time Contractor shall proceed with the Work.
2. **STANDARD OF CARE:** Contractor shall perform, diligently prosecute and complete the Work in a good and workmanlike manner within the Contract Time, and in strict conformity with all Contract Documents.
3. **SITE EXAMINATION:** Contractor has examined the Site and certifies that it accepts all measurements, specifications and conditions affecting the Work to be performed at the Site. By submitting its quote, Contractor warrants that it has made all Site examination(s) that it deems necessary as to the condition of the Site, its accessibility for materials, workers and utilities, and Contractor's ability to protect existing surface and subsurface improvements. No claim for allowance of time or money will be allowed as to any other undiscovered condition on the Site.
4. **INTERPRETATION OF CONTRACT DOCUMENTS:** Should any question arise concerning the intent or meaning of Contract Documents, the question shall be submitted to the Assistant Superintendent, Business Services, for interpretation. If a conflict exists in the Contract Documents, modifications, beginning with the most recent, shall control over this Contract (if any), which shall control over the Special Conditions, which shall control over any Supplemental Conditions, which shall control over the General Conditions, which shall control over the remaining Division 0 documents, which shall control over Division 1 Documents which shall control over Division 2 through Division 18 documents, which shall control over figured dimensions, which shall control over large-scale drawings, which shall control over small-scale drawings. In no case shall a document calling for lower quality and/or quantity material or workmanship control. The decision of the District in the matter shall be final.
5. **PERMITS, LICENSES AND REGISTRATION:** Contractor and all of its employees, agents, and subcontractors shall secure and maintain in force, at Contractor's sole cost and expense, all permits, licenses, and registration as are required by law, in connection with the furnishing of materials, supplies, or Work herein listed.
6. **PROJECT INSPECTION CARD:** Contractor shall verify that forms DSA 152 Project Inspection Card (or current version) are issued for the Project prior to commencement of construction.
7. **NOTIFICATION:** Contractor shall notify the Architect and Project Inspector, in writing, of the commencement and completion of construction of each and every aspect of the Work at least forty-eight (48) hours in advance by submitting form DSA 156 (or the most current version) to the Project Inspector. Forms are available on the DSA's website at: <http://www.dgs.ca.gov/dsa/Forms.aspx>.
8. **LABOR, MATERIALS, AND EQUIPMENT:** Contractor shall furnish all tools, equipment, apparatus, facilities, transportation, labor, and material necessary to furnish the services herein described, the Work to be performed at such times and places as directed by and subject to the approval of the authorized District representative indicated in the Work specifications attached hereto. Unless otherwise specified, all materials shall be new and previously unused, and of the manufacturer's latest model or the best of their respective kinds and grades as noted or specified, and workmanship shall be of good quality.
9. **RELEASE AGAINST LIENS OR CLAIMS:** Contractor warrants good title to all material, supplies, and equipment installed or incorporated in Work and agrees upon completion of all Work to deliver the Site to District, together with all improvements and appurtenances constructed or placed thereon by it, and free from any claims, liens, or charges. Contractor and Contractor's Surety, if applicable, shall promptly take all action necessary to cause any lien or a claim to be released. If the Contractor fails to satisfactory evidence that a lien or a claim has been released, discharged, or secured within ten (10) calendar days after demand by the District, the District may discharge such indebtedness and deduct any and all losses, costs, damages, and attorney's fees and expense incurred from any sum payable to Contractor under the Contract.
10. **SUBSTITUTIONS:** No substitutions of material from those specified in the Work specifications shall be made without the prior written approval of the District. Contractor shall be responsible for any re-design costs occasioned by District's acceptance and/or approval of any substitute, as well

as any costs that the District incurs for professional services, including DSA fees. District may deduct those costs from any amounts owing to Contractor for the review of the request for substitution, even if the request for substitution is not approved. Contractor shall, in the event that a substitute is less costly than that specified, credit the District with one hundred percent (100%) of the net difference between the substitute and the originally specified material.

11. **INDEPENDENT CONTRACTOR STATUS:** While engaged in carrying out the Work of this Contract, the Contractor is an independent contractor, and not an officer, employee, agent, partner, or joint venture of the District. Contractor shall be solely responsible for its own Worker's Compensation insurance, taxes, and other similar charges or obligations. Contractor shall be liable for its own actions, including its negligence or gross negligence, and shall be liable for the acts, omissions, or errors of its agents or employees.
12. **CONTRACTOR SUPERVISION:** Contractor shall provide competent supervision of personnel employed on the job Site, use of equipment, and quality of workmanship. A supervisor shall be on site at all times.
13. **WORKERS:** Contractor shall at all times enforce strict discipline and good order among its employees and the employees of its subcontractors, including enforcement of the District's "NO SMOKING" policy at all sites, and shall not employ or work any unfit person or anyone not skilled in work assigned to him or her. Any person in the employ of the Contractor or a subcontractor whom the District may deem incompetent or unfit shall be dismissed from the Site and shall not again be employed at Site without written consent from the District.
14. **SUBCONTRACTORS:** Subcontractors, if any, engaged by the Contractor for any Work under this Contract shall be subject to the approval of the District. Contractor agrees to bind every subcontractor by the terms of the Contract as far as such terms are applicable to subcontractor's work, including, without limitation, all registration, indemnification, insurance, bond, and warranty requirements. If Contractor shall subcontract any part of this Contract, Contractor shall be fully responsible to the District for acts and omissions of its subcontractor and of persons either directly or indirectly employed by Contractor. Nothing contained in the Contract Documents shall create any contractual relations between any subcontractor and the District.
15. **SAFETY AND SECURITY:** Contractor is responsible for maintaining safety in the performance of this Contract. Contractor shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when
16. **CLEAN UP:** Debris shall be removed from the Site. The Site shall be in order at all times when Work is not actually being performed and shall be maintained in a reasonably clean condition.
17. **PROTECTION OF WORK AND PROPERTY:** Contractor shall erect and properly maintain at all times, as required by conditions and progress of the Work, all necessary safeguards, signs, barriers, lights, and security persons for protection of workers and the public, and shall post danger signs warning against hazards created by the Work. In an emergency affecting life and safety of life or of Work or of adjoining property, Contractor, without special instruction or authorization from District, is permitted to act at his discretion to prevent such threatened loss or injury. District representative shall be advised immediately if such action has been necessary.
18. **FORCE MAJEURE:** The Contractor shall be excused from performance hereunder during the time and to the extent that it is prevented from obtaining delivery, or performing by act of God, fire, strike, loss, or shortage of transportation facilities, lock-out, commandeering of materials, products, plants, or facilities by the government, when satisfactory evidence thereof is presented to the District, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the Contractor.
19. **CORRECTION OF ERRORS:** Contractor shall perform, at its own cost and expense and without reimbursement from the District, any Work necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care required herein.
20. **ACCESS TO WORK:** District representatives, Architect, and Project Inspector shall at all times have access to the Work wherever it is in preparation or in progress. Contractor shall provide safe and proper facilities for such access.

21. **OCCUPANCY:** District reserves the right to occupy buildings at any time before formal Contract completion and such occupancy shall not constitute final acceptance or approval of any part of the Work covered by this Contract, nor shall such occupancy extend the date specified for completion of the Work.
22. **PAYMENT:** Upon completion of the Work, Contractor shall submit an application for payment based upon the estimated value for materials delivered or Work performed under the Contract as of the date of submission ("Application for Payment"). Applications for payment shall be submitted to: Culver City Unified School District, Attn: Accounting Department, 4034 Irving Place, Culver City, CA 90232. Within thirty (30) days after District's approval of the Application for Payment, Contractor shall be paid a sum equal to ninety-five percent (95%) of the value of the Work performed (as verified by Architect and Inspector and certified by Contractor) up to the last day of the previous month, less the aggregate of previous payments and amount to be withheld. The District may withhold or deduct from any payment an amount necessary to protect the District from loss because of: (1) liquidated damages which have accrued as of the date of the application for payment; (2) any sums expended by the District in performing any of Contractor's obligations under the Contract which Contractor has failed to perform or has performed inadequately; (3) defective Work not remedied; (4) stop payment notices as allowed by state law; (5) reasonable doubt that the Work can be completed for the unpaid balance of the total Contract Price or by the scheduled Contract Time; (6) unsatisfactory prosecution of the Work by Contractor; (7) unauthorized deviations from the Contract; (8) failure of the Contractor to maintain or submit on a timely basis proper and sufficient documentation as required by the Contract or by District during the prosecution of the Work; (9) erroneous or false estimates by the Contractor of the value of the Work performed; (10) any sums representing expenses, losses, or damages, as determined by the District, incurred by the District for which Contractor is liable under the Contract; and (11) any other sums which the District is entitled to recover from Contractor under the terms of the Contract or pursuant to state law, including Section 1727 of the Labor Code. The failure by the District to deduct any of these sums from a progress payment shall not constitute a waiver of the District's right to such sums. The District shall retain five percent (5%) from all amounts owing as retention. Retention shall be paid pursuant to Public Contract Code sections 7107, 7200 and 7201.
23. **CHANGE IN SCOPE OF WORK:** Any change in the scope of the Work, method of performance, nature of materials or price thereof, or any other matter materially affecting the performance or nature of the Work shall not be paid for or accepted unless such change, addition, or deletion is approved in advance and in writing by a valid change order approved by the Governing Board and executed by the District. Contractor specifically understands, acknowledges, and agrees that the District shall have the right to request any alterations, deviations, reductions, or additions to the Project or Work, and the cost thereof shall be added to or deducted from the amount of the Contract Price by fair and reasonable valuations. Contractor also agrees to provide the District with all information requested to substantiate the cost of the change order and to inform the District whether the Work will be done by the Contractor or a subcontractor. In addition to any other information requested, Contractor shall submit, prior to approval of the change order, its request for a time extension (if any), as well as all information necessary to substantiate its belief that such change will delay the completion of the Work. If Contractor fails to submit its request for a time extension or the necessary supporting information, it shall be deemed to have waived its right to request such extension.
24. **INDEMNIFICATION:** To the furthest extent permitted by California law, Contractor shall defend, indemnify, and hold harmless the District, its governing board member, agents, representatives, officers, consultants, employees, and volunteers (the "indemnified parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "claims") of any kind, nature, and description, including, but not limited to, attorneys' fees and costs, directly or indirectly arising from personal or bodily injuries, death, property damage, or otherwise arising out of, connected with, or resulting from the performance of this Contract unless the claims are caused wholly by the sole or active negligence or willful misconduct of the indemnified parties. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the District.
25. **CONTRACTOR'S INSURANCE:**

- 27.1 The Contractor shall procure and maintain at all times it performs any portion of the Work the following insurance with minimum limits equal to the amount indicated below.

Type of Coverage	Minimum Requirement
<b>Commercial General Liability Insurance</b> , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	 \$ 5,000,000 \$ 5,000,000
<b>Automobile Liability Insurance - Any Auto</b> Each Occurrence General Aggregate	 \$ 1,000,000 \$ 1,000,000
<b>Workers Compensation</b>	Statutory Limits
<b>Employer's Liability</b>	\$ 1,000,000

- 27.1.1 **Commercial General Liability and Automobile Liability Insurance.** Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect the Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Work. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)
- 27.1.2 **Workers' Compensation and Employers' Liability Insurance.** Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Work. In accordance with provisions of section 3700 of the California Labor Code, the Contractor shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Work under this Contract is not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Work.
- 27.2 **Proof of Carriage of Insurance.** The Contractor shall not commence performing any portion of the Work until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:
- 27.2.1 A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."
- 27.2.2 Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.
- 27.2.3 An endorsement stating that the District and its Governing Board, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Contractor's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.
- 27.2.4 All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.
- 27.3 **Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.

26. **WARRANTY/QUALITY:** Unless a longer warranty is called for elsewhere in the Contract Documents, the Contractor, manufacturer, or their assigned agents shall guarantee the workmanship, product or service performed against defective workmanship, defects or failures of materials for a minimum period of one (1) year from filing the Notice of Completion with the county in which the Site is located or date of final payment by the District, whichever is later. All workmanship and merchandise must be warranted to be in compliance with applicable California energy, conservation, environmental, and educational standards.
27. **CONFIDENTIALITY:** The Contractor shall maintain the confidentiality of all information, documents, programs, procedures, and all other items that Contractor encounters while performing the Contractor's Work to the extent allowed by law. This requirement shall be ongoing and shall survive the expiration or termination of this Contract and specifically includes all student, parent, and disciplinary information.
28. **LIMITATION OF DISTRICT LIABILITY:** District's financial obligations under this Contract shall be limited to the payment of the compensation provided in this Contract. Notwithstanding any other provision of this Contract, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Contract for the Work performed in connection with this Contract.
29. **COMPLIANCE WITH LAWS:** Contractor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on conduct of the Work as indicated or specified. If Contractor observes that any of the Work required by this Contract is at variance with any such laws, ordinances, rules or regulations, Contractor shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Work shall be made and this Contract shall be appropriately amended in writing, or this Contract shall be terminated effective upon Contractor's receipt of a written termination notice from the District. If Contractor performs any Work that is in violation of any laws, ordinances, rules or regulations, without first notifying the District of the violation, Contractor shall bear all costs arising therefrom.
30. **LABOR CODE REQUIREMENTS:** The Contractor and its subcontractors shall comply with all applicable provisions of the Labor Code, Division 2, Part 7, Chapter 1, Articles 1 - 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the District's Purchasing Office. In addition, the Contractor and each subcontractor shall comply with Chapter 1 of Division 2, Part 7 of the Labor Code, beginning with Section 1720, and including Sections 1735, 1777.5 and 1777.6, forbidding discrimination, and Sections 1776, 1777.5 and 1777.6 concerning the employment of apprentices by Contractor or subcontractors. Willful failure to comply may result in penalties, including loss of the right to bid on or receive public works contracts.
- 34.1 **Certified Payroll Records:** Contractor and its subcontractor(s) shall keep accurate certified payroll records of workers using the Public Works Payroll Reporting Form, including the certification (DIR Form A-1-131 or current version) and shall electronically submit certified payroll records directly to the Labor Commissioner weekly and within ten (10) days of any request by the District or the Labor Commissioner.
- 34.2 **Labor Compliance:** Contractor and its subcontractors shall perform the Work of the Project while complying with all the applicable regulations, including Section 16000, et seq., of Title 8 of the California Code of Regulations and are subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.
31. **ANTI-DISCRIMINATION:** It is the policy of the District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the Contractor agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code section 12900 and Labor Code section 1735. In addition, the Contractor agrees to require like compliance by all its subcontractor(s).

32. **DISABLED VETERAN BUSINESS ENTERPRISES:** Section 17076.11 of the Education Code requires school districts using funds allocated pursuant to the State of California School Facility Program for the construction or modernization of a school building (SFP Funds) to have a participation of at least three percent (3%), per year, of the overall dollar amount expended each year by the school district, for disabled veteran business enterprises (DVBE). If this Contract uses SFP Funds, Contractor must submit, with its executed Contract, appropriate documentation to the District identifying the steps Contractor has taken to solicit DVBE participation in conjunction with this Contract.
33. **ANTI-TRUST CLAIM:** Contractor and its subcontractor(s) agree to assign to the District all rights, titles, and interest in and to all causes of action they may have under Section 15 of the Clayton Act (15 U.S.C. commencing with Section 12) or under the Cartwright Act (Chapter 2 commencing with Section 16700 of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, Work, or materials pursuant to the Contract or a subcontract. This assignment shall be made and becomes effective at the time the District tenders final payment to the Contractor, without further acknowledgment by the parties.
34. **PRESERVATION OF RECORDS:** Contractor shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Contractor transacted under this Contract. Contractor shall retain these books, records, and systems of account during the Term of this Contract and for three (3) years thereafter. Contractor shall permit District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Work covered by this Contract. Audit(s) may be performed at any time, provided that District shall give reasonable prior notice to Contractor and shall conduct audit(s) during Contractor's normal business hours, unless Contractor otherwise consents.
35. **DISPUTES:** In the event of a dispute between the parties as to performance of the Work, the interpretation of this Contract, or payment or nonpayment for Work performed or not performed, the parties shall attempt to resolve the dispute by those procedures set forth in Public Contract Code section 20104 et seq., if applicable. Pending resolution of the dispute, Contractor agrees it will neither rescind the Contract nor stop the progress of the Work, but will allow determination by the court of the State of California, in the county in which the District's administration office is located, having competent jurisdiction of the dispute. All claims of over \$375,000, which are outside the scope of Public Contract Code section 20104 et seq., may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Contract. The demand for mediation of any claim of over \$375,000 shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice, and the demand shall not be made later than the time of Contractor submission of the request for final payment. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Design-Builder shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the District. For purposes of those provisions, the running of the time within which a claim must be presented to the District shall be tolled from the time the claimant submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.
36. **ATTORNEY FEES/COSTS:** Should litigation be necessary to enforce any terms or provisions of this Contract, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorneys' fees.
37. **TERMINATION:** If Contractor fails to perform the Work and Contractor's duties to the satisfaction of the District, or if Contractor fails to fulfill in a timely and professional manner Contractor's obligations under this Contract, or if Contractor violates any of the terms or provisions of this Contract, District shall have the right to terminate this Contract effective immediately upon the District giving written notice thereof to the Contractor. The Contractor and its performance bond surety, if any, shall be liable for all damages caused to the District by reason of the Contractor's failure to perform and complete the Contract. District shall also have the right

in its sole discretion to terminate the Contract for its own convenience upon District giving three (3) days' written notice thereof to the Contractor. In case of a termination for convenience, Contractor shall be paid for the actual cost for labor, materials, and Work performed that is unpaid and can be documented through timesheets, invoices, receipts, or otherwise, and five percent (5%) of the total cost of Work performed as of the date of termination, or five percent (5%) of the value of the Work yet to be performed, whichever is less. This five percent (5%) shall be full compensation for all of Contractor's and its subcontractor(s)' mobilization and/or demobilization costs and any anticipated loss profits resulting from termination of the Contractor for convenience. The District will not pay for any work, except for demobilization, undertaken after the date of receipt of any notice of termination or five (5) days after the date of the notice, whichever is sooner. Termination shall have no effect upon any of the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of termination.

38. **BANKRUPTCY:** In the event that Contractor ceases conducting business in the normal course, become insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets or shall avail itself of, or becomes subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of creditors, then the District shall have the right to terminate the Contractor's right to perform the Work. The Contractor shall notify the District within ten (10) days of a bankruptcy petition under the Federal Bankruptcy Act being filed.
39. **ASSIGNMENT OF CONTRACT:** Contractor shall not assign or transfer in any way any or all of its rights, burdens, duties, or obligations under this Contract without the prior written consent of the District.
40. **TIME IS OF THE ESSENCE:** Time is of the essence in the performance of and compliance with each of the provisions and conditions of this Contract.
41. **CALCULATION OF TIME:** For the purposes of this Contract, "days" refers to calendar days unless otherwise specified.
42. **GOVERNING LAW:** This Contract shall be governed by and construed in accordance with the laws of the State of California with venue of any action in the county in which the District administration office is located.
43. **BINDING CONTRACT:** This Contract shall be binding upon the parties hereto and upon their successors and assigns, and shall inure to the benefit of said parties and their successors and assigns.
44. **DISTRICT WAIVER:** District's waiver of any term, condition, covenant or waiver of a breach of any term, condition or covenant shall not constitute the waiver of any other term, condition or covenant or the waiver of a breach of any other term, condition or covenant.
45. **CAPTIONS AND INTERPRETATIONS:** Paragraph headings in this Contract are used solely for convenience, and shall be wholly disregarded in the construction of this Contract. No provision of this Contract shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Contract shall be construed as if jointly prepared by the parties.
46. **INVALID TERM:** If any provision of this Contract is declared or determined by any court of competent jurisdiction to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining parts, terms and provisions shall not be affected thereby, and said illegal, invalid or unenforceable part, term or provision will be deemed not to be a part of this Contract.
47. **PROVISIONS REQUIRED BY LAW DEEMED INSERTED:** Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and this Contract shall be read and enforced as though it were included therein.
48. **ENTIRE CONTRACT:** This Contract sets forth the entire Contract between the parties hereto and fully supersedes any and all prior agreements, understanding, written or oral, between the parties hereto pertaining to the subject matter thereof. This Contract may be modified only by a writing upon mutual consent.

**EXHIBIT A**  
(Scope of Work)

Demo 2 existing fence lines as per request. Build and install new chain link fence as per walk through using existing walk gates and screen mesh. Price includes all labor at prevailing rates and material necessary to complete the job.



**PREVAILING WAGE CERTIFICATION**

I hereby certify that I will conform to the State of California Public Works Contract requirements regarding prevailing wages, benefits, on-site audits with forty-eight (48) hours' notice, payroll records, and apprentice and trainee employment requirements, for all Work on the above Project, including, without limitation, labor compliance monitoring and enforcement by the Department of Industrial Relations.

Date: \_\_\_\_\_

Proper Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**WORKERS' COMPENSATION CERTIFICATION**

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work of this Contract.

Date: \_\_\_\_\_  
Proper Name of Contractor: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

(In accordance with Article 5 - commencing at Section 1860, Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any Work under this Contract.)

**CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION**

The undersigned does hereby certify to the governing board of the District as follows:

- That I am a representative of the Contractor under contract with the District;
- That I am familiar with the facts herein certified; and
- That I am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor certifies that it has taken at least one of the following actions with respect to the construction Project that is the subject of the Contract (check all that applies):

\_\_\_\_\_ The Contractor has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all of Contractor's employees and all of its Subcontractors' employees who may have contact with District pupils in the course of performing Work pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Contract is attached hereto; and/or

\_\_\_\_\_ Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

\_\_\_\_\_ Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_ The Work on the Contract is at an unoccupied school site and no employee and/or subcontractor or supplier of any tier of the Contract shall come in contact with the District pupils.

Contractor's responsibility for background clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**TOBACCO-FREE ENVIRONMENT CERTIFICATION**

Pursuant to, without limitation, 20 U.S.C section 6083, Labor Code section 6400 et seq., Health & Safety Code section 104350 et seq. and District Board Policies, all District sites, including the Project site, are tobacco-free environments. Smoking and the use of tobacco products by all persons is prohibited on or in District property. District property includes school buildings, school grounds, school owned vehicles and vehicles owned by others while on District property.

I acknowledge that I am aware of the District's policy regarding tobacco-free environments at District sites, including the Project site and hereby certify that I will adhere to the requirements of that policy and not permit any of my firm's employees, agents, subcontractors, or my firm's subcontractors' employees or agents to use tobacco and/or smoke on the Project Site.

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**ASBESTOS & OTHER HAZARDOUS MATERIALS CERTIFICATION**

Contractor hereby certifies that no Asbestos, or Asbestos-Containing Materials, polychlorinated biphenyl (PCB), or any material listed by the federal or state Environmental Protection Agency or federal or state health agencies as a hazardous material, or any other material defined as being hazardous under federal or state laws, rules, or regulations ("New Hazardous Material") shall be furnished, installed, or incorporated in any way into the Project or in any tools, devices, clothing, or equipment used to affect any portion of Contractor's Work on the Project for District.

Contractor further certifies that it has instructed its employees with respect to the above-mentioned standards, hazards, risks, and liabilities.

Asbestos and/or asbestos-containing material shall be defined as all items containing but not limited to chrysotile, crocidolite, amosite, anthophyllite, tremolite, and actinolite. Any or all material containing greater than one-tenth of one percent (.1%) asbestos shall be defined as asbestos-containing material.

Any disputes involving the question of whether or not material is New Hazardous Material shall be settled by electron microscopy or other appropriate and recognized testing procedure, at the District's determination. The costs of any such tests shall be paid by Contractor if the material is found to be New Hazardous Material.

All Work or materials found to be New Hazardous Material or Work or material installed with "New Hazardous Material" containing equipment will be immediately rejected and this Work will be removed at Contractor's expense at no additional cost to the District.

Contractor has read and understood the document Hazardous Materials Procedures & Requirements, and shall comply with all the provisions outlined therein.

Date: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**LEAD-PRODUCT(S) CERTIFICATION**

California Occupational Safety and Health Administration (CalOSHA), Environmental Protection Agency (EPA), California Department of Health Services (DHS), California Department of Education (CDE), and the Consumer Product Safety Commission (CPSC) regulate lead-containing paint and lead products.

Because the Contractor and its employees will be performing Work for the District, and because the Contractor's Work may disturb lead-containing building materials, **CONTRACTOR IS HEREBY NOTIFIED** of the potential presence of lead-containing materials located within certain buildings utilized by the District. All school buildings built prior to 1993 are presumed to contain some lead-based paint until sampling proves otherwise.

The CDE mandates that school districts utilize DHS lead-certified personnel when a lead-based hazard is identified. Examples of lead-certified personnel include: project designers, inspectors, and abatement workers. Furthermore, since it is assumed by the District that all painted surfaces (interior as well as exterior) within the District contain some level of lead, it is imperative that the Contractor, its workers and subcontractors fully and adequately comply with all applicable laws, rules and regulations governing lead-based materials (**including Title 8, California Code of Regulations, section 1532.1**). Any and all Work which may result in the disturbance of lead-containing building materials must be coordinated through the District.

The Education Code also prohibits the use or import of lead-containing paint, lead plumbing and solders, or other potential sources of lead contamination in the construction of any new school facility or in the modernization or renovation of any existing school facility. The Contractor shall provide the District with any sample results prior to beginning Work, during the Work, and after the completion of the Work. The District may request to examine, prior to the commencement of the Work, the lead training records of each employee of the Contractor.

All contractors who disturb lead-based paint in a six-square-foot area or greater indoors or a twenty (20) square foot area outdoors shall comply with the Renovation, Repair and Painting Rule, shall receive training from a U.S. EPA-accredited training provider, and shall be certified by the U.S. EPA. Contractor, its workers and subcontractors must fully and adequately comply with all applicable laws, rules and regulations governing lead-based materials, including those rules and regulations appearing within title 40 of the Code of Federal Regulations as Part 745 (40 CFR 745).

If failure to comply with these laws, rules, and regulations results in a site or worker contamination, the Contractor will be held solely responsible for all costs involved in any required corrective actions, and shall defend, indemnify and hold harmless the District, pursuant to the indemnification provisions of the Contract, for all damages and other claims arising therefrom. If lead disturbance is anticipated in the Work, only persons with appropriate accreditation, registrations, licenses and training shall conduct this Work.

It shall be the responsibility of the Contractor to properly dispose of any and all waste products, including but not limited to, paint chips, any collected residue, or any other visual material that may occur from the prepping of any painted surface. It will be the responsibility of the Contractor to provide the proper disposal of any hazardous waste by a certified hazardous waste hauler. This company shall be registered with the Department of Transportation (DOT) and shall be able to issue a current manifest number upon transporting any hazardous material from any school site within the District.

THE UNDERSIGNED HEREBY ACKNOWLEDGES, UNDER PENALTY OF PERJURY, THAT HE OR SHE HAS RECEIVED NOTIFICATION OF POTENTIAL LEAD-BASED MATERIALS ON THE OWNER'S PROPERTY, AS WELL AS THE EXISTENCE OF APPLICABLE LAWS, RULES AND REGULATIONS GOVERNING WORK WITH, AND DISPOSAL OF, SUCH MATERIALS WITH WHICH IT MUST COMPLY. THE UNDERSIGNED ALSO WARRANTS THAT HE OR SHE HAS THE AUTHORITY TO SIGN ON BEHALF OF AND BIND THE CONTRACTOR.

Date: \_\_\_\_\_  
Name of Contractor: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**9.8 Approval of Purchase of Handheld Radios.**

On January 1, 2013, all public safety and business industrial land mobile radio systems operating in the 150-512 MHz radio bands were to cease operation using 25 kHz efficiency technology, and begin operating using at least 12.5 kHz efficiency technology. This deadline was the result of an FCC effort that began almost two decades ago to ensure more efficient use of the spectrum and greater access. Migration to 12.5 kHz efficiency technology (once referred to as Refarming, but now referred to as Narrowbanding) allows the creation of additional channel capacity within the same radio spectrum and support more users.

After January 1, 2013, licensees not operating at 12.5 KHz efficiency are in violation of the Commission's rules and could be subject to FCC enforcement action, which may include admonishment, monetary fines and/or loss of license.

CCUSD still has approximately 120 two-way radios operating on the old bands. In order to become compliant, we must upgrade our radios and repeaters. The purchase of the proposed radios and repeaters will put all District sites on the same system and allow each site to have their own repeater channel. Having a repeater channel allows transmitting and receiving of clear digital transmission through the City's radio tower. Currently all sites except for MOT and Security operate on simplex channels; meaning they can only communicate while in close proximity (a few hundred yards) to each other. During the recent district-wide emergency drill, the incident command center was unable to communicate with the sites on their channels because of the distance between the radios. A repeater channel will allow communications to and from all radios out to 35+ miles from each other.

At this time we need to approve the purchase of new handheld radios from SJM Industrial Radio. SJM was the lower of the two sources for these devices:

<b>SJM</b>	<b>\$80,323.85</b>
<b>Frank's Radio Service</b>	<b>\$89,283.10</b>

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the purchase of handheld radios from SJM at a cost of \$80,323.85.

**Moved by:**

**Seconded by:**

**Vote:**

# SJM INDUSTRIAL RADIO

Your Best Source For Two-Way Radios



**MOTOROLA SOLUTIONS**

Radio Solutions Channel Partner

1212 E. Imperial Avenue, El Segundo CA 90245 TEL: (310) 640-2700 FAX: (310) 640-1095  
 www.sjmradio.com e-mail: sales@sjmradio.com

## DIGITAL SYSTEM PROJECT - XPR3500 QUOTE

Date: 12/17/2014

Quote #: R0024854

TO: ACCOUNTS PAYABLE <b>CULVER CITY U.S.D. - IRVING PLACE</b> 4034 IRVING PLACE CULVER CITY CA 90232-2848 TEL: CELL: FAX: EMAIL: CUST ID: CULV30	SHIP TO: CULVER CITY U S D MAINTENANCE / SEC ATTN: TED RONCHETTI 4501 ELENDA ST CULVER CITY CA 90230 TEL: 310-842-4220 EMAIL: tedronchetti@ccusd.org
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Qty	Model	Description	Unit Price	Total
120	AAH02RDH9JA2	MOTOROLA XPR3500 UHF DIGITAL / ANALOG PORTABLE RADIO, 128 CHANNEL, 4 WATT. INCLUDES STANDARD ACCESSORIES. 2 YR WARRANTY (LIST PRICE: \$693.00)	418.00	50160.00
1	NOTE # 30	FOR EVERY (10) XPR3000 SERIES RADIOS PURCHASED AND 10 QUALIFYING TRADE IN RADIOS RECEIVE AN IMMEDIATE CREDIT OF \$400.00 DEDUCTED FROM YOUR INVOICE. OFFER EXPIRES AUGUST 28, 2015	0.00	0.00
		120 Units \$400.00 per ten trade-ins...TOTAL \$4,800.00 instant discount listed below.		
5	AAM27TRR9JA7BN	XPR8400 UHF MOTOTRBO DIGITAL/ANALOG REPEATER 450-512 MHZ, 1-40 WATT WITH P.S. AND DUPLEXER. 2 YEAR WARRANTY. (LIST \$3300).	2548.00	12740.00
1	SM	MISC SALES ITEM SEE BELOW FOR DESCRIPTION	4850.00	4850.00
		HILLTOP INFRASTRUCTURE PACKAGE: INCLUDES FILTERING, DUPLEXER & COMBINER PORT.		
100	SM	MISC SALES ITEM SEE BELOW FOR DESCRIPTION	3.75	375.00
		FSJ4-50BHELIX® Superflexible Foam Coaxial Cable, corrugated copper, 1/2 in,		
1	LABOR - FCC LIC MOD	FCC LICENSE MODIFICATION	685.00	685.00
		Modifies existing FCC license and adds another repeater to existing Hilltop license.		
1	LABOR - FIELD	LABOR - FIELD RATE	1450.00	1450.00
		Includes installation and configuration of 1 new repeater in digital operation and utilizing existing hilltop infrastructure.		
4	RAP450	ANTENNA KIT UHF REPEATER / BASE / BDA	345.00	1380.00
4	481002	SHELF BRUSHED ALUMINUM 19" X 10" (SB596519103AAL)	95.00	380.00
4	64830	(ISOBAR4) AC SURGE SUPPRESSOR	95.00	380.00
1	LABOR - FREQUENCY	FREQUENCY SEARCH SURVEY	685.00	685.00
4	LABOR - FIELD	LABOR - FIELD RATE	950.00	3800.00
		This is approximated estimate for cost of installation of the 4 additional repeaters.		
1	LABOR -FCC NEW LICENSE	FCC LICENSE 10 YEAR	1155.00	1155.00

Accepted By: (X) \_\_\_\_\_

Date: \_\_\_\_\_



I agree to the terms and conditions set forth in this proposal. A 20% Cancellation Charge will apply to canceled orders. In addition, in accordance with the Telephone Consumer Protection Act, SJM Industrial Radio has permission to send fax communications to my company at the fax number listed above. (\*\*Some restrictions may apply.)



# Quote

Qty	Model	Description	Unit Price	Total
		Includes 4 new repeater channels...at various campus locations. This is in addition to the modification listed above.		
1	LABOR - PROG15	LABOR PROGRAMMING	760.00	760.00
		Includes reprogramming all digital capable existing radios campus wide for new programming list.		

<b>Terms:</b> NET 30 <b>Purchase Order:</b> PENDING <b>Est. Delivery:</b> 06/26/2015 <b>Ship Via:</b> SJM <b>Sales Contact:</b> Earl Martin x207 <b>Proposal Valid For:</b> 08/28/2015	<table border="1"> <tr> <td><b>Equipment:</b></td> <td>\$70,265.00</td> </tr> <tr> <td><b>Discount:</b></td> <td>\$4,800.00</td> </tr> <tr> <td><b>Labor:</b></td> <td>\$8,535.00</td> </tr> <tr> <td><b>Shipping &amp; Handling:</b></td> <td></td> </tr> <tr> <td><b>Sales Tax:</b></td> <td>\$6,323.85</td> </tr> <tr> <td><b>TOTAL:</b></td> <td><b>\$80,323.85</b></td> </tr> </table>	<b>Equipment:</b>	\$70,265.00	<b>Discount:</b>	\$4,800.00	<b>Labor:</b>	\$8,535.00	<b>Shipping &amp; Handling:</b>		<b>Sales Tax:</b>	\$6,323.85	<b>TOTAL:</b>	<b>\$80,323.85</b>
<b>Equipment:</b>	\$70,265.00												
<b>Discount:</b>	\$4,800.00												
<b>Labor:</b>	\$8,535.00												
<b>Shipping &amp; Handling:</b>													
<b>Sales Tax:</b>	\$6,323.85												
<b>TOTAL:</b>	<b>\$80,323.85</b>												
<b>Best Equipment. Best Service. Best Deal.</b> <b>THIS IS NOT AN INVOICE</b>													

Accepted By: (X) \_\_\_\_\_

Date: \_\_\_\_\_



I agree to the terms and conditions set forth in this proposal. A 20% Cancellation Charge will apply to canceled orders. In addition, in accordance with the Telephone Consumer Protection Act, SJM Industrial Radio has permission to send fax communications to my company at the fax number listed above. (\*\*Some restrictions may apply.)

**BOARD REPORT**

**6/23/15**

**9.9**

**9.9 Approval of Chromebook Purchase from CDW-G Pursuant to the CAL-Save Program**

At this time we need to approve the purchase of chromebooks from CDW-G through the use of the CAL-Save purchasing program.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the purchase of chromebooks from CDW-G.

**Moved by:**

**Seconded by:**

**Vote:**



CDWG.com | 800.594.4239

OE400SPS

# SALES QUOTATION

QUOTE NO	ACCOUNT NO	DATE
1BK633D	3199692	5/22/2015

**BILL TO:**  
 CULVER CITY UNIFIED SCHOOL  
 DISTRICT  
 4034 IRVING PL

**SHIP TO:**  
 CCUSD  
 Attention To: ATTN:ROBERT QUINN  
 4034 IRVING PLACE

Accounts Payable  
 CULVER CITY , CA 90232-2810

CULVER CITY , CA 90232  
 Contact: ROBERT  
 QUINN 310.842.4220

Customer Phone #310.842.4220

Customer P.O. # 312 X 14CB QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
CHRIS ATRAJE 877.325.2820	UPS Freight LTL, Special Services	NET 30 Days-Govt/Ed	

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
312	3349092	HP 14 C2955U 16GB 4GB CHROME BLACK Mfg#: J2L41UA#ABA Contract: CalSAVE Technology Contract 523868	326.39	101,833.68
312	3577022	ACAD GOOGLE CHROME OS MGT LIC Mfg#: CROSSWDISEDU Contract: CalSAVE Technology Contract 523868	30.00	9,360.00
312	654809	Electronic distribution - NO MEDIA RECYCLING FEE 4" TO LESS THAN 15"  Contract: Standard Pricing Fee Applied to Item: 3349092	3.00	936.00
SUBTOTAL				112,129.68
FREIGHT				0.00
TAX				9,674.20

US Currency	
<b>TOTAL</b>	<b>121,803.88</b>

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 312.705.3476

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>  
 For more information, contact a CDW account manager.

**AGREEMENT  
INCORPORATING PIGGYBACK CONTRACT  
FOR TECHNOLOGY CATALOG**

This Agreement ("Agreement") is entered into between the **Culver City Unified School District** ("District") and **CDW Government LLC** ("CDW-G") (collectively referred to as "Parties") in order to incorporate a piggyback contract for technology catalog as follows:

**RECITALS**

WHEREAS, the District wishes to purchase certain computer equipment and accompanying accessories ("Equipment") from CDW-G in a cost-effective manner;

WHEREAS, the Monterey County Office of Education ("MCOE") issued a competitive Invitation to Bid # 523868 ("Invitation to Bid") for a comprehensive technology catalog, identified as Technology Catalog Bid # 523868, pursuant to Education Code sections 1276, 17597, 38110 and 38112 and Public Contract Code section 20111 et seq., as advertised in the Salinas Californian newspaper of general circulation, and which Invitation to Bid and the proof of publication for the Invitation to Bid are attached hereto as Exhibits "A" and "B" and incorporated herein by reference;

WHEREAS, MCOE awarded the contract to CDW-G based upon certain criteria as detailed in the Terms and Conditions of the Invitation to Bid, and MCOE and CDW-G entered into a Contract, defined at Section II.13 of the Invitation to Bid as the Contract Signature Page, Invitation to Bid, CDW-G's electronic bid responses, any published bid amendments, all electronic bid attachments, and any subsequent memoranda of understanding interpreting or clarifying the Contract, and which Contract, valid through December 31, 2014 unless extended as provided in Section XI.2 of the Invitation to Bid, is attached hereto as Exhibit "C" and incorporated herein by reference;

WHEREAS, pursuant to the terms of the Contract, at Section XI.2 of the Invitation to Bid, MCOE and CDW-G entered into the first Extension of Agreement, dated November 18 and 20, 2013, extending the Agreement period until December 31, 2014 and the second Extension of Agreement, dated November 13 and 19, 2014, extending the Agreement period until December 31, 2015, and which Extension of Agreement documents are attached hereto as Exhibit "D" and incorporated herein by reference;

WHEREAS, Section 20118 of the Public Contract Code provides that, notwithstanding Sections 20111 and 20112, the governing board of any school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize the lease or purchase of personal property directly from a vendor by contract, lease, requisition, or purchase order and make payment to the vendor under the same terms that are available to a public corporation or agency under an existing contract between the public corporation or agency and a vendor for the lease or purchase of the personal property;

WHEREAS, MCOE's Contract contains a "piggyback" provision permitting the District to utilize MCOE's Technology Catalog pursuant to the terms of the Contract and Section 20118 of the Public Contract Code;

WHEREAS, the District has determined that it is in its best interests to purchase the Equipment from CDW-G by piggybacking on MCOE's Contract; and

WHEREAS, CDW-G wishes to provide the District with the Equipment pursuant to the terms of the MCOE Contract.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein, and for other good and valuable consideration, the Parties have agreed and do agree as follows:

### **TERMS AND CONDITIONS**

1. The Equipment and sales price are identified in the Sales Quotation, dated May 22, 2015, and attached hereto as Exhibit "E" and incorporated herein by reference.
2. This Agreement fully incorporates by this reference the following documents:
  - 2.1. Invitation to Bid.
  - 2.2. Proof of publication for the Invitation to Bid.
  - 2.3. The MCOE Contract documentation, as defined in Section II.13 of the Invitation to Bid, including all of its provisions and documents incorporated therein by reference or operation of law.
    - 2.3.1. The Parties hereby acknowledge and agree that CDW-G shall comply with all applicable insurance requirements of the District and/or the MCOE Contract, and shall provide the District with copies of all required insurance documents, at the time CDW-G executes this Agreement, substituting "Culver City Unified School District" for MCOE in all insurance documents including the endorsement naming additional insureds.
  - 2.4. Extension of Agreements to the Contract.
3. To the extent any term or condition of this Agreement is inconsistent with the MCOE Contract, the MCOE Contract shall control, except for the delivery, payment, venue, or jurisdiction provisions in this Agreement which shall control over all other contradictory provisions.
4. The total not-to-exceed cost for the Equipment shall be One Hundred Twenty One Thousand Eight Hundred Three Dollars and Eighty Eight Cents (\$121,803.88) ("Total Cost"), which consists of the cost for the Equipment, taxes and freight, as identified in the Sales Quotation.
5. CDW-G hereby acknowledges and certifies that the Total Cost and prices indicated herein and in the referenced documents are the prices indicated and/or authorized by the MCOE Contract.
6. CDW-G shall deliver the Equipment according to the shipping method identified on the Sales Quotation.
7. The Parties acknowledge that each has fully discussed the contents of this Agreement with their chosen representatives and/or legal counsel and has had the benefit of legal counsel in negotiating and drafting the terms of this Agreement. Accordingly, this Agreement shall not be construed as having been drafted by one Party or the other.

8. This Agreement and the attachments hereto and the documents specifically incorporated into the Agreement by reference, constitute the entire Agreement between the District and CDW-G. No other promises, contracts, or statements between the Parties shall be binding unless made in writing and signed by all Parties hereto.

9. Each Party shall bear its own costs and attorneys' fees incurred or connected with the drafting and signing of this Agreement and the events leading up to this Agreement.

10. This Agreement and the rights and obligations of the Parties hereunder shall be construed and interpreted in accordance with the laws of the State of California. Any action or proceeding to enforce this Agreement shall be commenced and maintained in Los Angeles County, California. Notwithstanding any provision to the contrary, this venue and jurisdiction provision shall control over any contradictory provision in the MCOE Contract.

11. The Parties hereby agree to execute all such other documents and to take all such other action as may be reasonably necessary to affect the purposes of this Agreement.

12. This Agreement may be executed in several counterparts and shall be deemed legally effective at such time as counterparts thereof duly executed on behalf of all Parties have been furnished and delivered to the Parties themselves or the attorneys of the Parties to this Agreement. Signature of copies and facsimile versions of this Agreement shall have the same force and effect as signature of the original.

This Agreement is ACCEPTED AND AGREED by the Parties on the dates indicated below:

**District:**

**CDW-G:**

**Culver City Unified School District**

**CDW Government LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_, 2015

Dated: \_\_\_\_\_, 2015

**[Exhibits Attached on Following Pages.]**

Exhibit "A"

(Invitation to Bid # 523868)

*Always Low Prices!*



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## MONTEREY COUNTY OFFICE OF EDUCATION

Invitation to Bid # 523868

Technology Catalog Bid

Deadline, 10:30 a.m. Friday, March 25, 2011

### I. Bid Overview & Authorities

#### I.1 BID TITLE

Technology Catalog Bid

#### I.2 BID NUMBER

Invitation to Bid Number 523868

#### I.3 ORGANIZATION OF BID TERMS AND CONDITIONS

Section and paragraph headings are provided for description and ease of reference only. They are not intended to be binding or to be used in the interpretation of the Contract. Any hyperlinks shown will carry the reader to related material. This bid is organized under the following topical areas:

- I. [Bid Overview & Authorities](#)
- II. [Definitions](#)
- III. [Bidder Status & Qualifications](#)
- IV. [Bid Procedures and Instructions](#)
- V. [Specifications](#)
- VI. [Pricing](#)
- VII. [Ordering, Shipping and Delivery](#)
- VIII. [Evaluation and Awards](#)
- IX. [Fees](#)
- X. [Post-Award Requirements](#)
- XI. [Contract Length & Termination Rights](#)
- XII. [Other Terms and Conditions](#)
- XIII. [Code Citations](#)

#### I.4 BID SCOPE

The Monterey County Office of Education is seeking bids for use of a comprehensive technology catalog for one-stop shopping by the Monterey County Office of Education and other eligible California agencies.

The right to purchase from the Contract will be made available to all public school districts, K-12 private schools, charter schools, and other public agencies as allowed by law.

#### I.5 AGENCY ISSUING INVITATION FOR BID AND THE RESULTING CONTRACT

Monterey County Office of Education  
Superintendent of Schools  
901 Blanco Circle  
P.O. Box 8081  
Salinas, California 93912-0851



**I.6 CALSAVE PROGRAM**

The Monterey County Office of Education is issuing this bid in cooperation with the CalSAVE program, the purchasing cooperative founded by the Monterey County Office of Education and administered by the Epylon Corporation. CalSAVE serves all education agencies in California and other eligible buying agencies.

**I.7 BID DUE DATE**

The bid response is due no later than 10:30 a.m. Friday, March 25, 2011.

**I.8 METHOD OF SUBMISSION**

As authorized by Public Contract Code Section 20112, bids will be submitted electronically, and all responses **must be** completed through the electronic sealed bidding system described within these bid documents.

**I.9 CONTRACT TERM OF DURATION**

The length of term of the awarded Contract will be from the award date, through December 31, 2013, and may be extended as allowed by law in accordance with Sections XI.2 of these Terms and Conditions.

**I.10 ELIGIBLE BUYING AGENCIES**

This bid is being solicited for authorized buyers by the Monterey County Office of Education, lead agency under the authority of the California Public Contracts Code and Education Code, for school districts in California, as well as other eligible California purchasers, to be known collectively as LEAs.

Examples of eligible agencies include, not only all California County Offices of Education and California public school districts, but also California joint powers authorities related to education, cities and counties, charter schools, non-public schools, private schools, agency staff, foundations and parent-teacher organizations buying on behalf of their beneficiaries, and any new schools, school districts, or charter schools established during the term of the Contract.

To be absolutely clear and for further clarification, the electronic bid form contains an attachment partially listing as eligible buyers the specific and individual names of:

- Public school districts and education agencies
- Charter schools
- County Offices of Education
- Community Colleges

**I.11 PIGGYBACKABLE CLAUSE**

All public agencies are authorized by law to purchase off a contract awarded by an agency that has itself gone to bid, including all K-12 schools districts, special districts and JPAs serving education, pursuant to Public Contract Code Sections 20118 and 20652. Using these statutes, the Monterey County Office of Education (Agency) hereby declares its intent and authorization to make all contracts awarded under this Invitation to Bid "piggybackable" by other education agencies in the state. The Agency waives any right to receive payment from other California agencies making purchases off the awarded Contract, and those agencies will make payment directly to the Awarded Vendor. A partial, but not exclusive, list of eligible education agencies is listed as an attachment to the section and is titled "Partial List of Eligible Agencies.doc."

In any jurisdiction, where a County Office of Education, board, or other authority prohibits payments directly to a vendor, an LEA may petition the Monterey County Office of Education for special ordering and payment arrangements through the Monterey County Office of Education or its agents. In these unique cases, the Monterey County Office of Education reserves the right to charge an administrative fee to the LEAs to offset banking and administrative costs for this service.

**I.12 STANDARD SCHOOL SUPPLY & EQUIPMENT LIST AND COOPERATIVES**

Monterey County Office of Education declares that items and licenses under Contract as a result of this Invitation to Bid will qualify as items to be included within its Standard School Supply and Equipment List. Because many County Offices of Education have banded together to create both the EdBuy and the CalSAVE programs for the purpose of collectively creating both a Standard School Supply & Equipment List and cooperative contracts, the items solicited and awarded through this bid may also constitute a portion of an official Standard School Supply and Equipment List for other participating County Offices of Education and County Superintendents of Schools. Purchases by other County Offices of Education and LEAs may be

made, not only in accordance with Public Contracts Code 20118 and 20652, but also in accordance with Education Code 38110 and 38112 dealing with cooperatives and Standard School Supplies & Equipment.

#### **I.13 LEASE-BACK AUTHORITY ALLOWED BY LAW**

This Contract is for the purchase of the items covered by this Contract. However, another LEA may, exercise its authority under Education Code section 17597 or 81645 or other legal authority to sell and lease back any item owned by, or to be owned by it, pursuant to any Separate Contract. The awarded Vendor agrees to take any and all actions requested by any Other Agency that are necessary to effect any such transfer, by way of example only, accepting payment under the Separate Contract from any third party to whom any such transfer is made.

#### **1.14. LEASING AUTHORITY**

With Vendor approval, the right to use a product in the catalog for a defined period of time or a lease of a contracted item may be procured under this contract at bid rates.

## **II. Definitions**

[\[Click to Go Back to Beginning of Document\]](#)

#### **II.1 MONTEREY COUNTY OFFICE OF EDUCATION**

The terms "*Monterey County Office of Education*" and "*MCOE*" as used in this bid document shall be construed to include the Monterey County Office of Education, its employees, officers, and agents. The Monterey County Office of Education, located at 901 Blanco Circle, Salinas California, 93912, is administered by the elected county Superintendent of Schools and is a *bona fide* government agency, established by Article IX of the California Constitution and serving as an educational intermediate unit that operates its own schools and programs and that offers services to school districts.

#### **II.2 AGENCY**

The term "*Agency*" shall be construed to include the Monterey County Office of Education, its employees, officers, and agents.

#### **II.3 CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION**

The California County Superintendents Educational Services Association, also known as "*CCSESA*," located at 1121 L Street, Suite 510, Sacramento, CA 95814, is the association made up of California's 58 county superintendents of schools who come together to provide collective and cooperative services serving multiple County Offices of Education and California schools as a whole. CCSESA owns and administers the EdBuy purchasing cooperative and the CalSAVE purchasing cooperative.

#### **II.4 CALSAVE**

*CalSAVE* is the cooperative purchasing program founded by the Monterey County Office of Education and administered by the Epylon Corporation under contract with MCOE, in cooperation with the California County Superintendents Educational Services Association (CCSESA).

#### **II.5 EDBUY**

*EdBuy* is the cooperative purchasing program founded by California county superintendents of schools through the California County Superintendents Educational Services Association. EdBuy is administered under contract by the Epylon Corporation with the California County Superintendents Educational Services Association (CCSESA). The EdBuy program may help publicize this Contract.

#### **II.6 LEA**

The term "*LEAs*" shall be construed to mean Local Education Agencies -- all those agencies authorized by law to buy from this bid and resulting Contract and allowed to submit purchase orders to the Awarded Vendor in conformance with bid terms and conditions.

#### **II.7 EPYLON CORPORATION®**

Epylon Corporation, also referred to as "*Epylon*," is the private corporation located at 3675 Mt. Diablo Blvd., #110, Lafayette, CA 94549, that has been hired by the Monterey County Office of Education to administer the CalSAVE cooperative, to work with lead agencies and County Offices of Education to provide technology and services necessary for MCOE to issue bids and run the CalSAVE cooperative. The name *Epylon* is a registered trademark of the Epylon Corporation in the United States.

## **II.8 AEPA**

The Association of Education Purchasing Agencies is a meeting of government buying agencies, one agency from each respective state, that gathers together periodically to aggregate demand for products and to conduct simultaneous bids for their respective jurisdictions. While bidding may be conducted simultaneously, bids are independently advertised and awarded by each participating local government.

## **II.9 VENDOR**

The term "Vendor" is that firm, company, individual, business, partnership, joint venture corporation or other bidding entity which has completed the response to the Invitation to Bid and/or been awarded a Contract by the Agency. The contractor/Bidder is named as such in the Contract/bid documents and is referred to in generic terms as if the contractor/Bidder were of singular number and masculine or feminine gender.

## **II.10 BIDDER**

The term "Bidder" refers to that firm, company, individual, business, partnership, joint venture, corporation or other bidding entity which has registered on the Epylon<sup>®</sup> system to receive bids and has worked on or completed the response to the Invitation to Bid.

## **II.11 QUOTE SHEET**

The "Quote Sheet" is that electronic worksheet to be filled out by the Bidder with the officially bid discount(s) percentage or percentage mark-up(s) over cost necessary to calculate the effective price for all items under Contract. It is located in a worksheet tab in an Excel<sup>®</sup> spreadsheet file identified as "SKU Template."

## **II.12 BID RESPONSE WORKSHEET**

The "Bid Response Worksheet" is that worksheet that is to be filled out by the Bidder with line-items reflecting a large sampling of the effective prices after a bid discount or mark-up is applied. It is located in a worksheet tab in an Excel<sup>®</sup> spreadsheet file identified as "Technology Catalog Pricing Template."

## **II.13 CONTRACT**

References to the term "Contract," where not precisely referencing another specific third-party agreement, refers to the binding agreement entered into between MCOE and the Awarded Vendor as a result of a bid award by MCOE. The full "Contract" document consists of the Contract Signature Page, this Invitation to Bid, a Vendor's electronic bid responses, any published bid amendments, all electronic bid attachments, and subsequent any memoranda of understanding interpreting or clarifying the Contract.

## **II.14 AWARD DATE**

The award date is the date upon which MCOE signs a letter of award notice advising the Bidder of a successful bid or the contract granting authority to sell under the award from this solicitation.

# **III. BIDDER STATUS AND QUALIFICATIONS**

[\[Click to Go Back to Beginning of Document\]](#)

## **III.1 ANSWERING QUESTIONS ON THE BID FORM**

By answering questions in the Questions Section of the electronic bid form, Bidders help establish their qualifications as a vendor. In answering the questions, they must give satisfactory evidence that they:

- Maintain permanent places of business
- Have the capability to furnish the items offered satisfactorily and expeditiously
- Have provided satisfactory school customer sales support and service to all LEAs in California
- Have at least five years experience serving all LEAs in California
- Have current relationships with LEAs for verification of customer satisfaction
- Can demonstrate an active network or other acceptable method of service and support that will serve all LEAs.
- Are familiar with AEPA-initiated contracts and procedures

If a question within the bid form indicates that a response is mandatory, an answer must be provided, or else a Bidder cannot continue to save or submit the electronic bid form.

## **III.2 COMPANY EXPERIENCE**

To qualify as a Vendor, a Bidding company must have five years' direct K-12 public school experience in California executing other technology contracts.

### **III.3 STAFF EXPERIENCE**

Bidder must identify at least one person on staff who will be the dedicated leader in administering this bid and Contract. The identified person must have experience administering technology catalog bid.

### **III.4 PROOF OF PROGRAM VOLUME**

Because of the work associated with the large potential volume of this contract, Bidders, to qualify as a responsible Vendor, must have sold a minimum of \$5 million of product in California within the last 12 months from a technology catalog bid contract.

### **III.5 BIDDERS INTERESTED IN MORE THAN ONE BID**

No person, firm, or corporation shall be allowed to submit more than one response to this Invitation for Bids. A person, firm, or corporation may submit a sub-proposal to another Bidder and/or Bidders and also submit a bid in the name of his firm.

Companies who have multiple users on the Epylon system may receive multiple invitations to bid and have access to the same bid form. Only one representative from the bidding company may submit a bid. Any Epylon user that archives the Monterey County Office of Education bid form, declines the bid, or submits a bid, thereby prevents any other user from that same company from taking further action on this bid for his or her company.

### **III.6 DECLARATION OF NON-COLLUSION**

Assuring that prices are arrived at independently and without collusion is so important that this bid requires the Bidder to attest under the penalty of perjury that no collusion has taken place.

The Bidder must affirmatively answer "Yes" to the non-collusion Question 47 in the Question Section or else the bid may not be submitted to Agency. By answering "Yes" to the non-collusion question, the Bidder affirms the following:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, Bidder or potential Bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a Bidder or potential Bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this Contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) Neither he/she, the company, nor any of the company's affiliates, subsidiaries, officers, directors and employees are currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- (6) All representations are material and important, and will be relied on by the Monterey County Office of Education in awarding the Contract(s) for which this bid is submitted.
- (7) Any misstatement is and shall be treated as fraudulent concealment from Monterey County Office of Education of the true facts relating to the submission of bids for this Contract.

If a Bidder cannot answer yes to Question 48, he/she will not be able to complete the bid form and will not be able to submit a bid.

### **III.7 Fees in Non-Conforming Jurisdictions**

Notwithstanding Section III.4 no transaction fee is authorized to be charged to vendors for sales within any jurisdiction where prohibited by law or local-government policy. Instead, the cost of products, services, licenses and goods sold under this contract in such jurisdictions shall be the same as all for school districts in all other counties of California. However, any agency using this contract where Section III.4 fees are not permitted shall be required to pay an additional 1.75 percent fee for use of the contract, imposed by MCOE on the authority of Public Contract Code 20118, which allows MCOE to charge reasonable costs to the public corporation or agency for furnishing the services incidental to the purchase of items under contract.

### **III.8 SUSPENSION AND DEBARMENT**

The Bidder certifies, for itself and all its designated partners, that neither the Bidder, nor any designated partners are under suspension or debarment by the LEA or any other governmental entity, instrumentality, or authority and, if the Bidder cannot so certify, then it agrees to submit a written explanation as an attachment to this bid form of why such certification cannot be made. A Bidder must verify its suspension or debarment status in the Question Section of the bid form.

### **III.9 ABILITY TO FOLLOW DIRECTIONS**

The Bidder's ability to follow the bid preparation instructions set forth in this solicitation will also be considered to be an indicator of the Bidder's ability to follow instructions should they receive an award as a result of this solicitation. Any contract between the Agency and a vendor requires the delivery of information and data. The quality of organization and writing reflected in the proposal will be considered to be an indication of the quality of organization and writing which would be prevalent if a contract was awarded. As a result, a bid may be rejected if directions are not followed.

### **III.10 HISTORICALLY UNDER-UTILIZED BUSINESSES (HUBS)**

Some eligible LEAs may have policies, programs or goals related to contracts with businesses owned by minorities, women or disabled veterans. Although the bid will not be evaluated on whether a Bidder is a historically under utilized business, Agency can make other LEAs aware of a Vendor's HUB status. Accordingly, the Agency requests any women-owned, minority-owned or disabled-veteran-owned business to volunteer their status as such so that it can be made known to interested LEAs. A HUB may identify itself in its answers in the Question Section. No preference is given in bid evaluation to HUBs, and no penalty is applied for not answering the question.

## **IV. Bid Procedures and Instructions**

**[Click to Go Back to Beginning of Document]**

### **IV.1. BID DUE DATE**

The bid is due no later than 10:30 A.M. Friday, March 25, 2011. It is the Bidder's sole responsibility to ensure that its bid is received prior to the scheduled date and time for receipt of bids.

### **IV.2 PRUDENCE AND FORETHOUGHT IN SUBMISSION**

It is in the best interests of Bidders to submit their bids well enough in advance to avoid any hindrances out of the control of Monterey County Office of Education, CalSAVE, the Bidder, or Epylon. Such hindrances could include extremely heavy Internet traffic, disruptions in phone lines, busy circuits, unexpected computer outages or weather-related obstacles. Agency assumes no responsibility for hindrances out of its control. It admonishes Bidders to submit early to identify problems and to avoid any possibility their bids may be late.

### **IV. 3 BID SUBMISSION ADDRESSES**

Bids will be sent through each Bidder's electronic account accessed at [www.epylon.com](http://www.epylon.com). Bidders must have registered and obtained accounts on the Epylon system to bid. After opening and completing the bid form, a Bidder who clicks on the "Submit" button officially sends its bid to the Monterey County Office of Education and delivers the bid to the MCOE in-box. MCOE will not be able to open or view the bid until the bid opening date and time.

### **IV.4 BID OPENING**

At 10:30 a.m. Friday, March 25, 2011, the sealed bids will be opened electronically on a computer.

### **IV.5 PRELIMINARY REGISTRATION PROCEDURES FOR ELECTRONIC BIDDING**

- 1) If not already registered, companies that want to bid must register as an Epylon supplier by clicking on the Supplier Registration button at the top of the page at [www.epylon.com](http://www.epylon.com).

- 2) When registering, new suppliers interested in the bid should select the category of "Information Technology, Broadcasting and Telecommunications" to ensure they will receive the Monterey County Office of Education bid form and all future bids related to software and technology.
- 3) Once registered and logged in at [www.epylon.com](http://www.epylon.com), click the e-Bid tab, view the in-box to see the Monterey County Office of Education bid form ready to be opened.
- 4) For assistance, or if not seeing the bid form, call the Eylon Customer Service Number at (888) 211-7438

#### **IV.6 ON-LINE BIDDING**

The general procedures for completing the electronic bid form are as follows:

- 1) Review the product line name and description of the catalog(s) to be bid.
- 2) Download the attached spreadsheet template found in attachment section titled "Catalog Bid Pricing." There will be two worksheet tabs in the spreadsheet to fill out.
- 3) The first worksheet requires you to enter the percent discount you are offering as your bid or the percent mark-up over cost. This discount or mark-up percentage can be variable by category of products within the catalog.
- 4) The second worksheet requires you to price actual products by indicating the discount or markup percentage and the list or cost price. The Excel<sup>®</sup> software will automatically calculate the effective unit price.
- 5) Save the file; name it the product line or catalog being bid.
- 6) Upload the file alongside the appropriate product line by clicking the white box to the left of Product Line Specifications column.
- 7) Click "Browse" to locate the template on your hard drive.
- 8) Click "Open," then click "Attach File" to upload template to bid form.
- 9) Designate the uploaded spreadsheet as the pricing template by clicking in the small white box next to the name of the template, then clicking the red "Identify SKU Attachment" button located at the bottom of the Product Line Specification section. This has the effect of distinguishing your pricing from any other attachment you choose to upload. A red asterisk will appear next to your file.
- 10) Click the white box in Bid Column for the product line category being bid to signify you are bidding for a specific product line.
- 11) Answer all questions listed in the Question Section. You can add attachments to answers as necessary.
- 12) Provide a handwritten signature to the Contract Signature page. Scan it, and attach it as a PDF file to the bid form as requested in the Question Section.
- 13) Click on "Save as Draft" at any time while working on the bid form.
- 14) When ready to submit, click Continue at bottom of first page.
- 15) Review your bid, making sure you are satisfied with your answers, attachments and pricing.
- 16) Click on the "Submit" button to send the sealed electronic bid to Monterey County Office of Education.

#### **IV.7 ELECTRONIC SIGNATURE**

In submitting this bid, the person named as the Bidder's representative on the electronic bid form declares the understanding that the use of his/her Username and Password constitute his/her electronic signature and that he/she is solely liable for full control and access to the password. Neither Agency nor Eylon have access to the User's password. By submitting this form, he/she declares that he/she has the authority to submit this bid to the Agency and to bind his/her company to the Terms and Conditions, final pricing, statements and all commitments submitted to Agency.

As permitted by federal and state laws, Bidder will submit electronic sealed bids signed with his/her electronic signature, using the Eylon eCommerce system. Bidder's use of his/her User Name and Password, linked to identifying registration information, constitute his/her electronic signature. By logging in, answering questions, completing the bid form and pushing the submit button, Bidder is signing a Contract.

To the best of his/her knowledge, Bidder attests to the following by submitting a bid:

- 1) Upon supplying verifiable registration information and user name, he/she was provided with a *computer-generated* password, also linked to his/her e-mail.
- 2) Neither Agency, nor Eylon, nor any other third party has any knowledge of or access to the computer-generated password.
- 3) The combination of user name, password, and e-mail address is unique to the Bidder.
- 4) The username-password-e-mail combination is under the sole control of the registered user.

- 5) The linked data – User Name, E-Mail and Password – cannot be changed except by the original registrant using his/her original electronic signature. Any attempt to change a combination of linked data locks out the user.
- 6) If necessary, the authenticity of any document and its accompanying signature can be verified by reviewing a successful log-in, then tracing the path from log-in and any action taken on any electronic form.

#### **IV.8 HOW TO GET HELP**

Technical questions on how to fill out the bid form, upload or download attachments or maintain your Epylon account can be directed to the Epylon customer service line at (888) 211-7438. Or questions can be e-mailed to [service@epylon.com](mailto:service@epylon.com).

#### **IV.9 BID CONTENT QUESTIONS**

Questions on bid content, policy or interpretation must be submitted by e-mail to Ted Witt, agent for MCOE, no later than 5 p.m. Tuesday, March, 2015. The address is [ted@calsave.org](mailto:ted@calsave.org). Answers and responses will be posted on the electronic bid form for all bidders to see prior to the bid deadline.

#### **IV.10 MODIFICATIONS**

Changes in or additions to the bid form, recapitulations of the service bid upon, alternative proposals, or any other modification of the bid form from the electronic submission or other documents in this bid that are not specifically called for by Monterey County Office of Education may result in rejection of the bid as not being responsive. No oral or telephonic modification of any bid submitted will be considered. Bids or modifications received by facsimile (fax) will not be accepted.

#### **IV.11 EXAMINATION OF BID AND CONTRACT DOCUMENTS**

Bidders shall thoroughly examine and be familiar with the bid documents and specifications. The failure or omission of any Bidder to receive or examine any bid document, form, instrument, addendum, electronic attachment or other documents, shall in no way relieve any Bidder from any obligation with respect to his bid or to the Contract. The submission of the bid shall be taken as *prima facie* evidence of compliance with this section. All addenda issued during the time of bidding shall be incorporated into the bid automatically. A Bidder should review the External Notes section of the bid form for any notice of bid amendments or bid changes.

#### **IV.12 WITHDRAWAL OF BID**

After reviewing a bid document and clicking on the "Submit" button, the electronic bid form is officially submitted to the Agency. If a Bidder wants to withdraw his or her bid, he or she may do so by clicking the "Retract" button within the Epylon software any time prior to the bid deadline.

### **V. Specifications**

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#### **V.1 QUANTITIES**

This is an indefinite quantity bid for which there shall be no limit to the number of orders placed, in any quantity, by MCOE, or any participating public agency, for the term of the Contract, at the prices resulting from award of an Agreement.

#### **V.2 CATALOG TYPE**

This Invitation to Bid seeks pricing on all available products contained within a commercially available technology catalog. Products deemed ineligible by the manufacturer to be sold to education agencies in California may be excluded. The catalog must contain a minimum of 50,000 items as described on the attached pricing sheet. However, any items on the pricing sheet which have been discontinued by the manufacturer by be excluded from the contract and may be designated as "discontinued" in the list price column.

#### **V.3 STAFFING**

The awarded Vendor will execute and promote the contract within California. Minimally, a company must identify personnel that would carry out many of the administrative tasks for the Contract, including jobs to:

- Devote time to California sales
- Supervise sales, set sales goals, and be accountable for sales growth or under performance
- Deliver customer service phone support and have intimate familiarity with the Contract

- Deal with day-to-day Contract management issues including processing of reports and payment of fees
- Handle marketing, collateral materials, and web-site responsibilities
- Executive leadership and oversight of the Contract and project

The identification of personnel for these tasks must be details in response to questions in the Question section.

#### **V.4 PHONE SUPPORT**

A successful Bidder shall provide a California toll-free support phone number for LEAs using this Contract. The support number and customer service shall be provided for order placement, pricing reference, sales support, and general assistance. Bidders must describe their phone support plan in response to a question in the Question Section.

#### **V.5 NEWLY PUBLISHED OR NEWLY MANUFACTURED ITEMS**

Newly published software titles or newly manufactured items introduced by manufacturers during the course of this Contract may be added to the Contract at the same discount pricing structure – or more favorable structure – to MCOE as those discounts or prices for similar categories of products.

### **VI. Pricing**

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#### **VI.1 FORMULA PRICING**

By bidding, Bidder commits to formula pricing in one of the following manners:

- A) The formal bid of a fixed percentage discount off a specified price list within identified product categories.
- B) The formal bid of a fixed percentage mark-up over cost from a specified cost-basis within identified product categories.

When applied to the identified price list or cost basis, the respective discount(s) or mark-up(s) shall create an effective price, which is the price to be paid by Agency and all participating LEAs. Effective prices will be used in the determination who is the low Bidder for price in the evaluation process. Vendors will be bound to the fixed discount(s) or cost mark-up for the term of the Contract and all extensions, but the published prices contained within the specified catalog may change as catalog prices or cost bases change.

Depending on the method of a Bidder's bid, Contract prices will always be either:

- A) List price minus the discount, rounded to the nearest whole cent or
- B) Cost plus mark-up, rounded to the nearest whole cent.

If bidding by discount off list, Bidder must ensure that the specified catalog for each quoted discount exists and continues to be published for the term of the contract and all extensions, so that effective pricing can be calculated and audited by MCOE at any time. However, MCOE will allow for new versions of a commercially available catalog to be published. Accordingly prices based on the bid formula would change to match the Vendor's new catalog, provided that the new catalog is commercially available to all schools districts throughout the United States.

If bidding by mark-up over cost, Bidder must ensure that ongoing documentation for the cost basis exists and continues to be available for the term of the Contract and all extensions, so that effective pricing can be calculated and audited by MCOE at any time.

Any manufacturers bidding with a catalog for products made by the manufacturer itself may not use the mark-up over cost method for pricing.

#### **VI.2 PREPARATION OF THE QUOTE SHEET**

Bidder must formally bid A) the discount(s) offered by specifying the discounts, or B) percentage mark-up over cost, on the Quote Sheet of the Excel bidding SKU Template, which is attached to the bid form.

Bidder must download the spreadsheet template, and on the Quote Sheet, identify the discounts or mark-ups to be offered, either by entire product line or by subcategory, alongside the name of the price list from



which the discount will be calculated. The Quote Sheet limits Bidders to thirty (30) categories of variable discounts or mark-ups. If thirty (30) lines are insufficient, subcategories with the same discount or mark-up percentage may be grouped together or another attachment can be provided.

### **VI.3 PREPARATION OF THE BID RESPONSE WORKSHEET**

On the Bid Response Worksheet, Bidder must price the products listed by providing the price before discount or mark-up, and the percentage discount bid or mark-up being bid. A set of representative product SKUs is listed.

The purpose of seeing individual products SKUs and effective pricing is to evaluate a Bidder's bid discount. Only the effective price can reveal the sufficiency or comparative value of the discount(s) or mark-ups being quoted.

The list of individual SKUs is for evaluation use only. MCOE's listing or omitting any SKU does not authorize or prevent that respective SKU from being offered under the Contract, because this bid seeks all products listed in a Vendor's commercially available catalog.

Once completed, the spreadsheet file must be electronically attached alongside the name of the corresponding product line being bid upon using Epylon hosted software.

If any product on the Bid Response Worksheet is discontinued, the Bidder may offer a substitute product of similar form and function and use the notes column to indicate the item is no longer in production.

### **VI.4 VOLUNTARY DISCOUNTS**

Agency reserves the right for itself, CALSAVE and all eligible LEAs to request voluntary price reductions or additional volume price reductions from the awarded Vendor. Granting an additional discount is at the sole discretion of the awarded Vendor. The LEA shall obtain a written quotation from the Awarded Vendor indicating the volume or voluntary discount pricing and stating that it is a CALSAVE Discount Price Quote. In no case, shall any line-item price charged be higher than the effective bid price.

### **VI.5 BENCHMARK PRICING**

The effective prices achieved by AEPA member agencies in 2010 and effective in 2011 for their primary technology catalog contract will be the benchmark for pricing under this bid. AEPA prices will be used as a benchmark to gauge the efficacy of pricing under this Invitation to Bid. MCOE reserves the right to reject, in its sole discretion, any and all bids that do not match or provide better effective prices than the existing formula pricing structure currently being used by other AEPA members.

## **VII. Ordering, Shipping and Delivery**

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### **VII.1 ORDERING**

Another LEA electing to use this Contract will enter into a separate contract ("Separate Contract") with the Awarded Vendor. This Separate Contract may be by means of a purchase order. By default, this Separate Contract includes and/or incorporates all applicable terms of this Contract and a specific requirement that the contractor/Vendor comply with the provisions set forth regarding payment of the two percent (2%) participation fee. MCOE will not be a party to any Separate Contract, but will be considered a third party beneficiary of such Separate Contract as to payment of that participation fee.

To obtain bid pricing, districts shall reference the applicable MCOE Agreement and list relevant product SKUs and product descriptions on an LEA purchase order. An LEA's submittal of a purchase order shall be deemed a commitment to purchase from the awarded Vendor.

### **VII.2 ACCEPTANCE OF PURCHASE ORDERS**

If an award is made, the Awarded Vendor may receive a Purchase Order to furnish the awarded item(s) in accordance with these Standard Purchase Order Terms and Conditions:

1) Any LEA may issue purchase orders against this agreement. These constitute the vendor's authority to make delivery. All purchase orders received by the Awarded Vendor up to and including the expiration date of the agreement are acceptable and must be shipped in accordance with the delivery time specified in the agreement.

2) As stated in Section IX.4, Awarded Vendors shall be required to pay the Transaction Fee for all purchases by entities made through the awarded Contract. This applies to all orders, regardless of the method used to submit the order, or the quantity or dollar amount of the order.

3) LEAs may order directly from the awarded Vendor by submitting a purchase order either by mail, by fax or by the Epylon eCommerce system.

4) Purchase Orders may be issued by LEAs to Awarded Vendors through Epylon accounts at [www.epylon.com](http://www.epylon.com). Any purchase orders submitted by Epylon eCommerce will arrive in the Vendor's Order inbox, accessed at [www.epylon.com](http://www.epylon.com) through a previously established login with a user name and password. Receipt of the electronic or facsimile transmission of the purchase order shall constitute receipt of an order.

### **VII.3 PAYMENT**

LEAs will order the items, receive the items from the Vendor and directly pay the Vendor upon receipt of invoices.

### **VII.4 INVOICING**

All invoices are to be sent directly to the purchasing LEA. LEAs will normally pay invoices within thirty (30) days of receipt of order, or in compliance with their board policy on bill payment. The Agency will encourage LEAs to arrange for prompt payment where possible and for payments of partial shipments.

The LEA shall put forth reasonable efforts to make payment by the required payment date. The required payment date is: (a) the date on which payment is due under the terms of the Purchase Order; or (b) thirty (30) days after a proper invoice actually is received at the "Bill To" address, and the Purchase Order items invoiced are received and accepted by the LEA. Payment may be delayed if the payment amount on an invoice is not based upon the price(s) as stated in the purchase order and the items actually received.

Payment should not be construed by the Vendor as acceptance of the items furnished by the Vendor. The LEA reserves the right to conduct further testing and inspection after payment, but within a reasonable time after delivery, and to reject the item(s) if such post payment testing or inspection discloses a defect or a failure to meet specifications.

### **VII.5 PURCHASE CARDS AT DISCRETION OF VENDOR**

At the discretion of the Vendor, LEAs may use a purchasing card or credit card to pay for the items purchased under the Purchase Order. In no case will the LEA(s) allow increases in prices to offset credit card fees paid by the Vendor or any other charges incurred by the Vendor, unless specifically stated in the terms of the Purchase Order.

### **VII.6 DELIVERY REQUIREMENTS**

Deliveries shall be delivered to the destination as specified on an individual purchase order.

### **VII.7 SHIPPING**

Orders must be shipped F.O.B. Destination, Freight Prepaid.

### **VII.8 DELIVERY TIMES**

Deliveries must be made within five working days of receipt of order, unless alternative arrangements have been made with an LEA.

### **VII.9 INSPECTION AND ACCEPTANCE**

All items provided under the Agreement shall meet or exceed the bid specifications and shall comply with all Federal and California State laws governing their production, handling, processing and labeling. Inspection and acceptance of all items shall be at destination. Items found to be defective or not in accordance with the bid specifications shall be replaced by the Bidder at no cost to MCOE or any participating public agency. Failure to replace said items shall be considered sufficient cause for default action under the DEFAULT provision of the Agreement.

## **VIII. Evaluation and Awards**

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### **VIII.1 AWARD OF BID/CONTRACT**

MCOE reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or the bidding, and to make its selection of awards based upon its best judgment as to which items and services substantially comply with the specifications, or which are most economical and/or best suited for the purpose for which they are intended.

#### **VIII.2 AWARD BY COMPLETE CATALOG ONLY**

MCOE intends to make an award for use of a single catalog. However, MCOE reserves the right to make a multiple award to the lowest priced, responsive, responsible bidders in the case where bidders' catalogs, compared to each other, have a 50 percent difference in the number of product lines and manufacturers offered. A notice of award will serve as evidence of an executed, binding agreement between MCOE and the Awarded Vendor to begin effective on the Award Date. A copy of the Contract Signature Page will be returned to the awarded Vendor and will be signed by MCOE.

#### **VIII.3 RESPONSIVE TEST**

Bids will be judged first on whether they are responsive. A bid will be considered responsive if:

- The electronic bid has been received on time
- All required questions have been answered completely
- All required attachments are present
- Discounts or markup have been identified on the Quote Sheet
- The Bid Response Worksheet contains pricing of line-item SKUs
- Bidders meets required experience
- The Bidder meets the Benchmark Pricing Test
- Terms and Conditions are accepted

#### **VIII.4 RESPONSIBLE TEST**

A Bidder will be considered responsible if he or she, in answering questions, meets requirements in Section III and shows the ability to execute the service component of the Contract, including proper and efficient execution of:

- A Marketing plan
- Staffing Plan
- Customer Service Plan

#### **VIII.5 BENCHMARK PRICE TEST**

MCOE may forego an award for this product line if a bid does not pass the Benchmark Pricing Test. The Benchmark Pricing Test shall be as follows: Bid pricing must meet or beat today's effective prices achieved under contracts awarded through AEPA's currently recommended award for a technology catalog bid.

#### **VIII.6 EFFECTIVE PRICE EVALUATION**

Where two or more Bidders have bid, the determination of lowest price shall be based on a comparison of each Bidder's effective discounted prices. Notwithstanding this evaluation, MCOE reserves the right to award, when applicable, in accordance with Education Code 1276.

#### **VIII.7 BIDS VALID FOR 90 DAYS**

All bids shall remain open and valid and subject to acceptance for ninety (90) days after the bid opening date.

### **IX. Fees & Costs**

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#### **IX.1 BID FEES**

There are no fees to submit a bid.

#### **IX.2 NO FEE FOR ELECTRONIC BIDDING**

There is no cost to register for or use the Epylon bidding system. Any legitimate company or Bidder may have access to the system for the purpose of bidding. The bidding process involves answering questions, selecting which product lines will be bid, adding necessary explanatory attachments in electronic form, and filling out a bid form with pricing.

#### **IX.3 BID COSTS**

Monterey County Office of Education will not pay the Bidder or agents for any costs incurred by the Bidder in the preparation, presentation, or demonstration of this bid.

#### **IX.4 TRANSACTION FEES**

Transaction Fees are the funding source for the operation of the CalSAVE cooperative purchasing program. Awarded Vendors shall be required to pay a Transaction Fee ("Transaction Fee") for all purchases by entities made through the awarded Contract. For the purpose of this bid through Monterey County Office of Education and all Contracts awarded using this document, the Transaction Fee shall be two percent (2%) of "Net Sales," which means gross sales less returns and cancelled orders within thirty (30) days, shipping and sales and other taxes (excluding taxes based on net income).

When a sale is made through the federal e-Rate program, the vendor transaction fee is due on 100 percent of the net sale, that is, the combined total of the amount paid by the local agency and the amount paid by the federal government's e-Rate program.

Transaction Fees will not be charged to or paid by the buyers themselves. Awarded Vendor or its designated authorized reseller(s) shall not include any additional amount corresponding to the Transaction Fees in the bid responses or awarded Contract prices. This applies to all orders, regardless of the method used to submit the order, or the quantity or dollar amount of the order. Epylon will collect the Transaction Fee on behalf of the CalSAVE program. By submitting a bid, an awarded Vendor:

- Verifies that it already has an Epylon Merchant agreement in force for California, or
- If not, it agrees to Epylon's Terms and Conditions for vendors in the Epylon Merchant Agreement, which is attached here to Section IV.4, and will be bound to the Epylon Merchant Agreement as a part of the Terms and Conditions of the Bid and Contract between the Awarded Vendor and Agency.

For clarification purposes, the Transaction Fee stated in here in Section IX.4 is the agreed-upon Epylon Marketing Fee contemplated by Section 7 of the Epylon Merchant Agreement, attached.

#### **IX.5 PAYMENT DATES AND PAYEE**

Based on required Vendor reports, the Awarded Vendor will make all Transaction Fee payments, at a minimum, on a quarterly basis, by the 15th of the succeeding month of the end of the quarter. All checks are to be made payable to the cooperative's program administrator, that is:

Epylon Corporation  
3675 Mt. Diablo Blvd. #110  
Lafayette, CA 94549.

CalSAVE will notify Awarded Vendor if there is any change of payee or payee address during the course of the Contract.

### **X. Post Award Requirements**

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#### **X.1 WEB SITE CONFIGURATION**

Each Bidder agrees that if they are awarded an Agreement under this bid, they will cooperate in the development of or access to a web site, linked to CalSAVE and its affiliate web sites, wherein Contract items will be visible to eligible LEAs, and whereby LEAs will be able to have sufficient information to create a purchase order to be submitted in accordance with ordering instructions contained in this bid document.

#### **X.2 PUNCHOUT**

It is Monterey County Office of Education's preference, but not a requirement, that the Awarded Vendor have a punchout and e-order relationship with Epylon for the electronic transmission of orders.

#### **X.3 SUBMISSION OF CATALOG ITEMS**

In order to satisfy local County Office of Education rules regarding a Standard School Supply and Equipment List, an awarded Vendor may be required to provide a full electronic spreadsheet listing, with prices, of all catalog items under Contract and to update the list quarterly.

#### **X.4 REPORTING**

Awarded Vendor will compile quarterly reports listing each purchase made by MCOE and other participating agencies or LEAs under this Contract. Reports must be sent by the 15th of the succeeding month after the end of the quarter as e-mail attachments to the CalSAVE program administrator. Addresses for the delivery of reports will be: [randolf@epylon.com](mailto:randolf@epylon.com). CalSAVE will notify Awarded Vendor if there is any change of e-mail addresses during the course of the Contract. Reports shall be provided in Microsoft® Excel format, shall have file names that identify the contractor/Vendor and the months being reported, shall include the fields listed below, and shall allow for sorting on any of these fields:

- Date of Order
- Name of Participating Agency or Buyer
- Manufacturer SKU number
- Vendor SKU Number
- Description of Item Purchased
- Quantity
- Unit Price
- Extended Price

#### **X.5 MARKETING**

Awarded Vendor will be responsible for carrying out a marketing plan as mutually agreed to by CalSAVE and Awarded Vendor. Any marketing plan submitted for consideration as part of this bid must minimally include a combination of mailings, phone solicitations, California trade show appearances, print advertising, and web site advertising. In addition to, or in concert with, marketing activities and plans described in a Bidder's bid submission, Vendor will:

- Include the approved CalSAVE logo, web address, and toll free number in print, electronic mail, and other advertising and promotion intended for release to California K-12 schools
- Ensure that the CalSAVE logo and associated CalSAVE information shall be of a clearly readable size and in appropriate proportion to other elements in the print material
- Provide CalSAVE with a copy of any advertisement or promotional material
- Provide CalSAVE with date of release and name of publication, journal, etc, wherein promotional materials will be published
- Place a CalSAVE vendor sign on booths, tables, etc. of any or all exhibits for which the Vendor displays/participates at California tradeshow conventions and the like
- Notify CalSAVE in advance of any scheduled exhibits where the Vendor intends to participate
- Make available at any of its California exhibits CalSAVE supplied brochures or other promotion materials
- Insert the approved CalSAVE logo, web address, toll free number on the Awarded Vendor's California education web site, promoting and providing a link to the CalSAVE website

## **XI. Contract Length and Termination Rights**

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#### **XI.1 TERM OF AGREEMENT**

The Agreement period is from the Award Date through December 31, 2013. Awards are valid throughout the Agreement period.

#### **XI.2 EXTENSIONS OF CONTRACT TERM**

MCOE at its sole discretion may elect to extend the term of this Contract for up to two (2) additional one- (1)-year periods.

MCOE shall give such notice to the contractor within sixty (60) days before December 31, 2013. If an extension is granted after the initial term, the extended term shall be from the January 1, 2014 to December 31, 2015.

To achieve a second extension, MCOE shall give such notice to the contractor within sixty (60) days before expiration of the extended term, which is December 31, 2015. If an extension is granted after the first extended term, the second extended term shall be from January 1, 2014 to December 31, 2016.

MCOE reserves the right the Award Vendor to offer month-to-month extensions for a period of up to six months, if legal or administrative circumstances so require.

#### **XI.3 DEFAULT**

In the event the Bidder to whom a Contract is awarded fails to perform in accordance with the terms and conditions of the bid or the Contract, MCOE may terminate this Contract and their orders, in whole or in part, in accordance with the TERMINATION FOR DEFAULT provision of this bid.

#### **XI.4 TERMINATION FOR DEFAULT**

MCOE may, by written Notice of Default to the successful Bidder, terminate the Contract issued in whole or in part if:

- A. The successful Bidder fails or neglects to perform any of the services listed herein in the manner and time specified, or if, in the opinion of the MCOE, the items(s) provided fail to perform satisfactorily;

OR

- B. The successful Bidder fails to perform any of the other provisions of the bid, Contract, or purchase order, and does not cure such failure within a period of ten (10) days (or such longer period as MCOE may authorize in writing) after receipt of notice from MCOE specifying such failure.

In the event MCOE terminates the Contract, in whole or in part, MCOE, or any participating public agency, may acquire goods, similar to those terminated, from another source and the successful Bidder shall be liable for any excess costs of acquisitions of such similar goods.

#### **XI.5 TERMINATION FOR CLOSURE, RE-ORGANIZATION**

MCOE does not guarantee that any or all services will be requested for the duration of the Contract period. MCOE reserve the right to cancel this Contract if MCOE ever faces closure or legislative reorganization.

#### **XI.6 BAIT AND SWITCH PROHIBITED**

MCOE reserves the right to terminate for default or to suspend this contract, if evidence shows that the awarded vendor has baited an LEA with marketing or with prices based on this contract, and then has advised the LEA to use another contract at a lower price to avoid payment of Transaction Fees.

## **XII. Other Terms and Conditions**

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#### **XII.1 EPYLON TERMS AND CONDITIONS**

Vendor will be bound to an Epylon Merchant Agreement, -- either an existing one a Vendor has in force with Epylon in California or, alternatively, the standard Merchant Agreement, which is attached.

#### **XII.2 ACCEPTANCE OF TERMS AND CONDITIONS**

Bidder must answer in response to the question in the Question Section whether he or she accepts MCOE's terms and conditions of this Invitation to Bid. A Bidder's failure to accept the terms and conditions or a Bidder notation of exceptions to any of MCOE's terms and conditions may result, in MCOE's sole discretion, a bid being deemed non-responsive.

#### **XII.3 FORCE MAJEURE**

Neither party will incur any liability to the other if its performance of any obligation pursuant to the Agreement or Purchase Order is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God or war, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, epidemics and quarantines, general strikes throughout the trade, and freight embargoes.

The Vendor shall notify the Agency (LEA) orally within five (5) business days and in writing within ten (10) business days of the date on which the Vendor becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall (i) describe fully such cause(s) and its effect on performance, (ii) state whether performance under the Agreement (Purchase Order) is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay, if the nature of the *force majeure* event does not prevent Vendor from reasonably making such estimation. The Vendor shall have the burden of proving that such cause(s) delayed or prevented its performance despite its diligent efforts to perform and shall produce within ten (10) business days of LEAs written request such supporting documentation as the Agency (LEA) may reasonably request.

After receipt of such notification, the LEA may elect either to cancel the Purchase Order or to extend the time for performance as reasonably necessary to compensate for the Vendor's delay.

In the event of a declared emergency by competent governmental authorities, the LEA by notice to the Vendor, may suspend all or a portion of the Purchase Order.

#### **XII.4 RIGHT TO WAIVE INFORMALITIES IN BIDDING**

The right is reserved to waive any informality in bids, to reject any or all bids, and to accept or reject any item or combination of items, as determined to be in the best interest of MCOE.

#### **XII.5 ASSIGNMENT OF THE CONTRACT**

The Contract awarded under this bid shall not be assigned without the prior written approval of MCOE's chief business official or designated agent.

#### **XII.6 INDEMNIFICATION AND LIABILITY**

As it pertains to each LEA using this contract and the Awarded Vendor, each party ("indemnifying party") shall indemnify and hold harmless the other party ("indemnified party") for any damages or losses to the indemnified party arising from claims. "claims" are defined as (i) claims brought by a third party for death or personal injury to a third party, or (ii) damage to tangible personal property suffered or incurred by the indemnified party allegedly resulting from the grossly negligent or willful misconduct of the indemnifying party, its employees, agents, contractors, representatives or affiliates. However, notwithstanding the prior sentence, a claim for death or personal injury to a third party or damage to tangible personal property shall not be a claim if such claim or damage was caused in whole or in part by the actions of the indemnified party, its employees, agents, contractors or representatives. Claims also do not include any damages or liability excluded in this agreement. In addition, neither MCOE or Awarded Vendor will be liable, through indemnification or otherwise, for any loss, damage, expense, liability, action, suit or proceeding allegedly arising out of loss or damage to software or the data processed by such software or hardware, or loss of use of hardware. The obligation of the indemnifying party to indemnify and hold the indemnified party harmless is contingent upon the indemnified party providing the indemnifying party with (i) prompt written notice of and description of each claim, (ii) sole authority to defend or settle any such action, suit or proceeding, and (iii) all reasonable assistance in any such defense.

Neither MCOE nor the Awarded Vendor shall be liable for lost profits, loss of business or other consequential, special, indirect or punitive damages, even if advised of the possibility of such damages, or for any claim by any third party. The Awarded Vendor will not be held liable or responsible for any amount of damages in excess of the lesser of: (i) the dollar amount paid by any purchaser for the product(s) giving rise to the claim; or (ii) \$50,000.00.

#### **XII.7 PUBLIC RECORDS**

All documents received by MCOE, as a public agency, in connection with this bid are subject to the requirements of the California Public Records Act, Government Code 6250-6270. Bidder shall identify information contained in the bid, which the Bidder deems to be confidential or proprietary and wishes to be withheld from disclosure to others under the state Public Records Act. Note: A blanket statement that all contents of the bid are confidential or proprietary will not be honored by MCOE.

#### **XII.8 RIGHTS OF LEAS**

The rights and remedies of the LEA provided above shall not be exclusive and are in addition to any other rights and remedies provided by law and under the Contract.

#### **XII.9 GOVERNING LAW AND VENUE**

The laws of the State of California govern the Contract. Each and every provision of law and clause required by law to be included in the Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included. If through mistake or otherwise any such provision is not included, or is not currently included, then upon application of either party the Contract shall be physically amended to make such inclusion or correction. Venue for any litigation arising out of or related to the Contract shall be with either the Superior Court in and for the County of Monterey, State of California or the Federal District Court for the Northern District of California, San Jose Division.

#### **X.10 SEVERABILITY:**

The provisions of this contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the contract that may remain in effect without the invalid provision or application.

#### **XII.11 TERMINATION FOR NON-PAYMENT**

The Awarded Vendor understands and agrees that failure or refusal to comply with the provisions set forth in Section IX.4 and IX.5 regarding reports and the payment of the two percent 2% Transaction Fee in conjunction with any use of this Contract by MCOE or any other LEA is grounds for cancellation of the Contract as described in Sections XI.3 and XI.4

#### **XII.12 SALES TAX**

Award Vendors must be authorized to sell in California and must collect and remit all required sales taxes associated with sales to LEAs within California. Sales tax rates for LEAs are different for each agency, depending upon their location within a taxing jurisdiction. Proper collection must be made from each participating LEA.

#### **XII.13 LOCAL LEA COUNSEL**

Both the Awarded Vendor and any LEA using this Contract agree that the MCOE makes no representation that use of this Contract by any Other Agency is, in fact, authorized by law. In this regard, the MCOE suggests that, at a minimum, Awarded Vendor and LEAs consult with their own legal counsels before consummating a purchase under this Contract.

#### **XII.14 COPYRIGHT**

These bid documents and all attachments are copyrighted in 2011 by the Epylon Corporation and the Monterey County Office of Education (©2011, Epylon and Monterey County Office of Education).

### **XIII. Code Citations**

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#### **XIII.1 PUBLIC CONTRACT CODES**

**Public Contract Code 20112.** For the purpose of securing bids the governing board of a school district shall publish at least once a week for two weeks in some newspaper of general circulation published in the district, or if there is no such paper, then in some newspaper of general circulation, circulated in the county, and may post on the district's Web site or through an electronic portal, a notice calling for bids, stating the work to be done or materials or supplies to be furnished and the time when and the place and the Web site where bids will be opened. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid shall not be received after that time. The governing board of the district may accept a bid that was submitted either electronically or on paper.

**Public Contract Code 20118.** Notwithstanding Sections 20111 and 20112, the governing board of any school district without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by **contract**, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases. Upon receipt of any such personal property, provided the property complies with the specifications set forth in the contract, **lease**, requisition, or purchase order, the school district may draw a warrant in favor of the public corporation or agency for the amount of the approved invoice, including the reasonable costs to the public corporation or agency for furnishing the services incidental to the lease or purchase of the personal property.

**Public Contract Code 20652.** Notwithstanding any other provisions of Sections 81640 to 81654, inclusive, of the Education Code, or of Sections 20651 to 20659, inclusive, of this code, the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize by **contract**, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in



which the public corporation or agency is authorized by law to make the leases or purchases. Upon receipt of any such personal property, provided the property complies with the specifications set forth in the **contract**, lease, requisition, or purchase order, the community college district may draw a warrant in favor of the public corporation or agency for the amount of the approved invoice, including the reasonable costs to the public corporation or agency for furnishing the services incidental to the lease or purchase of the personal property.

### **XIII.2 EDUCATION CODES**

**Education Code 1276.** The county superintendent of schools may contract with an acceptable party who is one of the three lowest responsible bidders for the lease, purchase, or maintenance of electronic data-processing systems and for the lease, purchase, or maintenance of supporting software.

**Education Code 17597.** In addition to utilizing the procedures specified in Article 14 (commencing with Section 17545) of Chapter 4, any school district or any county board of **education** may, by direct sale or otherwise, sell to a purchaser any electronic data processing equipment, other major items of equipment, or any relocatable building owned by, or to be owned by, the school district or county board, if the purchaser agrees to lease the equipment or building back to the school district or county for use by the school district or county following the sale.

The approval by the governing board of the school district or of the county superintendent of schools of the sale and leaseback shall be given only if the governing board of the school district or the county superintendent of schools finds, by resolution, that the equipment is data processing equipment, another major item of equipment, or a relocatable building within the meaning of this section and that the sale and leaseback is the most economical means for providing the electronic data processing equipment, other major items of equipment, or relocatable building to the school district or county. For purposes of determining the area of existing adequate school construction under the Leroy F. Greene State School Building Lease-Purchase Law of 1976, any portable relocatable classroom acquired under this section and used for classroom purposes shall be considered owned by the district.

**Education Code 38110.** The county board of education shall on or before the first day of February of each year establish rules and regulations under which any school district in the county shall, except as provided in Section 40002, purchase standard school supplies and equipment through the county superintendent of schools, or when so directed by him or her, through a county purchasing agent.

When the county superintendent of schools purchases standard school supplies without directing their purchase through the county purchasing agent or other county, city, or school district agent or agency, he or she shall make such purchase from the lowest responsible bidder who shall give such security as the county superintendent of schools requires, or else reject all bids. For the purpose of securing bids, the county superintendent of schools shall publish at least once a week for two weeks in a newspaper of general circulation published in the county, a notice calling for bids stating where the list and specifications of standard school supplies and equipment to be furnished may be obtained and the time when, and the place where bids will be opened.

The county board of education shall list as standard school supplies and equipment such supplies and equipment as can be advantageously purchased in quantity. The list of standard school supplies shall be accompanied by a table of specifications giving the minimum grade, quality, substance, or other standard required for the purchase of each item listed.

The cost of advertising for bids and the cost of preparation of a table of specifications shall be paid from the county general fund. The provisions of this section shall not apply to counties of the first or second class containing no more than three districts with an average daily attendance of less than 2,500.

**Education Code 38112.** (a) Except as provided in subdivision (b), the governing board of any school district may purchase any necessary school supplies and equipment, including standard school supplies and equipment listed by the county board of education, in the manner provided in this chapter, or the governing board of any school district may purchase such supplies and equipment directly from the vendor. Such direct purchase may be as a single district or two or more districts acting as a cooperative.

(b) An elementary school district having an average daily attendance of less than 2,500 during the preceding fiscal year may purchase standard school supplies and equipment directly from a vendor only by means of a purchasing cooperative representing a total average daily attendance in excess of 2,500 and then only if the county superintendent of schools has on file a document certifying the school district's membership in such a cooperative.

**Education Code 81645.5.** In addition to utilizing the procedures specified in Article 9 (commencing with Section 81450) of Chapter 2, any community college district may, by direct sale or otherwise, sell to a purchaser any electronic data-processing equipment or other major items of equipment owned by, or to be owned by, the district, if the purchaser agrees to lease the equipment back to the district for use by the district following the sale.

The approval by the governing board of the district of the sale and leaseback shall be given only if the governing board finds, by resolution, that the equipment is data-processing equipment or another major item of equipment within the meaning of this section and that the sale and leaseback is the most economical means for providing electronic data-processing equipment or other major items of equipment to the district.

Exhibit "B"

(Proof of Publication for Invitation to Bid # 523868)

**Proof of Publication**  
(2015.5 C.C.P.)

**Salinas Newspapers, Inc.**  
123 W. Alisal St.  
Salinas, CA 93901  
831-754-4138/Fax: 831-754-7156

**State Of California ss:**  
**County of Monterey**

**Advertiser:** EPYLON CORP.  
3675 MT DIABLO BLVD STE 110  
LAFAYETTE, CA 94549

*Racquel Landolf*

**RE:** MONTEREY COUNTY OFFICE OF EDUCATION In  
Bid #523868

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I hereby certify that the attached advertisement appeared in said newspaper on the following dates:

**Newspaper: Salinas Californian**

3/11/2011 3/18/2011

I acknowledge that I am a principal clerk of the printer of said paper, which is published in the City of Salinas, County of Monterey, State of California. The Salinas Californian is printed and published daily, except Sunday and has been adjudged a newspaper of general circulation by the Superior Court of the County of Monterey, State of California. El Sol is printed and published weekly on Saturday and has been adjudged a newspaper of general circulation by the Superior Court of Monterey, State of California.

I certify (or declare) under penalty of perjury that the foregoing is true and correct. Executed on this 18 day of March, 2011 at Salinas, California.

C. Clark  
**Declarant**

Our Order # 0000174788  
Net Order Cost \$ 412.50

**MONTEREY COUNTY  
OFFICE OF EDUCATION**

Invitation to Bid # 523868  
Technology Catalog Bid

Deadline: 10:30 a.m.  
Friday March 25, 2011

Notice is hereby given that the Superintendent of Schools of the Monterey County Office of Education, hereinafter referred to as MCOE, will receive up to, but no later than 10:30 a.m. Friday, March 25, 2011, sealed bids for the award of a contract for a Technology Catalog bid.

The Monterey County Office of Education is seeking bids for use of a comprehensive technology catalog for one-stop shopping by the Monterey County Office of Education and other eligible California agencies. MCOE is cooperating with CalSave, a cooperative purchasing program, and intends that items authorized under this bid and contract be piggybackable for purchase by other agencies, throughout California, and that items under contract be part of a Standard School Supply and Equipment List as described in bid documents.

Bids will be submitted electronically. Interested suppliers must register at [www.epylon.com](http://www.epylon.com), if not already a member of the Epylon supplier network, to obtain bid documents and submit bids. There is no fee to register or to bid using the Epylon bid system. Each bid must conform and be responsive to the bid documents.

Electronic bids shall be opened publicly at 10:30 a.m. Friday, March 25, 2011, on a computer. Bid opening will consist of opening an electronic bid form publicly at the above stated time. MCOE reserves the right to reject all bids and/or to waive any irregularity in a bid.

No bidder may withdraw his bid for a period of ninety (90) days after the date set for opening of bids.

Garry P. Bouaïm  
Associate Superintendent  
Administration and Business Services  
Monterey County Office of Education  
March 11, 2011 11:17:18 AM

## **MONTEREY COUNTY OFFICE OF EDUCATION**

### **Invitation to Bid # 523868 Technology Catalog Bid**

**Deadline, 10:30 a.m. Friday March 25, 2011**

Notice is hereby given that the Superintendent of Schools of the Monterey County Office of Education, hereinafter referred to as MCOE, will receive up to, but no later than 10:30 a.m. Friday, March 25, 2011, sealed bids for the award of a contract for a Technology Catalog bid.

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Garry P. Bousum  
Associate Superintendent  
Administration and Business Services  
Monterey County Office of Education

Exhibit "C"

(Contract)

MONTEREY COUNTY OFFICE OF EDUCATION  
CALSAVE PURCHASING COOPERATIVE

# CONTRACT DOCUMENTATION

CDW-G  
TECHNOLOGY CATALOG BID  
#523868

901 BLANCO CIRCLE  
SALINAS, CA 93912

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## **Technology Catalog Bid # 523868 Executive Summary**

The Monterey County Superintendent of Schools has awarded a contract to CDW-G of Vernon Hills, Illinois, for products contained in a commercially available technology catalog. More than 100,000 items are available from the CDW-G catalog under this contract, and each item is priced according to a variable discount structure.

The contract was awarded based on a competitive, sealed bid conducted according to the procedures of the California Public Contract Code. The bid was advertised in the Salinas Californian a newspaper of general circulation in Monterey County for two consecutive weeks (March 11 and 18, 2011).

Awards were based on lowest effective prices among multiple competitors. Evaluation criteria are spelled out in Section VIII of the bid Terms and Conditions. The official award date – the date the contract was signed and awarded by the county Superintendent of schools – was April 1, 2011. The contract is good through an initial term that ends December 31, 2013, and may be extended as allowed by law and contract terms.

Piggybackable language is included in the contract to allow use of the contract by all eligible school districts -- if they find it in their best interest -- as well as community colleges, county offices of education, charter schools and other eligible California agencies as allowed under Sections 20118 and 20652 (and others) of the California Public Contract Code.

Piggybackable language can be found in Sections I.10, I.11, and I.12 of the bid terms and conditions. A bid attachment consisting of 38 pages lists by name those education agencies eligible to buy, including school districts and county offices of education. The omission of any agency or local government is not intended to preclude any unnamed school district or agency from buying.

As added protection, school districts in Monterey County may purchase items in the catalog under the authority of county's Standard School Supply and Equipment List and no "best interest" finding is necessary.

School districts within counties that have adopted Standard School Supply and Equipment rules and joint-powers agreements as part of the EdBuy/CalSave programs may buy under the authority of Education Code 38110 and 38112 without a "best interest" finding.

School districts that have filed a resolution of cooperative purchasing program membership in the EdBuy program may buy under the authorities of Education Code 38110 and 38112 without a "best interest" finding, if their resolution is on file with their county office of education.

CDW-G's contract manager for this contract is as follows:

Mark Ellis  
CDW-G  
Program Manager  
120 S. Riverside Plaza, Suite 700  
Chicago, Illinois 60606  
Phone: 877-489-8641

Email: [markeli@CDWG.com](mailto:markeli@CDWG.com)  
Fax: 312-705-8667

With regard to pricing, the percent discount for products in specific categories is fixed for the term of the contract. However, buyers should be cautious that bid pricing may change as catalog list prices change. The pricing attachment to this documentation is provided as evidence of the pricing submitted for bid evaluation purposes. Current prices may be different, but will be consistent with the bid's discount structure. Any school district that notes a deviation in pricing – where quoted or invoiced pricing is higher than the bid formula allows – should immediately contact CalSAVE so that the price can be adjusted and the vendor held accountable for the correct price. As a matter of course, CALSAVE samples sales to ensure districts are getting the bid price or lower.

Current pricing may be found by contacting CDW-G. Current pricing also may be found through a link through posted on [www.CalSave.org](http://www.CalSave.org).

**CONTRACT SIGNATURE PAGE**

**MONTEREY COUNTY OFFICE OF EDUCATION  
Invitation to Bid # 523868**

**Technology Catalog Bid**

1. Pursuant to and in compliance with Invitation for Bid #523868, its Terms and Conditions, and the other documents relating thereto, the undersigned Bidder, having familiarized himself with the terms of the bid and the conditions affecting the performance of the bid, hereby proposes and agrees to perform, within the time stipulated, everything required by this agreement at the service levels offered and at the discounts or mark-ups offered and any resulting effective prices herein set forth.
2. Awarded Vendor agrees to comply with the Monterey County Office of Education Terms and Conditions as written in the Invitation to Bid #523868 and as amended by CDW-G's bid response and attached as Exhibit A.
4. Bidder certifies, by affixing his/her signature below, that all of the products being offered or to be offered under this bid solicitation are legally valid licenses and products free of any copyright violation and that all items offered are in full compliance with specifications and Terms and Conditions of the Invitation to Bid and applicable California law.
5. It is understood that the Monterey County Office of Education reserves the right to reject this bid as specified in the Invitation to Bid and that the bid shall remain open and not be withdrawn for a period of ninety (90) days.
6. If awarded the bid by Monterey County Office of Education and by signing below, Bidder will be entering into an agreement with Monterey County Office of Education and obligating his/her company to this Contract and all Terms and Conditions of Invitation to Bid #523868.

**Bidder**

CDW Government LLC

2 Enterprise Dr Ste 404

Shelton, CT 06484

By: Tara K. Barbieri

Name: Tara K. Barbieri  
Director, Program Sales

Title: \_\_\_\_\_

Date: April 1, 2011

**MCOE**

Monterey County Office of Education

901 Blanco Circle

Salinas, California 93912-0851

By: Garry P. Bousum

Name: Garry P. Bousum  
Associate Superintendent  
Finance and Business Services

Title: \_\_\_\_\_

Date: 4-1-11

For Dr. Nancy Kotowski  
County Superintendent of Schools

Reviewed  
By: MF

**EXHIBIT A**  
**BID # 523868, TECHNOLOGY CATALOG ID**  
**ACCEPTED CHANGES TO BID TERMS AND CONDITIONS**

**VII.9 INSPECTION AND ACCEPTANCE**

**CDW•G Clarification:** CDW•G agrees that it shall comply with all **applicable** Federal and California State laws.

**X.5 MARKETING**

**CDW•G Additional Language:** If CalSave's logo, as provided by MCOE, infringes a copyright or trade secret, CalSave/MCOE will defend such claim at its expense and will pay any costs (including attorney fees) or damages incurred by the Awarded Vendor.

**XII.8 RIGHTS OF LEAs**

**CDW•G Alternative Language:** Unless otherwise agreed in this Contract, the rights and remedies of the LEA provided above shall not be exclusive and are in addition to any other rights and remedies provided by law and under the Contract.

**XII. 14 AWARDED VENDOR TERMS OF SALE**

**CDW•G New Provision:** The Awarded Vendor's Terms and Conditions of Product Sales located on the Awarded Vendor's website ([www.cdwg.com](http://www.cdwg.com)) are incorporated into this Contract. In case of conflict, the order of precedence is as follows: (1) the terms and conditions of MCOE stated in the RFP, (2) Epylon's terms and conditions, and (3) Awarded Vendor's online Terms and Conditions.

**Proof of Publication**  
(2015.5 C.C.P.)

**Salinas Newspapers, Inc.**  
123 W. Alisal St.  
Salinas, CA 93901  
831-754-4138/Fax: 831-754-7156

**State Of California ss:  
County of Monterey**

**Advertiser:** EPYLON CORP.  
3675 MT DIABLO BLVD STE 110  
LAFAYETTE, CA 94549

*Racquel Canaleby*

**RE:** MONTEREY COUNTY OFFICE OF EDUCATION In  
Bid #523868

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I hereby certify that the attached advertisement appeared in said newspaper on the following dates:

**Newspaper: Salinas Californian**

3/11/2011 3/18/2011

I acknowledge that I am a principal clerk of the printer of said paper, which is published in the City of Salinas, County of Monterey, State of California. The Salinas Californian is printed and published daily, except Sunday and has been adjudged a newspaper of general circulation by the Superior Court of the County of Monterey, State of California. El Sol is printed and published weekly on Saturday and has been adjudged a newspaper of general circulation by the Superior Court of Monterey, State of California.

I certify (or declare) under penalty of perjury that the foregoing is true and correct. Executed on this 18 day of March, 2011 at Salinas, California.

*C. Clark*

**Declarant**

Our Order # 0000174788  
Net Order Cost \$ 412.50

**MONTEREY COUNTY  
OFFICE OF EDUCATION**

Invitation to Bid # 523868  
Technology Catalog Bid

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No bidder may withdraw his bid for a period of ninety (90) days after the date set for opening of bids.

Garry P. Bousum  
Associate Superintendent  
Administration and Business Services  
Monterey County Office of Education  
March 17, 2011 174788

## **MONTEREY COUNTY OFFICE OF EDUCATION**

### **Invitation to Bid # 523868 Technology Catalog Bid**

**Deadline, 10:30 a.m. Friday March 25, 2011**

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Garry P. Bousum  
Associate Superintendent  
Administration and Business Services  
Monterey County Office of Education

*Always Low Prices!*



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**MONTEREY COUNTY OFFICE OF EDUCATION**  
**Invitation to Bid # 523868**  
**Technology Catalog Bid**  
Deadline, 10:30 a.m. Friday, March 25, 2011

**I. Bid Overview & Authorities**

**I.1 BID TITLE**

Technology Catalog Bid

**I.2 BID NUMBER**

Invitation to Bid Number 523868

**I.3 ORGANIZATION OF BID TERMS AND CONDITIONS**

Section and paragraph headings are provided for description and ease of reference only. They are not intended to be binding or to be used in the interpretation of the Contract. Any hyperlinks shown will carry the reader to related material. This bid is organized under the following topical areas:

- I. Bid Overview & Authorities
- II. Definitions
- III. Bidder Status & Qualifications
- IV. Bid Procedures and Instructions
- V. Specifications
- VI. Pricing
- VII. Ordering, Shipping and Delivery
- VIII. Evaluation and Awards
- IX. Fees
- X. Post-Award Requirements
- XI. Contract Length & Termination Rights
- XII. Other Terms and Conditions
- XIII. Code Citations

**I.4 BID SCOPE**

The Monterey County Office of Education is seeking bids for use of a comprehensive technology catalog for one-stop shopping by the Monterey County Office of Education and other eligible California agencies.

The right to purchase from the Contract will be made available to all public school districts, K-12 private schools, charter schools, and other public agencies as allowed by law.

**I.5 AGENCY ISSUING INVITATION FOR BID AND THE RESULTING CONTRACT**

Monterey County Office of Education  
Superintendent of Schools  
901 Blanco Circle  
P.O. Box 8081  
Salinas, California 93912-0851

**I.6 CALSAVE PROGRAM**

The Monterey County Office of Education is issuing this bid in cooperation with the CalSAVE program, the purchasing cooperative founded by the Monterey County Office of Education and administered by the Epylon Corporation. CalSAVE serves all education agencies in California and other eligible buying agencies.

**I.7 BID DUE DATE**

The bid response is due no later than 10:30 a.m. Friday, March 25, 2011.

**I.8 METHOD OF SUBMISSION**

As authorized by Public Contract Code Section 20112, bids will be submitted electronically, and all responses **must be** completed through the electronic sealed bidding system described within these bid documents.

**I.9 CONTRACT TERM OF DURATION**

The length of term of the awarded Contract will be from the award date, through December 31, 2013, and may be extended as allowed by law in accordance with Sections XI.2 of these Terms and Conditions.

**I.10 ELIGIBLE BUYING AGENCIES**

This bid is being solicited for authorized buyers by the Monterey County Office of Education, lead agency under the authority of the California Public Contracts Code and Education Code, for school districts in California, as well as other eligible California purchasers, to be known collectively as LEAs.

Examples of eligible agencies include, not only all California County Offices of Education and California public school districts, but also California joint powers authorities related to education, cities and counties, charter schools, non-public schools, private schools, agency staff, foundations and parent-teacher organizations buying on behalf of their beneficiaries, and any new schools, school districts, or charter schools established during the term of the Contract.

To be absolutely clear and for further clarification, the electronic bid form contains an attachment partially listing as eligible buyers the specific and individual names of:

- Public school districts and education agencies
- Charter schools
- County Offices of Education
- Community Colleges

**I.11 PIGGYBACKABLE CLAUSE**

All public agencies are authorized by law to purchase off a contract awarded by an agency that has itself gone to bid, including all K-12 schools districts, special districts and JPAs serving education, pursuant to Public Contract Code Sections 20118 and 20652. Using these statutes, the Monterey County Office of Education (Agency) hereby declares its intent and authorization to make all contracts awarded under this Invitation to Bid "piggybackable" by other education agencies in the state. The Agency waives any right to receive payment from other California agencies making purchases off the awarded Contract, and those agencies will make payment directly to the Awarded Vendor. A partial, but not exclusive, list of eligible education agencies is listed as an attachment to the section and is titled "Partial List of Eligible Agencies.doc."

In any jurisdiction, where a County Office of Education, board, or other authority prohibits payments directly to a vendor, an LEA may petition the Monterey County Office of Education for special ordering and payment arrangements through the Monterey County Office of Education or its agents. In these unique cases, the Monterey County Office of Education reserves the right to charge an administrative fee to the LEAs to offset banking and administrative costs for this service.

**I.12 STANDARD SCHOOL SUPPLY & EQUIPMENT LIST AND COOPERATIVES**

Monterey County Office of Education declares that items and licenses under Contract as a result of this Invitation to Bid will qualify as items to be included within its Standard School Supply and Equipment List. Because many County Offices of Education have banded together to create both the EdBuy and the CalSAVE programs for the purpose of collectively creating both a Standard School Supply & Equipment List and cooperative contracts, the items solicited and awarded through this bid may also constitute a portion of an official Standard School Supply and Equipment List for other participating County Offices of Education and County Superintendents of Schools. Purchases by other County Offices of Education and LEAs may be



made, not only in accordance with Public Contracts Code 20118 and 20652, but also in accordance with Education Code 38110 and 38112 dealing with cooperatives and Standard School Supplies & Equipment.

#### **1.13 LEASE-BACK AUTHORITY ALLOWED BY LAW**

This Contract is for the purchase of the items covered by this Contract. However, another LEA may, exercise its authority under Education Code section 17597 or 81645 or other legal authority to sell and lease back any item owned by, or to be owned by it, pursuant to any Separate Contract. The awarded Vendor agrees to take any and all actions requested by any Other Agency that are necessary to effect any such transfer, by way of example only, accepting payment under the Separate Contract from any third party to whom any such transfer is made.

#### **1.14. LEASING AUTHORITY**

With Vendor approval, the right to use a product in the catalog for a defined period of time or a lease of a contracted item may be procured under this contract at bid rates.

## **II. Definitions**

[\[Click to Go Back to Beginning of Document\]](#)

### **II.1 MONTEREY COUNTY OFFICE OF EDUCATION**

The terms "*Monterey County Office of Education*" and "*MCOE*" as used in this bid document shall be construed to include the Monterey County Office of Education, its employees, officers, and agents. The Monterey County Office of Education, located at 901 Blanco Circle, Salinas California, 93912, is administered by the elected county Superintendent of Schools and is a *bona fide* government agency, established by Article IX of the California Constitution and serving as an educational intermediate unit that operates its own schools and programs and that offers services to school districts.

### **II.2 AGENCY**

The term "*Agency*" shall be construed to include the Monterey County Office of Education, its employees, officers, and agents.

### **II.3 CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION**

The California County Superintendents Educational Services Association, also known as "*CCSESA*," located at 1121 L Street, Suite 510, Sacramento, CA 95814, is the association made up of California's 58 county superintendents of schools who come together to provide collective and cooperative services serving multiple County Offices of Education and California schools as a whole. CCSESA owns and administers the EdBuy purchasing cooperative and the CalSAVE purchasing cooperative.

### **II.4 CALSAVE**

*CalSAVE* is the cooperative purchasing program founded by the Monterey County Office of Education and administered by the Epylon Corporation under contract with MCOE, in cooperation with the California County Superintendents Educational Services Association (CCSESA).

### **II.5 EDBUY**

*EdBuy* is the cooperative purchasing program founded by California county superintendents of schools through the California County Superintendents Educational Services Association. EdBuy is administered under contract by the Epylon Corporation with the California County Superintendents Educational Services Association (CCSESA). The EdBuy program may help publicize this Contract.

### **II.6 LEA**

The term "*LEAs*" shall be construed to mean Local Education Agencies – all those agencies authorized by law to buy from this bid and resulting Contract and allowed to submit purchase orders to the Awarded Vendor in conformance with bid terms and conditions.

### **II.7 EPYLON CORPORATION®**

Epylon Corporation, also referred to as "*Epylon*," is the private corporation located at 3675 Mt. Diablo Blvd., #110, Lafayette, CA 94549, that has been hired by the Monterey County Office of Education to administer the CalSAVE cooperative, to work with lead agencies and County Offices of Education to provide technology and services necessary for MCOE to issue bids and run the CalSAVE cooperative. The name *Epylon* is a registered trademark of the Epylon Corporation in the United States.

### **II.8 AEPA**

The Association of Education Purchasing Agencies is a meeting of government buying agencies, one agency from each respective state, that gathers together periodically to aggregate demand for products and to conduct simultaneous bids for their respective jurisdictions. While bidding may be conducted simultaneously, bids are independently advertised and awarded by each participating local government.

### **II.9 VENDOR**

The term "Vendor" is that firm, company, individual, business, partnership, joint venture corporation or other bidding entity which has completed the response to the Invitation to Bid and/or been awarded a Contract by the Agency. The contractor/Bidder is named as such in the Contract/bid documents and is referred to in generic terms as if the contractor/Bidder were of singular number and masculine or feminine gender.

### **II.10 BIDDER**

The term "Bidder" refers to that firm, company, individual, business, partnership, joint venture, corporation or other bidding entity which has registered on the Epylon<sup>®</sup> system to receive bids and has worked on or completed the response to the Invitation to Bid.

### **II.11 QUOTE SHEET**

The "Quote Sheet" is that electronic worksheet to be filled out by the Bidder with the officially bid discount(s) percentage or percentage mark-up(s) over cost necessary to calculate the effective price for all items under Contract. It is located in a worksheet tab in an Excel<sup>®</sup> spreadsheet file identified as "SKU Template."

### **II.12 BID RESPONSE WORKSHEET**

The "Bid Response Worksheet" is that worksheet that is to be filled out by the Bidder with line-items reflecting a large sampling of the effective prices after a bid discount or mark-up is applied. It is located in a worksheet tab in an Excel<sup>®</sup> spreadsheet file identified as "Technology Catalog Pricing Template."

### **II.13 CONTRACT**

References to the term "Contract," where not precisely referencing another specific third-party agreement, refers to the binding agreement entered into between MCOE and the Awarded Vendor as a result of a bid award by MCOE. The full "Contract" document consists of the Contract Signature Page, this Invitation to Bid, a Vendor's electronic bid responses, any published bid amendments, all electronic bid attachments, and subsequent any memoranda of understanding interpreting or clarifying the Contract.

### **II.14 AWARD DATE**

The award date is the date upon which MCOE signs a letter of award notice advising the Bidder of a successful bid or the contract granting authority to sell under the award from this solicitation.

## **III. BIDDER STATUS AND QUALIFICATIONS**

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### **III.1 ANSWERING QUESTIONS ON THE BID FORM**

By answering questions in the Questions Section of the electronic bid form, Bidders help establish their qualifications as a vendor. In answering the questions, they must give satisfactory evidence that they:

- Maintain permanent places of business
- Have the capability to furnish the items offered satisfactorily and expeditiously
- Have provided satisfactory school customer sales support and service to all LEAs in California
- Have at least five years experience serving all LEAs in California
- Have current relationships with LEAs for verification of customer satisfaction
- Can demonstrate an active network or other acceptable method of service and support that will serve all LEAs.
- Are familiar with AEPA-initiated contracts and procedures

If a question within the bid form indicates that a response is mandatory, an answer must be provided, or else a Bidder cannot continue to save or submit the electronic bid form.

### **III.2 COMPANY EXPERIENCE**

To qualify as a Vendor, a Bidding company must have five years' direct K-12 public school experience in California executing other technology contracts.

### **III.3 STAFF EXPERIENCE**

Bidder must identify at least one person on staff who will be the dedicated leader in administering this bid and Contract. The identified person must have experience administering technology catalog bid.

### **III.4 PROOF OF PROGRAM VOLUME**

Because of the work associated with the large potential volume of this contract, Bidders, to qualify as a responsible Vendor, must have sold a minimum of \$5 million of product in California within the last 12 months from a technology catalog bid contract.

### **III.5 BIDDERS INTERESTED IN MORE THAN ONE BID**

No person, firm, or corporation shall be allowed to submit more than one response to this Invitation for Bids. A person, firm, or corporation may submit a sub-proposal to another Bidder and/or Bidders and also submit a bid in the name of his firm.

Companies who have multiple users on the Epylon system may receive multiple invitations to bid and have access to the same bid form. Only one representative from the bidding company may submit a bid. Any Epylon user that archives the Monterey County Office of Education bid form, declines the bid, or submits a bid, thereby prevents any other user from that same company from taking further action on this bid for his or her company.

### **III.6 DECLARATION OF NON-COLLUSION**

Assuring that prices are arrived at independently and without collusion is so important that this bid requires the Bidder to attest under the penalty of perjury that no collusion has taken place.

The Bidder must affirmatively answer "Yes" to the non-collusion Question 47 in the Question Section or else the bid may not be submitted to Agency. By answering "Yes" to the non-collusion question, the Bidder affirms the following:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, Bidder or potential Bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a Bidder or potential Bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this Contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) Neither he/she, the company, nor any of the company's affiliates, subsidiaries, officers, directors and employees are currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- (6) All representations are material and important, and will be relied on by the Monterey County Office of Education in awarding the Contract(s) for which this bid is submitted.
- (7) Any misstatement is and shall be treated as fraudulent concealment from Monterey County Office of Education of the true facts relating to the submission of bids for this Contract.

If a Bidder cannot answer yes to Question 48, he/she will not be able to complete the bid form and will not be able to submit a bid.

### **III.7 Fees in Non-Conforming Jurisdictions**

Notwithstanding Section III.4 no transaction fee is authorized to be charged to vendors for sales within any jurisdiction where prohibited by law or local-government policy. Instead, the cost of products, services, licenses and goods sold under this contract in such jurisdictions shall be the same as all for school districts in all other counties of California. However, any agency using this contract where Section III.4 fees are not permitted shall be required to pay an additional 1.75 percent fee for use of the contract, imposed by MCOE on the authority of Public Contract Code 20118, which allows MCOE to charge reasonable costs to the public corporation or agency for furnishing the services incidental to the purchase of items under contract.

### **III.8 SUSPENSION AND DEBARMENT**

The Bidder certifies, for itself and all its designated partners, that neither the Bidder, nor any designated partners are under suspension or debarment by the LEA or any other governmental entity, instrumentality, or authority and, if the Bidder cannot so certify, then it agrees to submit a written explanation as an attachment to this bid form of why such certification cannot be made. A Bidder must verify its suspension or debarment status in the Question Section of the bid form.

### **III.9 ABILITY TO FOLLOW DIRECTIONS**

The Bidder's ability to follow the bid preparation instructions set forth in this solicitation will also be considered to be an indicator of the Bidder's ability to follow instructions should they receive an award as a result of this solicitation. Any contract between the Agency and a vendor requires the delivery of information and data. The quality of organization and writing reflected in the proposal will be considered to be an indication of the quality of organization and writing which would be prevalent if a contract was awarded. As a result, a bid may be rejected if directions are not followed.

### **III.10 HISTORICALLY UNDER-UTILIZED BUSINESSES (HUBS)**

Some eligible LEAs may have policies, programs or goals related to contracts with businesses owned by minorities, women or disabled veterans. Although the bid will not be evaluated on whether a Bidder is a historically under utilized business, Agency can make other LEAs aware of a Vendor's HUB status. Accordingly, the Agency requests any women-owned, minority-owned or disabled-veteran-owned business to volunteer their status as such so that it can be made known to interested LEAs. A HUB may identify itself in its answers in the Question Section. No preference is given in bid evaluation to HUBs, and no penalty is applied for not answering the question.

## **IV. Bid Procedures and Instructions**

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### **IV.1. BID DUE DATE**

The bid is due no later than 10:30 A.M. Friday, March 25, 2011. It is the Bidder's sole responsibility to ensure that its bid is received prior to the scheduled date and time for receipt of bids.

### **IV.2 PRUDENCE AND FORETHOUGHT IN SUBMISSION**

It is in the best interests of Bidders to submit their bids well enough in advance to avoid any hindrances out of the control of Monterey County Office of Education, CalSAVE, the Bidder, or Epylon. Such hindrances could include extremely heavy Internet traffic, disruptions in phone lines, busy circuits, unexpected computer outages or weather-related obstacles. Agency assumes no responsibility for hindrances out of its control. It admonishes Bidders to submit early to identify problems and to avoid any possibility their bids may be late.

### **IV. 3 BID SUBMISSION ADDRESSES**

Bids will be sent through each Bidder's electronic account accessed at [www.epylon.com](http://www.epylon.com). Bidders must have registered and obtained accounts on the Epylon system to bid. After opening and completing the bid form, a Bidder who clicks on the "Submit" button officially sends its bid to the Monterey County Office of Education and delivers the bid to the MCOE in-box. MCOE will not be able to open or view the bid until the bid opening date and time.

### **IV.4 BID OPENING**

At 10:30 a.m. Friday, March 25, 2011, the sealed bids will be opened electronically on a computer.

### **IV.5 PRELIMINARY REGISTRATION PROCEDURES FOR ELECTRONIC BIDDING**

- 1) If not already registered, companies that want to bid must register as an Epylon supplier by clicking on the Supplier Registration button at the top of the page at [www.epylon.com](http://www.epylon.com).

- 2) When registering, new suppliers interested in the bid should select the category of "Information Technology, Broadcasting and Telecommunications" to ensure they will receive the Monterey County Office of Education bid form and all future bids related to software and technology.
- 3) Once registered and logged in at [www.epylon.com](http://www.epylon.com), click the e-Bid tab, view the in-box to see the Monterey County Office of Education bid form ready to be opened.
- 4) For assistance, or if not seeing the bid form, call the Epylon Customer Service Number at (888) 211-7438

#### **IV.6 ON-LINE BIDDING**

The general procedures for completing the electronic bid form are as follows:

- 1) Review the product line name and description of the catalog(s) to be bid.
- 2) Download the attached spreadsheet template found in attachment section titled "Catalog Bid Pricing." There will be two worksheet tabs in the spreadsheet to fill out.
- 3) The first worksheet requires you to enter the percent discount you are offering as your bid or the percent mark-up over cost. This discount or mark-up percentage can be variable by category of products within the catalog.
- 4) The second worksheet requires you to price actual products by indicating the discount or markup percentage and the list or cost price. The Excel® software will automatically calculate the effective unit price.
- 5) Save the file; name it the product line or catalog being bid.
- 6) Upload the file alongside the appropriate product line by clicking the white box to the left of Product Line Specifications column.
- 7) Click "Browse" to locate the template on your hard drive.
- 8) Click "Open," then click "Attach File" to upload template to bid form.
- 9) Designate the uploaded spreadsheet as the pricing template by clicking in the small white box next to the name of the template, then clicking the red "Identify SKU Attachment" button located at the bottom of the Product Line Specification section. This has the effect of distinguishing your pricing from any other attachment you choose to upload. A red asterisk will appear next to your file.
- 10) Click the white box in Bid Column for the product line category being bid to signify you are bidding for a specific product line.
- 11) Answer all questions listed in the Question Section. You can add attachments to answers as necessary.
- 12) Provide a handwritten signature to the Contract Signature page. Scan it, and attach it as a PDF file to the bid form as requested in the Question Section.
- 13) Click on "Save as Draft" at any time while working on the bid form.
- 14) When ready to submit, click Continue at bottom of first page.
- 15) Review your bid, making sure you are satisfied with your answers, attachments and pricing.
- 16) Click on the "Submit" button to send the sealed electronic bid to Monterey County Office of Education.

#### **IV.7 ELECTRONIC SIGNATURE**

In submitting this bid, the person named as the Bidder's representative on the electronic bid form declares the understanding that the use of his/her Username and Password constitute his/her electronic signature and that he/she is solely liable for full control and access to the password. Neither Agency nor Epylon have access to the User's password. By submitting this form, he/she declares that he/she has the authority to submit this bid to the Agency and to bind his/her company to the Terms and Conditions, final pricing, statements and all commitments submitted to Agency.

As permitted by federal and state laws, Bidder will submit electronic sealed bids signed with his/her electronic signature, using the Epylon eCommerce system. Bidder's use of his/her User Name and Password, linked to identifying registration information, constitute his/her electronic signature. By logging in, answering questions, completing the bid form and pushing the submit button, Bidder is signing a Contract.

To the best of his/her knowledge, Bidder attests to the following by submitting a bid:

- 1) Upon supplying verifiable registration information and user name, he/she was provided with a *computer-generated* password, also linked to his/her e-mail.
- 2) Neither Agency, nor Epylon, nor any other third party has any knowledge of or access to the computer-generated password.
- 3) The combination of user name, password, and e-mail address is unique to the Bidder.
- 4) The username-password-e-mail combination is under the sole control of the registered user.

- 5) The linked data – User Name, E-Mail and Password – cannot be changed except by the original registrant using his/her original electronic signature. Any attempt to change a combination of linked data locks out the user.
- 6) If necessary, the authenticity of any document and its accompanying signature can be verified by reviewing a successful log-in, then tracing the path from log-in and any action taken on any electronic form.

#### **IV.8 HOW TO GET HELP**

Technical questions on how to fill out the bid form, upload or download attachments or maintain your Epylon account can be directed to the Epylon customer service line at (888) 211-7438. Or questions can be e-mailed to [service@epylon.com](mailto:service@epylon.com).

#### **IV.9 BID CONTENT QUESTIONS**

Questions on bid content, policy or interpretation must be submitted by e-mail to Ted Witt, agent for MCOE, no later than 5 p.m. Tuesday, March, 2015. The address is [ted@calsave.org](mailto:ted@calsave.org). Answers and responses will be posted on the electronic bid form for all bidders to see prior to the bid deadline.

#### **IV.10 MODIFICATIONS**

Changes in or additions to the bid form, recapitulations of the service bid upon, alternative proposals, or any other modification of the bid form from the electronic submission or other documents in this bid that are not specifically called for by Monterey County Office of Education may result in rejection of the bid as not being responsive. No oral or telephonic modification of any bid submitted will be considered. Bids or modifications received by facsimile (fax) will not be accepted.

#### **IV.11 EXAMINATION OF BID AND CONTRACT DOCUMENTS**

Bidders shall thoroughly examine and be familiar with the bid documents and specifications. The failure or omission of any Bidder to receive or examine any bid document, form, instrument, addendum, electronic attachment or other documents, shall in no way relieve any Bidder from any obligation with respect to his bid or to the Contract. The submission of the bid shall be taken as *prima facie* evidence of compliance with this section. All addenda issued during the time of bidding shall be incorporated into the bid automatically. A Bidder should review the External Notes section of the bid form for any notice of bid amendments or bid changes.

#### **IV.12 WITHDRAWAL OF BID**

After reviewing a bid document and clicking on the "Submit" button, the electronic bid form is officially submitted to the Agency. If a Bidder wants to withdraw his or her bid, he or she may do so by clicking the "Retract" button within the Epylon software any time prior to the bid deadline.

### **V. Specifications**

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#### **V.1 QUANTITIES**

This is an Indefinite quantity bid for which there shall be no limit to the number of orders placed, in any quantity, by MCOE, or any participating public agency, for the term of the Contract, at the prices resulting from award of an Agreement.

#### **V.2 CATALOG TYPE**

This Invitation to Bid seeks pricing on all available products contained within a commercially available technology catalog. Products deemed ineligible by the manufacturer to be sold to education agencies in California may be excluded. The catalog must contain a minimum of 50,000 items as described on the attached pricing sheet. However, any items on the pricing sheet which have been discontinued by the manufacturer by be excluded from the contract and may be designated as "discontinued" in the list price column.

#### **V.3 STAFFING**

The awarded Vendor will execute and promote the contract within California. Minimally, a company must identify personnel that would carry out many of the administrative tasks for the Contract, including jobs to:

- Devote time to California sales
- Supervise sales, set sales goals, and be accountable for sales growth or under performance
- Deliver customer service phone support and have intimate familiarity with the Contract

- Deal with day-to-day Contract management issues including processing of reports and payment of fees
- Handle marketing, collateral materials, and web-site responsibilities
- Executive leadership and oversight of the Contract and project

The identification of personnel for these tasks must be details in response to questions in the Question section.

#### **V.4 PHONE SUPPORT**

A successful Bidder shall provide a California toll-free support phone number for LEAs using this Contract. The support number and customer service shall be provided for order placement, pricing reference, sales support, and general assistance. Bidders must describe their phone support plan in response to a question in the Question Section.

#### **V.5 NEWLY PUBLISHED OR NEWLY MANUFACTURED ITEMS**

Newly published software titles or newly manufactured items introduced by manufacturers during the course of this Contract may be added to the Contract at the same discount pricing structure – or more favorable structure – to MCOE as those discounts or prices for similar categories of products.

## **VI. Pricing**

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### **VI.1 FORMULA PRICING**

By bidding, Bidder commits to formula pricing in one of the following manners:

- A) The formal bid of a fixed percentage discount off a specified price list within identified product categories.
- B) The formal bid of a fixed percentage mark-up over cost from a specified cost-basis within identified product categories.

When applied to the identified price list or cost basis, the respective discount(s) or mark-up(s) shall create an effective price, which is the price to be paid by Agency and all participating LEAs. Effective prices will be used in the determination who is the low Bidder for price in the evaluation process. Vendors will be bound to the fixed discount(s) or cost mark-up for the term of the Contract and all extensions, but the published prices contained within the specified catalog may change as catalog prices or cost bases change.

Depending on the method of a Bidder's bid, Contract prices will always be either:

- A) List price minus the discount, rounded to the nearest whole cent or
- B) Cost plus mark-up, rounded to the nearest whole cent.

If bidding by discount off list, Bidder must ensure that the specified catalog for each quoted discount exists and continues to be published for the term of the contract and all extensions, so that effective pricing can be calculated and audited by MCOE at any time. However, MCOE will allow for new versions of a commercially available catalog to be published. Accordingly prices based on the bid formula would change to match the Vendor's new catalog, provided that the new catalog is commercially available to all schools districts throughout the United States.

If bidding by mark-up over cost, Bidder must ensure that ongoing documentation for the cost basis exists and continues to be available for the term of the Contract and all extensions, so that effective pricing can be calculated and audited by MCOE at any time.

Any manufacturers bidding with a catalog for products made by the manufacturer itself may not use the mark-up over cost method for pricing.

### **VI.2 PREPARATION OF THE QUOTE SHEET**

Bidder must formally bid A) the discount(s) offered by specifying the discounts, or B) percentage mark-up over cost, on the Quote Sheet of the Excel bidding SKU Template, which is attached to the bid form.

Bidder must download the spreadsheet template, and on the Quote Sheet, identify the discounts or mark-ups to be offered, either by entire product line or by subcategory, alongside the name of the price list from

which the discount will be calculated. The Quote Sheet limits Bidders to thirty (30) categories of variable discounts or mark-ups. If thirty (30) lines are insufficient, subcategories with the same discount or mark-up percentage may be grouped together or another attachment can be provided.

### **VI.3 PREPARATION OF THE BID RESPONSE WORKSHEET**

On the Bid Response Worksheet, Bidder must price the products listed by providing the price before discount or mark-up, and the percentage discount bid or mark-up being bid. A set of representative product SKUs is listed.

The purpose of seeing individual products SKUs and effective pricing is to evaluate a Bidder's bid discount. Only the effective price can reveal the sufficiency or comparative value of the discount(s) or mark-ups being quoted.

The list of individual SKUs is for evaluation use only. MCOE's listing or omitting any SKU does not authorize or prevent that respective SKU from being offered under the Contract, because this bid seeks all products listed in a Vendor's commercially available catalog.

Once completed, the spreadsheet file must be electronically attached alongside the name of the corresponding product line being bid upon using Epylon hosted software.

If any product on the Bid Response Worksheet is discontinued, the Bidder may offer a substitute product of similar form and function and use the notes column to indicate the item is no longer in production.

### **VI.4 VOLUNTARY DISCOUNTS**

Agency reserves the right for itself, CALSAVE and all eligible LEAs to request voluntary price reductions or additional volume price reductions from the awarded Vendor. Granting an additional discount is at the sole discretion of the awarded Vendor. The LEA shall obtain a written quotation from the Awarded Vendor indicating the volume or voluntary discount pricing and stating that it is a CALSAVE Discount Price Quote. In no case, shall any line-item price charged be higher than the effective bid price.

### **VI.5 BENCHMARK PRICING**

The effective prices achieved by AEPA member agencies in 2010 and effective in 2011 for their primary technology catalog contract will be the benchmark for pricing under this bid. AEPA prices will be used as a benchmark to gauge the efficacy of pricing under this Invitation to Bid. MCOE reserves the right to reject, in its sole discretion, any and all bids that do not match or provide better effective prices than the existing formula pricing structure currently being used by other AEPA members.

## **VII. Ordering, Shipping and Delivery**

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### **VII.1 ORDERING**

Another LEA electing to use this Contract will enter into a separate contract ("Separate Contract") with the Awarded Vendor. This Separate Contract may be by means of a purchase order. By default, this Separate Contract includes and/or incorporates all applicable terms of this Contract and a specific requirement that the contractor/Vendor comply with the provisions set forth regarding payment of the two percent (2%) participation fee. MCOE will not be a party to any Separate Contract, but will be considered a third party beneficiary of such Separate Contract as to payment of that participation fee.

To obtain bid pricing, districts shall reference the applicable MCOE Agreement and list relevant product SKUs and product descriptions on an LEA purchase order. An LEA's submittal of a purchase order shall be deemed a commitment to purchase from the awarded Vendor.

### **VII.2 ACCEPTANCE OF PURCHASE ORDERS**

If an award is made, the Awarded Vendor may receive a Purchase Order to furnish the awarded item(s) in accordance with these Standard Purchase Order Terms and Conditions:

1) Any LEA may issue purchase orders against this agreement. These constitute the vendor's authority to make delivery. All purchase orders received by the Awarded Vendor up to and including the expiration date of the agreement are acceptable and must be shipped in accordance with the delivery time specified in the agreement.



2) As stated in Section IX.4, Awarded Vendors shall be required to pay the Transaction Fee for all purchases by entities made through the awarded Contract. This applies to all orders, regardless of the method used to submit the order, or the quantity or dollar amount of the order.

3) LEAs may order directly from the awarded Vendor by submitting a purchase order either by mail, by fax or by the Epylon eCommerce system.

4) Purchase Orders may be issued by LEAs to Awarded Vendors through Epylon accounts at [www.epylon.com](http://www.epylon.com). Any purchase orders submitted by Epylon eCommerce will arrive in the Vendor's Order inbox, accessed at [www.epylon.com](http://www.epylon.com) through a previously established login with a user name and password. Receipt of the electronic or facsimile transmission of the purchase order shall constitute receipt of an order.

### **VII.3 PAYMENT**

LEAs will order the items, receive the items from the Vendor and directly pay the Vendor upon receipt of invoices.

### **VII.4 INVOICING**

All invoices are to be sent directly to the purchasing LEA. LEAs will normally pay invoices within thirty (30) days of receipt of order, or in compliance with their board policy on bill payment. The Agency will encourage LEAs to arrange for prompt payment where possible and for payments of partial shipments.

The LEA shall put forth reasonable efforts to make payment by the required payment date. The required payment date is: (a) the date on which payment is due under the terms of the Purchase Order; or (b) thirty (30) days after a proper invoice actually is received at the "Bill To" address, and the Purchase Order items invoiced are received and accepted by the LEA. Payment may be delayed if the payment amount on an invoice is not based upon the price(s) as stated in the purchase order and the items actually received.

Payment should not be construed by the Vendor as acceptance of the items furnished by the Vendor. The LEA reserves the right to conduct further testing and inspection after payment, but within a reasonable time after delivery, and to reject the item(s) if such post payment testing or inspection discloses a defect or a failure to meet specifications.

### **VII.5 PURCHASE CARDS AT DISCRETION OF VENDOR**

At the discretion of the Vendor, LEAs may use a purchasing card or credit card to pay for the items purchased under the Purchase Order. In no case will the LEA(s) allow increases in prices to offset credit card fees paid by the Vendor or any other charges incurred by the Vendor, unless specifically stated in the terms of the Purchase Order.

### **VII.6 DELIVERY REQUIREMENTS**

Deliveries shall be delivered to the destination as specified on an individual purchase order.

### **VII.7 SHIPPING**

Orders must be shipped F.O.B. Destination, Freight Prepaid.

### **VII.8 DELIVERY TIMES**

Deliveries must be made within five working days of receipt of order, unless alternative arrangements have been made with an LEA.

### **VII.9 INSPECTION AND ACCEPTANCE**

All items provided under the Agreement shall meet or exceed the bid specifications and shall comply with all Federal and California State laws governing their production, handling, processing and labeling. Inspection and acceptance of all items shall be at destination. Items found to be defective or not in accordance with the bid specifications shall be replaced by the Bidder at no cost to MCOE or any participating public agency. Failure to replace said items shall be considered sufficient cause for default action under the DEFAULT provision of the Agreement.

## **VIII. Evaluation and Awards**

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### **VIII.1 AWARD OF BID/CONTRACT**

MCOE reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or the bidding, and to make its selection of awards based upon its best judgment as to which items and services substantially comply with the specifications, or which are most economical and/or best suited for the purpose for which they are intended.

#### **VIII.2 AWARD BY COMPLETE CATALOG ONLY**

MCOE intends to make an award for use of a single catalog. However, MCOE reserves the right to make a multiple award to the lowest priced, responsive, responsible bidders in the case where bidders' catalogs, compared to each other, have a 50 percent difference in the number of product lines and manufacturers offered. A notice of award will serve as evidence of an executed, binding agreement between MCOE and the Awarded Vendor to begin effective on the Award Date. A copy of the Contract Signature Page will be returned to the awarded Vendor and will be signed by MCOE.

#### **VIII.3 RESPONSIVE TEST**

Bids will be judged first on whether they are responsive. A bid will be considered responsive if:

- The electronic bid has been received on time
- All required questions have been answered completely
- All required attachments are present
- Discounts or markup have been identified on the Quote Sheet
- The Bid Response Worksheet contains pricing of line-item SKUs
- Bidders meets required experience
- The Bidder meets the Benchmark Pricing Test
- Terms and Conditions are accepted

#### **VIII.4 RESPONSIBLE TEST**

A Bidder will be considered responsible if he or she, in answering questions, meets requirements in Section III and shows the ability to execute the service component of the Contract, including proper and efficient execution of:

- A Marketing plan
- Staffing Plan
- Customer Service Plan

#### **VIII.5 BENCHMARK PRICE TEST**

MCOE may forego an award for this product line if a bid does not pass the Benchmark Pricing Test. The Benchmark Pricing Test shall be as follows: Bid pricing must meet or beat today's effective prices achieved under contracts awarded through AEPA's currently recommended award for a technology catalog bid.

#### **VIII.6 EFFECTIVE PRICE EVALUATION**

Where two or more Bidders have bid, the determination of lowest price shall be based on a comparison of each Bidder's effective discounted prices. Notwithstanding this evaluation, MCOE reserves the right to award, when applicable, in accordance with Education Code 1276.

#### **VIII.7 BIDS VALID FOR 90 DAYS**

All bids shall remain open and valid and subject to acceptance for ninety (90) days after the bid opening date.

### **IX. Fees & Costs**

[\[Click to Go Back to Beginning of Document\]](#)

#### **IX.1 BID FEES**

There are no fees to submit a bid.

#### **IX.2 NO FEE FOR ELECTRONIC BIDDING**

There is no cost to register for or use the Epylon bidding system. Any legitimate company or Bidder may have access to the system for the purpose of bidding. The bidding process involves answering questions, selecting which product lines will be bid, adding necessary explanatory attachments in electronic form, and filling out a bid form with pricing.

#### **IX.3 BID COSTS**

Monterey County Office of Education will not pay the Bidder or agents for any costs incurred by the Bidder in the preparation, presentation, or demonstration of this bid.

#### **IX.4 TRANSACTION FEES**

Transaction Fees are the funding source for the operation of the CalSAVE cooperative purchasing program. Awarded Vendors shall be required to pay a Transaction Fee ("Transaction Fee") for all purchases by entities made through the awarded Contract. For the purpose of this bid through Monterey County Office of Education and all Contracts awarded using this document, the Transaction Fee shall be two percent (2%) of "Net Sales," which means gross sales less returns and cancelled orders within thirty (30) days, shipping and sales and other taxes (excluding taxes based on net income).

When a sale is made through the federal e-Rate program, the vendor transaction fee is due on 100 percent of the net sale, that is, the combined total of the amount paid by the local agency and the amount paid by the federal government's e-Rate program.

Transaction Fees will not be charged to or paid by the buyers themselves. Awarded Vendor or its designated authorized reseller(s) shall not include any additional amount corresponding to the Transaction Fees in the bid responses or awarded Contract prices. This applies to all orders, regardless of the method used to submit the order, or the quantity or dollar amount of the order. Epylon will collect the Transaction Fee on behalf of the CalSAVE program. By submitting a bid, an awarded Vendor:

- Verifies that it already has an Epylon Merchant agreement in force for California, or
- If not, it agrees to Epylon's Terms and Conditions for vendors in the Epylon Merchant Agreement, which is attached here to Section IV.4, and will be bound to the Epylon Merchant Agreement as a part of the Terms and Conditions of the Bid and Contract between the Awarded Vendor and Agency.

For clarification purposes, the Transaction Fee stated in here in Section IX.4 is the agreed-upon Epylon Marketing Fee contemplated by Section 7 of the Epylon Merchant Agreement, attached.

#### **IX.5 PAYMENT DATES AND PAYEE**

Based on required Vendor reports, the Awarded Vendor will make all Transaction Fee payments, at a minimum, on a quarterly basis, by the 15th of the succeeding month of the end of the quarter. All checks are to be made payable to the cooperative's program administrator, that is:

Epylon Corporation  
3675 Mt. Diablo Blvd. #110  
Lafayette, CA 94549.

CalSAVE will notify Awarded Vendor if there is any change of payee or payee address during the course of the Contract.

### **X. Post Award Requirements**

[\[Click to Go Back to Beginning of Document\]](#)

#### **X.1 WEB SITE CONFIGURATION**

Each Bidder agrees that if they are awarded an Agreement under this bid, they will cooperate in the development of or access to a web site, linked to CalSAVE and its affiliate web sites, wherein Contract items will be visible to eligible LEAs, and whereby LEAs will be able to have sufficient information to create a purchase order to be submitted in accordance with ordering instructions contained in this bid document.

#### **X.2 PUNCHOUT**

It is Monterey County Office of Education's preference, but not a requirement, that the Awarded Vendor have a punchout and e-order relationship with Epylon for the electronic transmission of orders.

#### **X.3 SUBMISSION OF CATALOG ITEMS**

In order to satisfy local County Office of Education rules regarding a Standard School Supply and Equipment List, an awarded Vendor may be required to provide a full electronic spreadsheet listing, with prices, of all catalog items under Contract and to update the list quarterly.

#### **X.4 REPORTING**

Awarded Vendor will compile quarterly reports listing each purchase made by MCOE and other participating agencies or LEAs under this Contract. Reports must be sent by the 15th of the succeeding month after the end of the quarter as e-mail attachments to the CalSAVE program administrator. Addresses for the delivery of reports will be: [randolf@epylon.com](mailto:randolf@epylon.com). CalSAVE will notify Awarded Vendor if there is any change of e-mail addresses during the course of the Contract. Reports shall be provided in Microsoft® Excel format, shall have file names that identify the contractor/Vendor and the months being reported, shall include the fields listed below, and shall allow for sorting on any of these fields:

- Date of Order
- Name of Participating Agency or Buyer
- Manufacturer SKU number
- Vendor SKU Number
- Description of Item Purchased
- Quantity
- Unit Price
- Extended Price

#### **X.5 MARKETING**

Awarded Vendor will be responsible for carrying out a marketing plan as mutually agreed to by CalSAVE and Awarded Vendor. Any marketing plan submitted for consideration as part of this bid must minimally include a combination of mailings, phone solicitations, California trade show appearances, print advertising, and web site advertising. In addition to, or in concert with, marketing activities and plans described in a Bidder's bid submission, Vendor will:

- Include the approved CalSAVE logo, web address, and toll free number in print, electronic mail, and other advertising and promotion intended for release to California K-12 schools
- Ensure that the CalSAVE logo and associated CalSAVE information shall be of a clearly readable size and in appropriate proportion to other elements in the print material
- Provide CalSAVE with a copy of any advertisement or promotional material
- Provide CalSAVE with date of release and name of publication, journal, etc, wherein promotional materials will be published
- Place a CalSAVE vendor sign on booths, tables, etc. of any or all exhibits for which the Vendor displays/participates at California tradeshows conventions and the like
- Notify CalSAVE in advance of any scheduled exhibits where the Vendor intends to participate
- Make available at any of its California exhibits CalSAVE supplied brochures or other promotion materials
- Insert the approved CalSAVE logo, web address, toll free number on the Awarded Vendor's California education web site, promoting and providing a link to the CalSAVE website

## **XI. Contract Length and Termination Rights**

[\[Click to Go Back to Beginning of Document\]](#)

#### **XI.1 TERM OF AGREEMENT**

The Agreement period is from the Award Date through December 31, 2013. Awards are valid throughout the Agreement period.

#### **XI.2 EXTENSIONS OF CONTRACT TERM**

MCOE at its sole discretion may elect to extend the term of this Contract for up to two (2) additional one- (1)-year periods.

MCOE shall give such notice to the contractor within sixty (60) days before December 31, 2013. If an extension is granted after the initial term, the extended term shall be from the January 1, 2014 to December 31, 2015.

To achieve a second extension, MCOE shall give such notice to the contractor within sixty (60) days before expiration of the extended term, which is December 31, 2015. If an extension is granted after the first extended term, the second extended term shall be from January 1, 2014 to December 31, 2016.

MCOE reserves the right the Award Vendor to offer month-to-month extensions for a period of up to six months, if legal or administrative circumstances so require.

#### **XI.3 DEFAULT**

In the event the Bidder to whom a Contract is awarded fails to perform in accordance with the terms and conditions of the bid or the Contract, MCOE may terminate this Contract and their orders, in whole or in part, in accordance with the TERMINATION FOR DEFAULT provision of this bid.

#### **XI.4 TERMINATION FOR DEFAULT**

MCOE may, by written Notice of Default to the successful Bidder, terminate the Contract issued in whole or in part if:

- A. The successful Bidder fails or neglects to perform any of the services listed herein in the manner and time specified, or if, in the opinion of the MCOE, the items(s) provided fail to perform satisfactorily;

OR

- B. The successful Bidder fails to perform any of the other provisions of the bid, Contract, or purchase order, and does not cure such failure within a period of ten (10) days (or such longer period as MCOE may authorize in writing) after receipt of notice from MCOE specifying such failure.

In the event MCOE terminates the Contract, in whole or in part, MCOE, or any participating public agency, may acquire goods, similar to those terminated, from another source and the successful Bidder shall be liable for any excess costs of acquisitions of such similar goods.

#### **XI.5 TERMINATION FOR CLOSURE, RE-ORGANIZATION**

MCOE does not guarantee that any or all services will be requested for the duration of the Contract period. MCOE reserve the right to cancel this Contract if MCOE ever faces closure or legislative reorganization.

#### **XI.6 BAIT AND SWITCH PROHIBITED**

MCOE reserves the right to terminate for default or to suspend this contract, if evidence shows that the awarded vendor has baited an LEA with marketing or with prices based on this contract, and then has advised the LEA to use another contract at a lower price to avoid payment of Transaction Fees.

## **XII. Other Terms and Conditions**

[\[Click to Go Back to Beginning of Document\]](#)

#### **XII.1 EPYLON TERMS AND CONDITIONS**

Vendor will be bound to an Epylon Merchant Agreement, -- either an existing one a Vendor has in force with Epylon in California or, alternatively, the standard Merchant Agreement, which is attached.

#### **XII.2 ACCEPTANCE OF TERMS AND CONDITIONS**

Bidder must answer in response to the question in the Question Section whether he or she accepts MCOE's terms and conditions of this Invitation to Bid. A Bidder's failure to accept the terms and conditions or a Bidder notation of exceptions to any of MCOE's terms and conditions may result, in MCOE's sole discretion, a bid being deemed non-responsive.

#### **XII.3 FORCE MAJEURE**

Neither party will incur any liability to the other if its performance of any obligation pursuant to the Agreement or Purchase Order is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God or war, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, epidemics and quarantines, general strikes throughout the trade, and freight embargoes.

The Vendor shall notify the Agency (LEA) orally within five (5) business days and in writing within ten (10) business days of the date on which the Vendor becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall (i) describe fully such cause(s) and its effect on performance, (ii) state whether performance under the Agreement (Purchase Order) is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay, if the nature of the *force majeure* event does not prevent Vendor from reasonably making such estimation. The Vendor shall have the burden of proving that such cause(s) delayed or prevented its performance despite its diligent efforts to perform and shall produce within ten (10) business days of LEAs written request such supporting documentation as the Agency (LEA) may reasonably request.

After receipt of such notification, the LEA may elect either to cancel the Purchase Order or to extend the time for performance as reasonably necessary to compensate for the Vendor's delay.

In the event of a declared emergency by competent governmental authorities, the LEA by notice to the Vendor, may suspend all or a portion of the Purchase Order.

#### **XII.4 RIGHT TO WAIVE INFORMALITIES IN BIDDING**

The right is reserved to waive any informality in bids, to reject any or all bids, and to accept or reject any item or combination of items, as determined to be in the best interest of MCOE.

#### **XII.5 ASSIGNMENT OF THE CONTRACT**

The Contract awarded under this bid shall not be assigned without the prior written approval of MCOE's chief business official or designated agent.

#### **XII.6 INDEMNIFICATION AND LIABILITY**

As it pertains to each LEA using this contract and the Awarded Vendor, each party ("indemnifying party") shall indemnify and hold harmless the other party ("indemnified party") for any damages or losses to the indemnified party arising from claims. "claims" are defined as (i) claims brought by a third party for death or personal injury to a third party, or (ii) damage to tangible personal property suffered or incurred by the indemnified party allegedly resulting from the grossly negligent or willful misconduct of the indemnifying party, its employees, agents, contractors, representatives or affiliates. However, notwithstanding the prior sentence, a claim for death or personal injury to a third party or damage to tangible personal property shall not be a claim if such claim or damage was caused in whole or in part by the actions of the indemnified party, its employees, agents, contractors or representatives. Claims also do not include any damages or liability excluded in this agreement. In addition, neither MCOE or Awarded Vendor will be liable, through indemnification or otherwise, for any loss, damage, expense, liability, action, suit or proceeding allegedly arising out of loss or damage to software or the data processed by such software or hardware, or loss of use of hardware. The obligation of the indemnifying party to indemnify and hold the indemnified party harmless is contingent upon the indemnified party providing the indemnifying party with (i) prompt written notice of and description of each claim, (ii) sole authority to defend or settle any such action, suit or proceeding, and (iii) all reasonable assistance in any such defense.

Neither MCOE nor the Awarded Vendor shall be liable for lost profits, loss of business or other consequential, special, indirect or punitive damages, even if advised of the possibility of such damages, or for any claim by any third party. The Awarded Vendor will not be held liable or responsible for any amount of damages in excess of the lesser of: (i) the dollar amount paid by any purchaser for the product(s) giving rise to the claim; or (ii) \$50,000.00.

#### **XII.7 PUBLIC RECORDS**

All documents received by MCOE, as a public agency, in connection with this bid are subject to the requirements of the California Public Records Act, Government Code 6250-6270. Bidder shall identify information contained in the bid, which the Bidder deems to be confidential or proprietary and wishes to be withheld from disclosure to others under the state Public Records Act. Note: A blanket statement that all contents of the bid are confidential or proprietary will not be honored by MCOE.

#### **XII.8 RIGHTS OF LEAS**

The rights and remedies of the LEA provided above shall not be exclusive and are in addition to any other rights and remedies provided by law and under the Contract.

#### **XII.9 GOVERNING LAW AND VENUE**

The laws of the State of California govern the Contract. Each and every provision of law and clause required by law to be included in the Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included. If through mistake or otherwise any such provision is not included, or is not currently included, then upon application of either party the Contract shall be physically amended to make such inclusion or correction. Venue for any litigation arising out of or related to the Contract shall be with either the Superior Court in and for the County of Monterey, State of California or the Federal District Court for the Northern District of California, San Jose Division.

#### **X.10 SEVERABILITY:**

The provisions of this contract are severable to the extent that any provision or application held to be invalid shall not affect any other provision or application of the contract that may remain in effect without the invalid provision or application.

#### **XII.11 TERMINATION FOR NON-PAYMENT**

The Awarded Vendor understands and agrees that failure or refusal to comply with the provisions set forth in Section IX.4 and IX.5 regarding reports and the payment of the two percent 2% Transaction Fee in conjunction with any use of this Contract by MCOE or any other LEA is grounds for cancellation of the Contract as described in Sections XI.3 and XI.4

#### **XII.12 SALES TAX**

Award Vendors must be authorized to sell in California and must collect and remit all required sales taxes associated with sales to LEAs within California. Sales tax rates for LEAs are different for each agency, depending upon their location within a taxing jurisdiction. Proper collection must be made from each participating LEA.

#### **XII.13 LOCAL LEA COUNSEL**

Both the Awarded Vendor and any LEA using this Contract agree that the MCOE makes no representation that use of this Contract by any Other Agency is, in fact, authorized by law. In this regard, the MCOE suggests that, at a minimum, Awarded Vendor and LEAs consult with their own legal counsels before consummating a purchase under this Contract.

#### **XII.14 COPYRIGHT**

These bid documents and all attachments are copyrighted in 2011 by the Epsilon Corporation and the Monterey County Office of Education (©2011, Epsilon and Monterey County Office of Education).

### **XIII. Code Citations**

[\[Click to Go Back to Beginning of Document\]](#)

#### **XIII.1 PUBLIC CONTRACT CODES**

**Public Contract Code 20112.** For the purpose of securing bids the governing board of a school district shall publish at least once a week for two weeks in some newspaper of general circulation published in the district, or if there is no such paper, then in some newspaper of general circulation, circulated in the county, and may post on the district's Web site or through an electronic portal, a notice calling for bids, stating the work to be done or materials or supplies to be furnished and the time when and the place and the Web site where bids will be opened. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid shall not be received after that time. The governing board of the district may accept a bid that was submitted either electronically or on paper.

**Public Contract Code 20118.** Notwithstanding Sections 20111 and 20112, the governing board of any school district without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by **contract**, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases. Upon receipt of any such personal property, provided the property complies with the specifications set forth in the contract, **lease**, requisition, or purchase order, the school district may draw a warrant in favor of the public corporation or agency for the amount of the approved invoice, including the reasonable costs to the public corporation or agency for furnishing the services incidental to the lease or purchase of the personal property.

**Public Contract Code 20652.** Notwithstanding any other provisions of Sections 81640 to 81654, inclusive, of the Education Code, or of Sections 20651 to 20659, inclusive, of this code, the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize by **contract**, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in

which the public corporation or agency is authorized by law to make the leases or purchases. Upon receipt of any such personal property, provided the property complies with the specifications set forth in the **contract**, lease, requisition, or purchase order, the community college district may draw a warrant in favor of the public corporation or agency for the amount of the approved invoice, including the reasonable costs to the public corporation or agency for furnishing the services incidental to the lease or purchase of the personal property.

### **XIII.2 EDUCATION CODES**

**Education Code 1276.** The county superintendent of schools may contract with an acceptable party who is one of the three lowest responsible bidders for the lease, purchase, or maintenance of electronic data-processing systems and for the lease, purchase, or maintenance of supporting software.

**Education Code 17597.** In addition to utilizing the procedures specified in Article 14 (commencing with Section 17545) of Chapter 4, any school district or any county board of **education** may, by direct sale or otherwise, sell to a purchaser any electronic data processing equipment, other major items of equipment, or any relocatable building owned by, or to be owned by, the school district or county board, if the purchaser agrees to lease the equipment or building back to the school district or county for use by the school district or county following the sale.

The approval by the governing board of the school district or of the county superintendent of schools of the sale and leaseback shall be given only if the governing board of the school district or the county superintendent of schools finds, by resolution, that the equipment is data processing equipment, another major item of equipment, or a relocatable building within the meaning of this section and that the sale and leaseback is the most economical means for providing the electronic data processing equipment, other major items of equipment, or relocatable building to the school district or county. For purposes of determining the area of existing adequate school construction under the Leroy F. Greene State School Building Lease-Purchase Law of 1976, any portable relocatable classroom acquired under this section and used for classroom purposes shall be considered owned by the district.

**Education Code 38110.** The county board of education shall on or before the first day of February of each year establish rules and regulations under which any school district in the county shall, except as provided in Section 40002, purchase standard school supplies and equipment through the county superintendent of schools, or when so directed by him or her, through a county purchasing agent.

When the county superintendent of schools purchases standard school supplies without directing their purchase through the county purchasing agent or other county, city, or school district agent or agency, he or she shall make such purchase from the lowest responsible bidder who shall give such security as the county superintendent of schools requires, or else reject all bids. For the purpose of securing bids, the county superintendent of schools shall publish at least once a week for two weeks in a newspaper of general circulation published in the county, a notice calling for bids stating where the list and specifications of standard school supplies and equipment to be furnished may be obtained and the time when, and the place where bids will be opened.

The county board of education shall list as standard school supplies and equipment such supplies and equipment as can be advantageously purchased in quantity. The list of standard school supplies shall be accompanied by a table of specifications giving the minimum grade, quality, substance, or other standard required for the purchase of each item listed.

The cost of advertising for bids and the cost of preparation of a table of specifications shall be paid from the county general fund. The provisions of this section shall not apply to counties of the first or second class containing no more than three districts with an average daily attendance of less than 2,500.

**Education Code 38112.** (a) Except as provided in subdivision (b), the governing board of any school district may purchase any necessary school supplies and equipment, including standard school supplies and equipment listed by the county board of education, in the manner provided in this chapter, or the governing board of any school district may purchase such supplies and equipment directly from the vendor. Such direct purchase may be as a single district or two or more districts acting as a cooperative.

(b) An elementary school district having an average daily attendance of less than 2,500 during the preceding fiscal year may purchase standard school supplies and equipment directly from a vendor only by means of a purchasing cooperative representing a total average daily attendance in excess of 2,500 and then only if the county superintendent of schools has on file a document certifying the school district's membership in such a cooperative.



**Education Code 81645.5.** In addition to utilizing the procedures specified in Article 9 (commencing with Section 81450) of Chapter 2, any community college district may, by direct sale or otherwise, sell to a purchaser any electronic data-processing equipment or other major items of equipment owned by, or to be owned by, the district, if the purchaser agrees to lease the equipment back to the district for use by the district following the sale.

The approval by the governing board of the district of the sale and leaseback shall be given only if the governing board finds, by resolution, that the equipment is data-processing equipment or another major item of equipment within the meaning of this section and that the sale and leaseback is the most economical means for providing electronic data-processing equipment or other major items of equipment to the district.

Exhibit "D"

(Extension of Agreements)

**EXTENSION OF AGREEMENT**

Contract **EXTENSION AGREEMENT** made by and between

**CDW Government LLC (CDWG)**

And

**CalSAVE**

**MONTEREY COUNTY OFFICE OF EDUCATION (MCOE)**

901 Blanco Circle

Salinas CA 93901

(831) 756-0383 Fax (831) 784-4167

**RE: Bid # 523868, Technology Catalog Bid**

The parties' existing Agreement provides that the Agreement may be extended until **12/31/2014** upon mutual agreement. Upon the signature of an authorized officer or agent of the MCOE and of CDWG, the Agreement is hereby extended.

This extension shall be subject to the same Terms and Conditions as contained in the Original Bid and in Contract Number "**523868**" between Monterey County Office of Education and **CDWG**.

Authorized Signature \_\_\_\_\_

Date 11-20-13

Title \_\_\_\_\_

Agency: Monterey County Office of Education

Authorized Signature \_\_\_\_\_

Date 18 NOV 2013

Title Director, Program Sales

Typed Name Tara K. Barbieri

Contractor Name : CDWG

**Return (3) Signed Originals to:**

Epylon Corporation  
Attn: Ted Witt  
630 San Ramon Valley Blvd. #210  
Danville, CA 94526

Reviewed

By:

ME

**EXTENSION OF AGREEMENT**

Contract EXTENSION AGREEMENT made by and between  
CDW Government LLC (CDWG)

and

**CalSAVE**  
**MONTEREY COUNTY OFFICE OF EDUCATION (MCOE)**  
901 Blanco Circle  
Salinas CA 93901  
(831) 755-0383 Fax (831) 784-4167


RE: Bid # 523868, Technology Catalog Bid

The parties' existing Agreement provides that the Agreement may be extended until 12/31/15 upon mutual agreement.

Upon the signature of an authorized officer or agent of the MCOE and of CDWG, the Agreement is hereby extended.

This extension shall be subject to the same Terms and Conditions as contained in the Original Bid and In Contract Number, "523868" between Monterey County Office of Education and CDWG.

Authorized Signature  Date 11-19-14  
Title \_\_\_\_\_  
Agency Monterey County Office of Education

Authorized Signature  Date 11-13-14  
Title President, CDW Government  
Typed Name Christina V. Rother  
Contractor Name CDW Government LLC

Return (3) Signed Originals to:

Epsilon Corporation  
Attn: Racquel Landolf  
630 San Ramon Valley Blvd., Suite 210  
Danville, CA 94526

Exhibit "E"

(Sales Quotation)

9.10  
6/23/15

## BOARD REPORT

### 9.10 The Emergency Permit, Declaration of Need for Fully Qualified Educators

The State of California, Commission on Teacher Credentialing requests that we file a Declaration of Need before they will issue any emergency permits to our district. Emergency Permits are no longer available for regular teaching assignments. Should any out-of-state teachers be hired, they would need an emergency Crosscultural and Academic Language Development Certificate (CLAD) to allow them time to meet the California requirements.

Attached is the Emergency Permit Declaration of Need for Fully Qualified Educators.

Recommended Motion:        That the Emergency Permit Declaration of Need for Fully Qualified Educators be approved as presented to be effective July 1, 2015 through June 30, 2016.

Moved by:                      Seconded by:

Vote:



## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2015/2016  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Culver City Unified School District District CDS Code: 64444  
 Name of County: Los Angeles County CDS Code: 19

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 06 / 23 / 15 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2016.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Dave LaRose</u>		<u>Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>(310) 842-4326</u>	<u>(310) 842-4220, 4222</u>	
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>4034 Irving Place, Culver City, CA 90232</u>		
<small>Mailing Address</small>		
<u>davelarose@ccusd.org</u>		
<small>E-Mail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subject(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	4
<input checked="" type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	4
List target language(s) for bilingual authorization: _____	_____
<input type="checkbox"/> Resource Specialist	_____
<input type="checkbox"/> Teacher Librarian Services	_____
<input type="checkbox"/> Visiting Faculty Permit	_____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	2
Special Education	2
TOTAL	



**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 4

If yes, list each college or university with which you participate in an intern program.

California State University, Dominguez Hills, Northridge, National University, Loyola  
Marymount University, Pepperdine University, University of California, Los Angeles  
and Cal State Teach

If no, explain why you do not participate in an intern program.

\_\_\_\_\_  
\_\_\_\_\_

## BOARD REPORT

6/23/15

9.11

### 9.11 Approval of Office of Child Development 2015/2016 Contracts

All contracts with the Child Development Division must have Board approval as well as a signed and adopted resolution. Additionally the California Department of Education requires a signed Federal Certification regarding Lobbying; Debarment; Suspension and Drug –Free Workplace. Child Development services are provided for families according to the funding terms and conditions of each contract. Families pay a fee according to their income. These contracts assist approximately 425 income eligible families. The Office of Child Development submits the following contracts with the California Department of Education, Child Development for 2015/2016, for Board of Education approval.

**RECOMMENDED MOTION:** That the Board of Education resolve to enter into contracts CSPP-5164, and CCTR-5082 with the California Department of Education and that the Superintendent or Assistant Superintendent, Educational Services, be authorized to sign acceptance to the contracts for the period July 1, 2015 through June 30, 2016.

Moved by:

Seconded by:

Vote:



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 15 - 16**

DATE: July 01, 2015

CONTRACT NUMBER: CSPP-5164

PROGRAM TYPE: CALIFORNIA STATE  
PRESCHOOL PROGRAM

PROJECT NUMBER: 19-6444-00-5

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

CONTRACTOR'S NAME: CULVER CITY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC-610)\*; the STATE PRESCHOOL PROGRAM REQUIREMENTS\*; the FUNDING TERMS AND CONDITIONS (FT&C)\* and any subsequent changes to the FT&C\*, which are by this reference made a part of this Agreement.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2015 through June 30, 2016. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$36.10 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$1,197,968.00.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement 33,185.0  
Minimum Days of Operation (MDO) Requirement 243

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (\*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2015.asp>.

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING David LaRose, Superintendent				
TITLE Contracts, Purchasing and Conference Services		ADDRESS 4034 Irving Place, Culver City, CA 90232				
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 1,197,968	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE		Department of General Services use only		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached					
TOTAL AMOUNT ENCUMBERED TO DATE \$ 1,197,968	ITEM See Attached	CHAPTER	STATUTE			FISCAL YEAR
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.			
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE				

CONTRACTOR'S NAME: CULVER CITY UNIFIED SCHOOL DISTRICT

CONTRACT NUMBER: CSPP-5164

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 149,668	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6444	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 149,668	ITEM 30.10.020.001 6110-194-0890	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 82,343	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6444	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 82,343	ITEM 30.10.020.001 6110-194-0890	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 716,906	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23038-6444			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 716,906	ITEM 30.10.010. 6110-196-0001	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 249,051	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6444			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 249,051	ITEM 30.10.020.001 6110-194-0001	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.  SIGNATURE OF ACCOUNTING OFFICER	T.B.A. NO.	B.R. NO.
	DATE	

CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> <b>Culver City Unified School District</b>		<i>Federal ID Number</i> <b>95-6000973</b>
<i>By (Authorized Signature)</i>  		
<i>Printed Name and Title of Person Signing</i> <b>David LaRose, Superintendent</b>		
<i>Date Executed</i> <b>6/23/2015</b>	<i>Executed in the County of</i> <b>Los Angeles</b>	

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

**FEDERAL CERTIFICATIONS****CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

**1. LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency:

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

Check [ ] if there are workplaces on file that are not identified here.

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

The Office of Child Development

10800 Farragut Drive

Culver City, CA 90230

**DRUG-FREE WORKPLACE  
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

**ENVIRONMENTAL TOBACCO SMOKE ACT**

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACTOR) Culver City Unified School District	CONTRACT # CSPP-5164, CCTR-5082 & 19-6444-00-4
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE David LaRose, Superintendent	
SIGNATURE	DATE 6/23/2015



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 15 - 16**

DATE: July 01, 2015

CONTRACT NUMBER: CCTR-5082

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 19-6444-00-5

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** CULVER CITY UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION; the GENERAL TERMS AND CONDITIONS (GTC-610)\*; the GENERAL CHILD CARE AND DEVELOPMENT PROGRAM REQUIREMENTS\*; the FUNDING TERMS AND CONDITIONS (FT&C)\* and any subsequent changes to the FT&C\*, which are by this reference made a part of this Agreement.

Funding of this Agreement is contingent upon appropriation and availability of sufficient funds. This Agreement may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this Agreement.

The period of performance for this Agreement is July 01, 2015 through June 30, 2016. For satisfactory performance of the required services, the Contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$37.01 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$171,790.00.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement 4,642.0  
 Minimum Days of Operation (MDO) Requirement 243

Any provision of this Agreement found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this Agreement.

Items shown with an Asterisk (\*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. These documents can be viewed at <http://www.cde.ca.gov/fg/aa/cd/ftc2015.asp>

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>		
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)		
PRINTED NAME OF PERSON SIGNING Sueshil Chandra, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING David LaRose, Superintendent		
TITLE Contracts, Purchasing and Conference Services		ADDRESS 4034 Irving Place, Culver City, CA 90232		
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 171,790	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached	Department of General Services use only		
TOTAL AMOUNT ENCUMBERED TO DATE \$ 171,790	ITEM See Attached			CHAPTER
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702			
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE		



CONTRACTOR'S NAME: CULVER CITY UNIFIED SCHOOL DISTRICT

CONTRACT NUMBER: CCTR-5082

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 50,721	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6444	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 50,721	ITEM 30.10.020.001 6110-194-0890	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 27,905	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6444	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 27,905	ITEM 30.10.020.001 6110-194-0890	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 93,164	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6444			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 93,164	ITEM 30.10.020.001 6110-194-0001	CHAPTER B/A	STATUTE 2015	FISCAL YEAR 2015-2016
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above. SIGNATURE OF ACCOUNTING OFFICER	T.B.A. NO.	B.R. NO.
	DATE	

CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> <b>Culver City Unified School District</b>		<i>Federal ID Number</i> <b>95-6000973</b>
<i>By (Authorized Signature)</i>  		
<i>Printed Name and Title of Person Signing</i> <b>David LaRose, Superintendent</b>		
<i>Date Executed</i> <b>6/23/2015</b>	<i>Executed in the County of</i> <b>Los Angeles</b>	

**CONTRACTOR CERTIFICATION CLAUSES**

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

**FEDERAL CERTIFICATIONS****CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

**1. LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency:

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

Check [ ] if there are workplaces on file that are not identified here.

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

The Office of Child Development

10800 Farragut Drive

Culver City, CA 90230

**DRUG-FREE WORKPLACE  
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

**ENVIRONMENTAL TOBACCO SMOKE ACT**

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACTOR)		CONTRACT #	
Culver City Unified School District		CSPP-5164, CCTR-5082 & 19-6444-00-4	
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE			
David LaRose, Superintendent			
SIGNATURE		DATE	
		6/23/2015	

**9.12 Approval of Office of Child Development 2015/2016 Resolution**

All contracts with the Child Development Division must have Board approval as well as a signed and adopted resolution. Additionally the California Department of Education requires a signed Federal Certification regarding Lobbying; Debarment; Suspension and Drug –Free Workplace. Child Development services are provided for families according to the funding terms and conditions of each contract. Families pay a fee according to their income. These contracts assist approximately 425 income eligible families. The Office of Child Development submits the following resolution and Federal Certifications with the California Department of Education, Child Development for 2015/2016, for Board of Education approval.

**RECOMMENDED MOTION:** That the Board of Education resolve to enter into contracts CSPP-5164, and CCTR-5082 with the California Department of Education and that the Superintendent or Assistant Superintendent, Educational Services, be authorized to sign the Resolution for the period July 1, 2015 through June 30, 2016.

Moved by:

Seconded by:

Vote:

## RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction and subsequent amendments with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2015-16.**

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### RESOLUTION

BE IT RESOLVED that the Governing Board of Culver City Unified School  
District

authorizes entering into local agreement number CSPP-5164 & CCTR-5082 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>David LaRose</u>	<u>Superintendent</u>	_____
<u>Mike Reynolds</u>	<u>Assistant Superintendent</u>	_____
<u>Kati Krumpe</u>	<u>Assistant Superintendent</u>	_____

PASSED AND ADOPTED THIS 23rd day of June 2015, by the  
Governing Board of Culver City Unified School District  
of Los Angeles County, in the State of California.

I, Katherine Paspalis, Clerk of the Governing Board of  
Culver City Unified School District, of Los Angeles County, in the  
State of California, certify that the foregoing is a full, true and correct copy of a resolution  
adopted by the said Board at a regularly scheduled meeting thereof held at a  
regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's signature)

6/23/2015

\_\_\_\_\_  
(Date)

**BOARD REPORT**

**6/23/15**

**9.13**

**9.13 Approval of Agreement between Culver City Unified School District and Dannis Woliver Kelley**

At this time, we need to approve the agreement with Dannis, Woliver & Kelley (“DWK”) to provide legal services for the 2015-2016 fiscal year.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the agreement with Dannis Woliver Kelley for legal services.

**Moved by:**

**Seconded by:**

**Vote:**



DANNIS WOLIVER KELLEY

CALIFORNIA'S THOUGHT LEADERS  
IN EDUCATION LAW >>

SAN FRANCISCO  
275 Battery Street  
Suite 1150  
San Francisco, CA 94111  
TEL 415.543.4111  
FAX 415.543.4384

**SAMUEL R. SANTANA**

Attorney at Law  
ssantana@DWKesq.com

LONG BEACH  
115 Pine Avenue  
Suite 500  
Long Beach, CA 90802  
TEL 562.366.8500  
FAX 562.366.8505

**Long Beach**

---

May 22, 2015

SAN DIEGO  
750 B Street  
Suite 2310  
San Diego, CA 92101  
TEL 619.595.0202  
FAX 619.702.6202

David LaRose  
Superintendent  
Culver City Unified School District  
4034 Irving Place  
Culver City, CA 90232

NOVATO  
1682 Novato Boulevard  
Suite 251  
Novato, CA 94947  
TEL 415.543.4111  
FAX 415.543.4384

Re: 2015-2016 Agreement for Professional Services

Dear Mr. LaRose:

[www.DWKesq.com](http://www.DWKesq.com)

Thank you for the opportunity to provide legal advice and counseling services to the Culver City Unified School District. As a law firm that specializes in representing school and community college districts, we understand the vital role our services play in the important work you do.

We recognize the financial challenges you face and DWK has not raised their hourly rate ranges in the last three years. For 2015-16, our rate ranges are increasing slightly. My hourly rate will now be \$255. Other attorneys on your team may increase in a range from zero to \$15/hr. We will continue to offer the District the efficient and prompt service you have come to expect.

We look forward to serving the District in the coming school year. Please sign both originals of the agreement and return one signed original to our office in the envelope provided. Please insert the date of Board approval in the executed document.

Very truly yours,

DANNIS WOLIVER KELLEY

Samuel R. Santana

**RECEIVED**  
JUN 02 2015  
Superintendent's Office  
C.C.U.S.D

SRS:skm  
Enclosures

DEDICATION  
WISDOM  
KNOW-HOW





## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement is made and entered into this 1st day of July, 2015, by and between the Culver City Unified School District, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

District appoints Attorney to represent, advise, and counsel it from July 1, 2015, through and including June 30, 2016, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

Except as hereinafter provided, District agrees to pay Attorney two hundred twenty-five dollars (\$225) to three hundred ten dollars (\$310) per hour for shareholders, special counsel and of counsel; one hundred eighty-five dollars (\$185) to two hundred twenty-five dollars (\$225) per hour for associates; and one hundred twenty dollars (\$120) to one hundred forty dollars (\$140) per hour for paralegals and law clerks. The rate for Gregory J. Dannis will be three hundred thirty-five dollars (\$335) per hour. Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects or particular scopes of work.

District further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage, and facsimile transmittals. District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise.

District further agrees to pay for major costs and expenses by paying third parties directly including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of District and Attorney, Attorney may pay for such costs and expenses and District shall advance costs and expenses to Attorney.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. District shall pay Attorney's statements within thirty (30) days after each statement's date. Upon District office's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request.


It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the District of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

District or Attorney may terminate this Agreement by giving thirty (30) days written notice of termination to the other party.


IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

CULVER CITY UNIFIED SCHOOL DISTRICT

  
\_\_\_\_\_  
David LaRose  
Superintendent

6/2/2015  
Date

DANNIS WOLIVER KELLEY

  
\_\_\_\_\_  
Samuel R. Santana  
Attorney at Law

5/26/2015  
Date

At its public meeting of \_\_\_\_\_, 2015, the Board approved this Agreement and authorized the Board president, Superintendent or Designee to execute this Agreement.

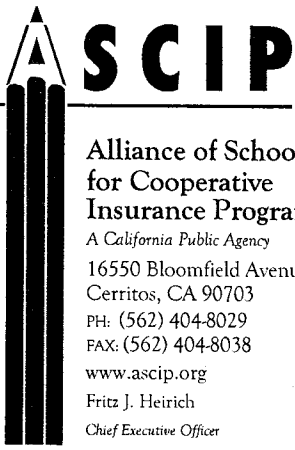
**BOARD REPORT**

6/23/15

10.1

**10.1 Loss Control Award Presented by Alliance of Schools for Cooperative Insurance Programs (ASCIP)**

“Loss Control Award” presented to CCUSD by Mr. Brian Pelham, representing our property and liability insurance carrier, Alliance of Schools for Cooperative Insurance Programs (ASCIP).



**Alliance of Schools  
for Cooperative  
Insurance Programs**

A California Public Agency

16550 Bloomfield Avenue  
Cerritos, CA 90703

PH: (562) 404-8029

FAX: (562) 404-8038

www.ascip.org

Fritz J. Heirich

Chief Executive Officer

February 12, 2015

Mr. Mike Reynolds  
Assistant Superintendent of Business Services  
Culver City Unified School District  
4034 Irving Place  
Culver City, CA 90232

**RECEIVED**

**FEB 18 2015**

**Business Office-C.C.U.S.D.**

**Executive Committee**

**OFFICERS**

Corinne Kelsch, President  
SCCSIG JPA

(Joint Powers Authority)

John Vinke, Vice President

Lawndale SD

(K-8 Districts)

Kris Olafsson, Treasurer

MERGE JPA

(Joint Powers Authority)

**MEMBERS**

Lydia Cano

Palos Verdes Peninsula USD

(K-12; 1-15,000 ADA)

John Didion

Rancho Santiago CCD

(Community College District)

Michael Fine

Riverside USD

(K-12; 15,000+ ADA)

Michael Johnston

Clovis USD

(K-12; 15,000+ ADA)

Angela Jones

Hermosa Beach CSD

(K-8 Districts)

Janece Maerz

Santa Monica-Malibu USD

(K-12; 1-15,000 ADA)

Vabe Markarian

Vista Charter School

(Charter Schools)

Cheryl Plotkin

Montebello USD

(K-12; 15,000+ ADA)

Ann Sparks

Bonita USD

(K-12; 1-15,000 ADA)

Fred Williams

North Orange County CCD

(Community College District)

**ALTERNATES**

Luis Camarena

Anaheim CSD

Michael Clear

Clovis USD

Teresa Dreyfuss

Rio Hondo CCD

Phil Hillman

Ontario-Montclair SD

Susan Hume

Fullerton SD

Karen Kimmel

Las Virgenes USD

Thuy Nguyen

Peralta CCD

Nancy Nien, Ed.D

Downey USD

Barbara Ott

Brea Olinda USD

Stefanie Phillips

Santa Ana USD

Andrea Reynolds

Lowell Joint SD

Joanne Schultz, Ed.D

Merced CCD

Jeff Starr

Saddleback Valley USD

Irene Sumida

Fenton Charter Public Schools

Dear Mr. Reynolds,

Congratulations! Your District is a recipient of the ASCIP's "Loss Control Pays" incentive award. This award recognizes members that have actively utilized ASCIP's loss control services during the 2013/14 fiscal year.

Awardees were selected based upon participation in the following ASCIP services:

1. Completing risk assessments/audits, utilizing loss control consultation services, and participating in the Rent-A-Risk Manager (RARM) Program to reduce general liability and workers' compensation losses.
2. Minimizing exposures to hazardous materials through industrial hygiene and utilizing the MSDSonline to manage chemical information.
3. Using the HR Hotline to reduce employment practices liability.
4. Completing driver record checks to minimize automobile liability losses.
5. Using WeTip, our anonymous crime reporting hotline, to prevent property damage at district sites.

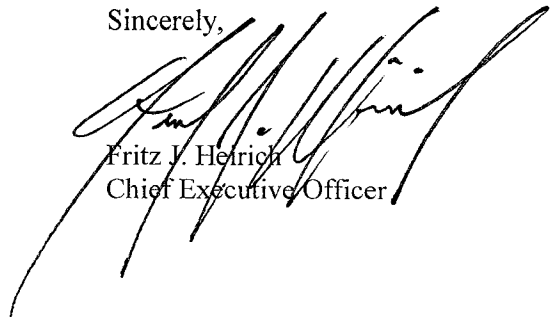
A point credit structure was created for each category above and ADA/FTES were taken into consideration in an effort to make it more equitable for members. Your district is one of 25 members that were recognized for the award.

As a recipient, we are pleased to award your District a Certificate of Achievement along with a grant of \$1,500.00. Your District's Risk Services Consultant will be contacting you soon to discuss this award and to arrange the delivery of the Certificate. We would be pleased to make this presentation to your Governing Board in the form of a Resolution, at your request. If you would prefer to receive this award as an offset of premium, deposit to your Risk Management Deposit Fund, a check, or in some other manner such as an offset to the cost of a RARM premium, please let us know.

The District's selection for this award represents your significant effort, achievement and ongoing commitment to making your District a safe place for students, staff and the public. We truly appreciate all your hard work. Equally, we value the partnership that we share and look forward to continuing to assist the District with your risk management and loss control needs. Once again, congratulations on your achievement!

If you have any questions, please do not hesitate to contact us.

Sincerely,

  
Fritz J. Heirich  
Chief Executive Officer

## BOARD REPORT

6/23/15  
10.2

### 10.2 "The Lunch Lady" Film

"The Lunch Lady" film, produced and directed by Arlene Vandes Quesada (CCHS Student), accompanied by her teacher, Alexis Butler.

## BOARD REPORT

6/23/15

12.1

### 12.1 2015-2016 Proposed Budget

In accordance with AB 1200, the "School District Fiscal Oversight" bill that was effective January 1, 1992, Culver City Unified School District uses the single adoption option when adopting its budget by June 30.

Education Code 42127A requires that the school district governing board hold a public hearing on the budget to be adopted. The date, time and location of the public hearing and the dates and locations at which the district's proposed budget may be inspected must be published in a local newspaper by the County Superintendent per Code requirements. Per this code, a public hearing was held on 6/22/15.

As required by Education Code, the 2015-16 Budget is being presented tonight in the required Standardized Account Code Structure (SACS) format. This document has been available at the District Office for review since June 18, 2015.

**BOARD REPORT**

**6/23/15**

**14.1a**

**14.1a Approval of Amended Employment Contract Between CCUSD and David LaRose as District Superintendent**

The amended Employment Contract for David LaRose in the position of Superintendent is submitted for formal approval by the Board of Education.

RECOMMENDED MOTION:

That the Board approves the Amended Employment Contract for David LaRose as Superintendent for the Culver City Unified School District.

Moved by:

Seconded by:

Vote:

**CONTRACT FOR EMPLOYMENT OF  
SUPERINTENDENT  
BETWEEN  
CULVER CITY UNIFIED SCHOOL DISTRICT  
AND  
DAVID LaROSE**

THIS CONTRACT FOR EMPLOYMENT (“AGREEMENT” or “CONTRACT”) is hereby made and entered into effective this June 23, 2015 by and between the Governing Board of the Culver City Unified School District (“Board” or “District”) and David LaRose (“Superintendent”).

NOW, THEREFORE, it is hereby agreed as follows:

**I. TERM**

- A. The District hereby employs the Superintendent and the Superintendent hereby accepts employment with the District for an initial term commencing **July 1, 2015 and terminating June 30, 2018** unless sooner terminated as herein provided.

**II. DUTIES**

- A. The Superintendent shall perform all of his powers and duties in accordance with applicable laws, rules and regulations, including but not limited to the provisions of Education Code Section 35035, the policies adopted by the Board, and the position description for the Superintendent. All powers and duties legally delegated to the Superintendent are to be executed in accordance with the policies adopted by the Board. Acts that require ratification by the Board shall be referred to the Board at the earliest reasonable opportunity.
- B. The Superintendent’s duties and functions shall include the following:
1. Serving as the Chief Executive Officer of the District as described by District Policy. The Superintendent shall be delegated all powers and duties necessary for efficient management and administration of the District to the full extent permitted by law. The Superintendent shall have the authority to organize and arrange the administrative and supervisory staff including instruction, personnel, business and operational affairs, which in his judgment best serve the District. The responsibility for selection, placement and transfer of existing personnel shall be vested in the Superintendent. Employment of new personnel shall be recommended by the Superintendent subject to approval by the Board. In the event the Board does not approve the Superintendent’s personnel recommendations, the Superintendent shall submit an alternative recommendation.



2. Working with the Board, District personnel, parents and the public, to develop short and long-range goals with clear criteria for determining effective achievement and evaluating outcomes.
3. Representing the interests of the Board and the District in day-to-day contact with parents, other citizens, community and governmental agencies.
4. Providing leadership, guidelines and directions to ensure that policies related to curriculum, instruction, pupil personnel services, personnel, budget and business affairs are carried out.
5. Reporting information regularly to the Board regarding student learning and an analysis of student learning and an analysis of student achievement and test scores.
6. Reviewing all policies adopted by the Board and making appropriate recommendations to the Board for addition, deletion or modification.
7. Evaluating employees directly accountable to the Superintendent and overseeing the evaluation of other employees as defined by California law and Board policy.
8. Providing leadership and direction in planning and financing school facilities to meet growth needs.
9. Advising the Board and making recommendations regarding possible sources of funds, which may be available to implement present or contemplated District programs.
10. Endeavoring to maintain and improve his professional competency by all available means, including reading appropriate periodicals and joining and/or participating in appropriate professional associations and their activities.
11. Establishing and maintaining an effective community relations program including effective relationships with the media.
12. Communicating openly, systematically and in a timely manner to the Board, staff and the community, and promptly informing the Board of critical issues or incidents.
13. Providing educational leadership to ensure quality teaching and learning.
14. Performing other duties and functions as assigned or required by the Board.

### III. COMPENSATION & BENEFITS

- B. As of July 1, 2015, the Superintendent's annual salary shall be \$230,000.
- C. The Superintendent's annual salary shall be paid in twelve (12) equal monthly installments.
- C. The Board and Superintendent will negotiate the terms of this contract annually and when mutually agreed upon after the District has concluded bargaining with other CCUSD employee groups.
- D. Except as herein provided, any adjustment in salary during the term of this contract shall be only in the form of an amendment and only as mutually agreed to by and between the parties, and shall not operate as a termination of this contract. It is further provided that, with respect to any adjustment in salary, it shall not be considered that a new contract has been entered into or that the termination date of the existing contract has been extended.
- E. The Superintendent shall be provided group medical, dental and life insurance coverage on the same terms as are generally provided to other certificated management personnel of the District, in accordance with Board Policy 4354.
- F. The Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this contract or a portion thereof; provided, however, that the Superintendent shall be entitled to 1.833 vacation days per month with pay, exclusive of holidays defined in Sections 37220 and 37221 of the California Education Code, and any additional local holidays granted by the Board to twelve (12) month certificated management employees of the District.  
  
Vacation days shall accrue as they are earned. Earned and unused vacation shall be carried over from year to year; provided, however, that in no event shall the Superintendent be entitled to accrue any vacation days in excess of his current accrued total (as of the initial date of execution of this Agreement) plus ten (10) days. Upon separation from the District, the Superintendent shall be compensated for any earned and unused vacation at his then-current per diem rate.
- G. The Superintendent shall be provided with one (1) day per month sick leave of absence, credited in advance for his current year's sick leave entitlement upon initial employment with the District. Earned sick leave may be accrued and accumulated as provided by the Education Code and Board rules and regulations.
- H. Except as herein specified, the Superintendent shall be entitled to other leaves of absence granted by the Board to twelve (12) month certificated management employees of the District, in accordance with AR 4361.2(a).
- I. The District encourages the Superintendent to participate in professional organizations and activities. The District shall pay the Superintendent's membership dues in ACSA (Association of California School Administrators),

AASA (Association of American School Administrators), one community service organization, and other relevant local, state, or national organizations as approved by the Board.

- J. The Superintendent shall receive the amount of \$500.00 per month as authorized by Board Policy to cover expenses incurred in the performance of his duties on behalf of the District.
- K. Superintendent may attend appropriate professional meetings at the local, county, state and national level, subject to obtaining prior Board approval for attendance at out-of-state meetings, and all actual and necessary expenses of attendance shall be paid by the District.
- L. The Superintendent may engage in outside paid or unpaid professional activities, such as consulting, speaking, and writing, providing such activities do not interfere with the Superintendent's duties. Outside activities, which require the Superintendent to be absent from normal duties, shall be subject to prior Board approval.

**IV. EVALUATION**

- A. The Board shall at least annually evaluate in writing the performance of the Superintendent and the working relationship between the Superintendent and the Board. This evaluation shall be based upon, but not limited to, the Superintendent's performance of the duties and responsibilities contained in the Superintendent's job description and written goals and objectives for the Superintendent as established by the Board in consultation with the Superintendent. The format of the written evaluation shall be devised by the Board, with input from the Superintendent. The timelines for the evaluation process (including any informal mid-year evaluation meetings) shall be established by the Board, with input from the Superintendent, following execution of this Agreement and thereafter at the beginning of each school year. Board policies and any related regulations concerning the evaluation of management employees shall not apply to the Superintendent.

**V. TERMINATION/CONVICTION**

- A. The District and Superintendent may, by mutual agreement expressed in writing, terminate this Contract at any time.
- B. The Board unilaterally and without cause may terminate this Agreement and the Superintendent's employment. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Superintendent's then current salary for the remainder of the Agreement, twelve (12) months, or until the Superintendent's STRS retirement is effective, whichever occurs first, consistent with Government Code Sections 53260 and 53261. Upon termination of this Agreement pursuant to this section, the Superintendent shall continue to receive the medical and dental benefits to which he was previously entitled for the same period of time he continues to receive District-paid salary, or until the

Superintendent's District retirement medical and dental benefits become effective, or until the Superintendent finds other employment, whichever occurs first in accordance with Government Code Section 53261.

- C. This Agreement and the services of the Superintendent may be terminated by the Board at any time for a material and substantial breach of this Agreement, or for any of the grounds enumerated under Education Code Section 44932. The Board shall not terminate this Agreement under this section until a written statement of the grounds for termination has first been served upon the Superintendent. In lieu of any other hearing, the Superintendent shall then be entitled to a conference with the Board within ten (10) work days at which time the Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Superintendent shall have the right, at his own expense, to have an attorney/representative of his choice at the conference with the Board.
- D. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to re-employ the Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031. In such event, the Board shall provide the Superintendent with ninety (90) days written notice in advance of the expiration of her term of employment. If such written notice is not provided, the Superintendent is deemed reemployed for an additional one-year term under the same terms and conditions as set forth in this Agreement. In the event this Agreement is extended for one additional year, any salary increase provided, if any, for that year shall not exceed the limit established by Government Code §§ 3511.1 and 3511.2.
- E. The Superintendent may elect to terminate this Agreement with ninety (90) days notice during the term of the Agreement. Said notice shall be delivered in writing to each member of the Governing Board.
- F. Notwithstanding any other provision of this Agreement, and as mandated by Government Code Section 53243 et seq. (effective January 1, 2012), in the event the Superintendent is convicted of a crime constituting "abuse of office," the Superintendent shall reimburse the District to the fullest extent mandated by Government Code Section 53243 et seq. (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code Section 53243 et seq.

## **VI. MEDICAL EXAMINATION**

- A. The Superintendent does hereby agree, if so required by the Board, to have a comprehensive medical examination by a doctor of medicine of the Superintendent's choice not less than once every two years and not more often than once each year. Following such examination, a statement signed by the physician certifying to the physical competency of the Superintendent shall be filed with the Board President. Such statement shall be treated as confidential information by the Board. The cost of said medical examination and statement

shall be borne by the District to the extent not covered by District medical insurance. Nothing herein shall be deemed to waive the physician/patient privilege, which the Superintendent shall have with any physician with whom the Superintendent consults for the purposes of this paragraph and Agreement.

**VII. GOVERNING LAW**

A. This contract is subject to all applicable laws of the State of California, the rules and regulations of the California State Board of Education, and the rules and regulations of the Governing Board of the Culver City Unified School District. Said laws, rules and regulations are hereby made a part of the terms and conditions of this contract as though fully set forth herein.

**VIII. SAVINGS CLAUSE**

A. If any provisions of this contract are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions shall continue in full force and effect.

**IX. COMPLETE AGREEMENT**

A. This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications or variations from the terms of this contract shall be in writing and shall be effective only upon approval of such amendment, modification or variation by the Board and the Superintendent.

IN WITNESS WHEREOF, the parties have entered into this Contract on the date hereinafter set forth.

BOARD OF EDUCATION OF  
CULVER CITY UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

ACCEPTANCE

I hereby accept this Contract of Employment and agree to comply fully with each and every condition thereof, and to fulfill faithfully all of the duties of employment as Superintendent of Culver City Unified School District

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
David LaRose

6/23/15  
14.1b

**BOARD REPORT**

**14.1b Approval is Recommended for the Employment Agreement for the Position of Assistant Superintendent of Human Resources**

The Superintendent is recommending that the Board of Education approves the submitted amended Employment Agreement for the Assistant Superintendent of Human Resources.

**RECOMMENDED MOTION:** That the Governing Board of Culver City Unified School District approves the Amended Employment Agreement for the Assistant Superintendent of Human Resources.

Moved by:

Seconded by:

Vote:

## EMPLOYMENT AGREEMENT

### **BETWEEN THE GOVERNING BOARD OF THE CULVER CITY UNIFIED SCHOOL DISTRICT**

**AND**

### **ASSISTANT SUPERINTENDENT Human Resources**

---

This Employment Agreement is entered into between the Governing Board (hereinafter referred to as the "Board") of the **CULVER CITY UNIFIED SCHOOL DISTRICT** (hereinafter referred to as "District") and Leslie Lockhart (hereinafter referred to as "Assistant Superintendent").

I. **TERM**

Eileen Carroll is hereby employed by the Board as the Assistant Superintendent, Educational Services, of the Culver City Unified School District. The term of employment for the Assistant Superintendent shall be for a period of three (3) years, commencing **July 1, 2015, and ending June 30, 2018**, and shall be subject to the terms and conditions hereinafter set forth.

2. **SALARY**

The salary of the Assistant Superintendent shall be established by the District management salary schedule in accordance with the policy of the Board governing payment of other professional staff members in the District.

The Board reserves the right to increase the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective for the balance of the contract term. Such increase shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement.

The Board also reserves the right to decrease the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective. Such adjustment shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement. The Board may exercise its right to decrease the salary of the Assistant Superintendent only upon both the Certificated Bargaining Unit and the Classified Bargaining Unit agreeing to accept salary reductions. In that instance the Board shall not decrease the salary of the Assistant Superintendent by more than the same salary reduction percentage agreed to by the Certificated Bargaining Unit and the Classified Bargaining Unit for the same time period. If there is a different salary reduction percentage between the certificated and classified bargaining units, the Assistant



Superintendent's total compensation shall be reduced in accordance with that of the Certificated Bargaining Unit.

3. **DUTIES AND RESPONSIBILITIES**

The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of Assistant Superintendent, Educational Services, as attached hereto and incorporated herein by reference, as well as all rules and regulations of the State Board of Education and rules, regulations, policies, and directives of the Board, and shall perform such duties and responsibilities at a professional level of competence and with due diligence. The Assistant Superintendent shall attend appropriate professional meetings at the local, state, and national level.

4. **WORK YEAR**

The Assistant Superintendent shall be required to render two hundred twenty-five (225) working days of full and regular service to the District during each annual period covered by this Employment Agreement.

5. **CREDENTIALS**

The Assistant Superintendent will furnish throughout the life of the contract a valid and appropriate State of California credential to act as Assistant Superintendent, Educational Services, as directed by the Board.

6. **VACATION**

The Assistant Superintendent shall be entitled to twenty-two (22) days annual vacation with pay, exclusive of holidays defined in Section 37220 of the Education Code. A maximum of twenty-two (22) days of earned vacation may be carried from one year to the next. In the event of termination of this Employment Agreement, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary rate effective during the school year in which the vacation credit was earned. In no case shall more than twenty-two (22) accrued and unused vacation days be paid at the expiration or termination of this Employment Agreement.

7. **EVALUATION**

The Superintendent shall evaluate the performance of the Assistant Superintendent at least once every other year. This evaluation shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the Assistant Superintendent's job description and written goals and objectives for the Assistant Superintendent as established by the Board. Board policies and any related regulations concerning the evaluation of management employees shall apply to the Assistant Superintendent.

8. **FRINGE BENEFITS**

The Assistant Superintendent shall be entitled to receive fringe benefits accorded other management employees of the District.

9. **SICK LEAVE**

The Assistant Superintendent shall earn twelve (12) days of sick leave annually. Earned sick leave shall be cumulative, as provided by State law and Board policy.

10. **MEDICAL EXAMINATION**

The Assistant Superintendent is eligible for a comprehensive medical examination once every two (2) years. The cost of the medical examination is to be borne by the District.

11. **EXPENSE REIMBURSEMENT**

A. The Assistant Superintendent shall receive the amount of \$250.00 per month as authorized by Board Policy to cover business expenses incurred in the performance of her duties on behalf of the District.

B. The Assistant Superintendent shall be compensated for actual and necessary expenses authorized by the Board which are incurred when her employment duties and obligations necessitate travel outside the boundaries of Los Angeles County in accordance with Board policies.

12. **PROFESSIONAL ACTIVITIES, MEMBERSHIP, AND DUES**

The Assistant Superintendent may attend appropriate professional meetings at the local, state, and national level, and the expenses of said attendance shall be reimbursed by the District in accordance with District policy upon prior Board approval.

The District shall pay the Assistant Superintendent's membership dues in ACSA (Association of California School Administrators) during each year of this Agreement. In addition, the District shall pay other professional or community organization membership dues as approved by the Board.

13. **MODIFICATION OR TERMINATION OF AGREEMENT**

A. This Agreement may be changed, modified, or terminated by mutual written agreement of the Assistant Superintendent and the Board upon forty-five (45) calendar days' written prior notice. In no event, however, shall the Assistant Superintendent receive a cash settlement greater than his/her salary for the balance of the unexpired term of this Agreement or twelve (12) months, whichever is less, in accordance with Government Code Sections 53260 and 53261.

- B. Notwithstanding any other provisions of this Agreement, the Assistant Superintendent shall have the option to terminate this Agreement by providing the Board with a written notice of intent to terminate. This notice shall be provided no less than forty-five (45) calendar days prior to said termination date. The Assistant Superintendent and Board may mutually agree to a termination date of less than forty-five (45) calendar days.
- C. The Board unilaterally and without cause may terminate this Agreement and the Assistant Superintendent's employment as Assistant Superintendent. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Assistant Superintendent's then current salary, as provided for in paragraph 2 of this Agreement or any amendment thereto, until such time as the Assistant Superintendent secures other employment or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The Assistant Superintendent agrees to provide the Board with written notice of his/her effective date of employment at which time the Board shall be released from any further obligation under this Agreement. Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall continue to receive the fringe benefits to which he/she was previously entitled under this Agreement until he/she secures and begins other employment, or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The provisions of this Agreement are to be interpreted in a manner consistent with Government Code Sections 53260 and 53261.

Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall cease to accumulate vacation days. The Assistant Superintendent shall be entitled to lump sum compensation for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

- D. This Agreement and the services of the Assistant Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement; any ground enumerated in Education Code Section 44932; or the Assistant Superintendent's failure to regularly perform any of his/her responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description. The Board shall not terminate this Agreement under this paragraph until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Assistant Superintendent shall have the right, at his/her own expense, to have a representative of his/her choice at the conference with the Board. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.

- E. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.
- F. Should the Assistant Superintendent be unable to serve in his/her position due to a physical and/or mental condition, and upon expiration of sick leave benefits as provided by statute, and the rules and policies of the Board, and upon written evaluation by a licensed physician designated by the District indicating the inability of the Assistant Superintendent to further serve in his/her position of employment, this Agreement may be terminated by the Board, with written notice provided no less than forty-five (45) calendar days prior to said termination date.

14. **SAVINGS CLAUSE**

If any provisions of this Agreement are held to be contrary to final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

15. **COMPLETE AGREEMENT**

This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Agreement shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Superintendent, Culver City Unified School District

I hereby accept this offer of employment and agree to comply with each and every condition thereof, and to perform faithfully all of the duties of employment of Assistant Superintendent, Educational Services.

Dated: \_\_\_\_\_

\_\_\_\_\_

6/23/15  
14.1c

**BOARD REPORT**

**14.1c Approval is Recommended for the Amended Employment Agreement for the Position of Assistant Superintendent of Educational Services**

The Superintendent is recommending that the Board of Education approve the submitted amended Employment Agreement for the Assistant Superintendent of Educational Services.

**RECOMMENDED MOTION:** That the Governing Board of Culver City Unified School District approves the Amended Employment Agreement the Assistant Superintendent of Educational Services.

Moved by:

Seconded by:

Vote:

## EMPLOYMENT AGREEMENT

### BETWEEN THE GOVERNING BOARD OF THE CULVER CITY UNIFIED SCHOOL DISTRICT

AND

### ASSISTANT SUPERINTENDENT Educational Services

---

This Employment Agreement is entered into between the Governing Board (hereinafter referred to as the "Board") of the **CULVER CITY UNIFIED SCHOOL DISTRICT** (hereinafter referred to as "District") and Kati Krumpe (hereinafter referred to as "Assistant Superintendent").

I. TERM

Eileen Carroll is hereby employed by the Board as the Assistant Superintendent, Educational Services, of the Culver City Unified School District. The term of employment for the Assistant Superintendent shall be for a period of three (3) years, commencing **July 1, 2015, and ending June 30, 2018**, and shall be subject to the terms and conditions hereinafter set forth.

2. SALARY

The salary of the Assistant Superintendent shall be established by the District management salary schedule in accordance with the policy of the Board governing payment of other professional staff members in the District.

The Board reserves the right to increase the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective for the balance of the contract term. Such increase shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement.

The Board also reserves the right to decrease the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective. Such adjustment shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement. The Board may exercise its right to decrease the salary of the Assistant Superintendent only upon both the Certificated Bargaining Unit and the Classified Bargaining Unit agreeing to accept salary reductions. In that instance the Board shall not decrease the salary of the Assistant Superintendent by more than the same salary reduction percentage agreed to by the Certificated Bargaining Unit and the Classified Bargaining Unit for the same time period. If there is a different salary reduction percentage between the certificated and classified bargaining units, the Assistant

Superintendent's total compensation shall be reduced in accordance with that of the Certificated Bargaining Unit.

3. **DUTIES AND RESPONSIBILITIES**

The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of Assistant Superintendent, Educational Services, as attached hereto and incorporated herein by reference, as well as all rules and regulations of the State Board of Education and rules, regulations, policies, and directives of the Board, and shall perform such duties and responsibilities at a professional level of competence and with due diligence. The Assistant Superintendent shall attend appropriate professional meetings at the local, state, and national level.

4. **WORK YEAR**

The Assistant Superintendent shall be required to render two hundred twenty-five (225) working days of full and regular service to the District during each annual period covered by this Employment Agreement.

5. **CREDENTIALS**

The Assistant Superintendent will furnish throughout the life of the contract a valid and appropriate State of California credential to act as Assistant Superintendent, Educational Services, as directed by the Board.

6. **VACATION**

The Assistant Superintendent shall be entitled to twenty-two (22) days annual vacation with pay, exclusive of holidays defined in Section 37220 of the Education Code. A maximum of twenty-two (22) days of earned vacation may be carried from one year to the next. In the event of termination of this Employment Agreement, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary rate effective during the school year in which the vacation credit was earned. In no case shall more than twenty-two (22) accrued and unused vacation days be paid at the expiration or termination of this Employment Agreement.

7. **EVALUATION**

The Superintendent shall evaluate the performance of the Assistant Superintendent at least once every other year. This evaluation shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the Assistant Superintendent's job description and written goals and objectives for the Assistant Superintendent as established by the Board. Board policies and any related regulations concerning the evaluation of management employees shall apply to the Assistant Superintendent.

8. **FRINGE BENEFITS**

The Assistant Superintendent shall be entitled to receive fringe benefits accorded other management employees of the District.

9. **SICK LEAVE**

The Assistant Superintendent shall earn twelve (12) days of sick leave annually. Earned sick leave shall be cumulative, as provided by State law and Board policy.

10. **MEDICAL EXAMINATION**

The Assistant Superintendent is eligible for a comprehensive medical examination once every two (2) years. The cost of the medical examination is to be borne by the District.

11. **EXPENSE REIMBURSEMENT**

A. The Assistant Superintendent shall receive the amount of \$250.00 per month as authorized by Board Policy to cover business expenses incurred in the performance of her duties on behalf of the District.

B. The Assistant Superintendent shall be compensated for actual and necessary expenses authorized by the Board which are incurred when her employment duties and obligations necessitate travel outside the boundaries of the District in accordance with Board policies.

12. **PROFESSIONAL ACTIVITIES, MEMBERSHIP, AND DUES**

The Assistant Superintendent may attend appropriate professional meetings at the local, state, and national level, and the expenses of said attendance shall be reimbursed by the District in accordance with District policy upon prior Board approval.

The District shall pay the Assistant Superintendent's membership dues in ACSA (Association of California School Administrators) during each year of this Agreement. In addition, the District shall pay other professional or community organization membership dues as approved by the Board.

13. **MODIFICATION OR TERMINATION OF AGREEMENT**

A. This Agreement may be changed, modified, or terminated by mutual written agreement of the Assistant Superintendent and the Board upon forty-five (45) calendar days' written prior notice. In no event, however, shall the Assistant Superintendent receive a cash settlement greater than his/her salary for the balance of the unexpired term of this Agreement or twelve (12) months, whichever is less, in accordance with Government Code Sections 53260 and 53261.



- B. Notwithstanding any other provisions of this Agreement, the Assistant Superintendent shall have the option to terminate this Agreement by providing the Board with a written notice of intent to terminate. This notice shall be provided no less than forty-five (45) calendar days prior to said termination date. The Assistant Superintendent and Board may mutually agree to a termination date of less than forty-five (45) calendar days.
- C. The Board unilaterally and without cause may terminate this Agreement and the Assistant Superintendent's employment as Assistant Superintendent. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Assistant Superintendent's then current salary, as provided for in paragraph 2 of this Agreement or any amendment thereto, until such time as the Assistant Superintendent secures other employment or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The Assistant Superintendent agrees to provide the Board with written notice of his/her effective date of employment at which time the Board shall be released from any further obligation under this Agreement. Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall continue to receive the fringe benefits to which he/she was previously entitled under this Agreement until he/she secures and begins other employment, or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The provisions of this Agreement are to be interpreted in a manner consistent with Government Code Sections 53260 and 53261.

Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall cease to accumulate vacation days. The Assistant Superintendent shall be entitled to lump sum compensation for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

- D. This Agreement and the services of the Assistant Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement; any ground enumerated in Education Code Section 44932; or the Assistant Superintendent's failure to regularly perform any of his/her responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description. The Board shall not terminate this Agreement under this paragraph until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Assistant Superintendent shall have the right, at his/her own expense, to have a representative of his/her choice at the conference with the Board. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.

- E. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.
- F. Should the Assistant Superintendent be unable to serve in his/her position due to a physical and/or mental condition, and upon expiration of sick leave benefits as provided by statute, and the rules and policies of the Board, and upon written evaluation by a licensed physician designated by the District indicating the inability of the Assistant Superintendent to further serve in his/her position of employment, this Agreement may be terminated by the Board, with written notice provided no less than forty-five (45) calendar days prior to said termination date.

14. **SAVINGS CLAUSE**

If any provisions of this Agreement are held to be contrary to final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

15. **COMPLETE AGREEMENT**

This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Agreement shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Dated: \_\_\_\_\_  
\_\_\_\_\_  
 Superintendent, Culver City Unified School District

I hereby accept this offer of employment and agree to comply with each and every condition thereof, and to perform faithfully all of the duties of employment of Assistant Superintendent, Educational Services.

Dated: \_\_\_\_\_

6/23/15  
14.1d

**BOARD REPORT**

**14.1d Approval is Recommended for the Amended Employment Agreement for the Position of Assistant Superintendent of Business Services**

The Superintendent is recommending that the Board of Education approves the submitted amended Employment Agreement for the Assistant Superintendent of Business Services position.

**RECOMMENDED MOTION:** That the Governing Board of Culver City Unified School District approves the Amended Employment Agreement for the Assistant Superintendent of Business Services.

Moved by:

Seconded by:

Vote:

## EMPLOYMENT AGREEMENT

### BETWEEN THE GOVERNING BOARD OF THE CULVER CITY UNIFIED SCHOOL DISTRICT

AND

### ASSISTANT SUPERINTENDENT Business Services

---

This Employment Agreement is entered into between the Governing Board (hereinafter referred to as the "Board") of the **CULVER CITY UNIFIED SCHOOL DISTRICT** (hereinafter referred to as "District") and Michael Reynolds (hereinafter referred to as "Assistant Superintendent").

#### I. TERM

Eileen Carroll is hereby employed by the Board as the Assistant Superintendent, Educational Services, of the Culver City Unified School District. The term of employment for the Assistant Superintendent shall be for a period of thirty two months, commencing **July 1, 2015 and ending June 30, 2018**, and shall be subject to the terms and conditions hereinafter set forth.

#### 2. SALARY

The salary of the Assistant Superintendent shall be established by the District management salary schedule in accordance with the policy of the Board governing payment of other professional staff members in the District.

The Board reserves the right to increase the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective for the balance of the contract term. Such increase shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement.

The Board also reserves the right to decrease the salary of the Assistant Superintendent at any time during the term of this contract, such adjustment to apply from the date on which the adjustment is made effective. Such adjustment shall not constitute a new employment agreement nor extend the termination date of the existing employment agreement. The Board may exercise its right to decrease the salary of the Assistant Superintendent only upon both the Certificated Bargaining Unit and the Classified Bargaining Unit agreeing to accept salary reductions. In that instance the Board shall not decrease the salary of the Assistant Superintendent by more than the same salary reduction percentage agreed to by the Certificated Bargaining Unit and the Classified Bargaining Unit for the same time period. If there is a different salary reduction percentage between the certificated and classified bargaining units, the Assistant

Superintendent's total compensation shall be reduced in accordance with that of the Certificated Bargaining Unit.

3. **DUTIES AND RESPONSIBILITIES**

The Assistant Superintendent shall be governed by and shall perform duties and responsibilities as set forth in the California Education Code and the formal job description for the position of Assistant Superintendent, Educational Services, as attached hereto and incorporated herein by reference, as well as all rules and regulations of the State Board of Education and rules, regulations, policies, and directives of the Board, and shall perform such duties and responsibilities at a professional level of competence and with due diligence. The Assistant Superintendent shall attend appropriate professional meetings at the local, state, and national level.

4. **WORK YEAR**

The Assistant Superintendent shall be required to render two hundred twenty-five (225) working days of full and regular service to the District during each annual period covered by this Employment Agreement.

5. **CREDENTIALS**

The Assistant Superintendent will furnish throughout the life of the contract a valid and appropriate State of California credential to act as Assistant Superintendent, Educational Services, as directed by the Board.

6. **VACATION**

The Assistant Superintendent shall be entitled to twenty-two (22) days annual vacation with pay, exclusive of holidays defined in Section 37220 of the Education Code. A maximum of twenty-two (22) days of earned vacation may be carried from one year to the next. In the event of termination of this Employment Agreement, the Assistant Superintendent shall be entitled to compensation for unused vacation at the salary rate effective during the school year in which the vacation credit was earned. In no case shall more than twenty-two (22) accrued and unused vacation days be paid at the expiration or termination of this Employment Agreement.

7. **EVALUATION**

The Superintendent shall evaluate the performance of the Assistant Superintendent at least once every other year. This evaluation shall be based upon, but not limited to, the Assistant Superintendent's performance of the duties and responsibilities contained in the Assistant Superintendent's job description and written goals and objectives for the Assistant Superintendent as established by the Board. Board policies and any related regulations concerning the evaluation of management employees shall apply to the Assistant Superintendent.

8. **FRINGE BENEFITS**

The Assistant Superintendent shall be entitled to receive fringe benefits accorded other management employees of the District.

9. **SICK LEAVE**

The Assistant Superintendent shall earn twelve (12) days of sick leave annually. Earned sick leave shall be cumulative, as provided by State law and Board policy.

10. **MEDICAL EXAMINATION**

The Assistant Superintendent is eligible for a comprehensive medical examination once every two (2) years. The cost of the medical examination is to be borne by the District.

11. **EXPENSE REIMBURSEMENT**

A. The Assistant Superintendent shall receive the amount of \$250.00 per month as authorized by Board Policy to cover business expenses incurred in the performance of her duties on behalf of the District.

B. The Assistant Superintendent shall be compensated for actual and necessary expenses authorized by the Board which are incurred when her employment duties and obligations necessitate travel outside the boundaries of Los Angeles County in accordance with Board policies.

12. **PROFESSIONAL ACTIVITIES, MEMBERSHIP, AND DUES**

The Assistant Superintendent may attend appropriate professional meetings at the local, state, and national level, and the expenses of said attendance shall be reimbursed by the District in accordance with District policy upon prior Board approval.

The District shall pay the Assistant Superintendent's membership dues in ACSA (Association of California School Administrators) during each year of this Agreement. In addition, the District shall pay other professional or community organization membership dues as approved by the Board.

13. **MODIFICATION OR TERMINATION OF AGREEMENT**

A. This Agreement may be changed, modified, or terminated by mutual written agreement of the Assistant Superintendent and the Board upon forty-five (45) calendar days' written prior notice. In no event, however, shall the Assistant Superintendent receive a cash settlement greater than his/her salary for the balance of the unexpired term of this Agreement or twelve (12) months, whichever is less, in accordance with Government Code Sections 53260 and 53261.

- B. Notwithstanding any other provisions of this Agreement, the Assistant Superintendent shall have the option to terminate this Agreement by providing the Board with a written notice of intent to terminate. This notice shall be provided no less than forty-five (45) calendar days prior to said termination date. The Assistant Superintendent and Board may mutually agree to a termination date of less than forty-five (45) calendar days.
- C. The Board unilaterally and without cause may terminate this Agreement and the Assistant Superintendent's employment as Assistant Superintendent. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay the Assistant Superintendent's then current salary, as provided for in paragraph 2 of this Agreement or any amendment thereto, until such time as the Assistant Superintendent secures other employment or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The Assistant Superintendent agrees to provide the Board with written notice of his/her effective date of employment at which time the Board shall be released from any further obligation under this Agreement. Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall continue to receive the fringe benefits to which he/she was previously entitled under this Agreement until he/she secures and begins other employment, or for the remainder of this Agreement, whichever is shorter, but in no event shall the Board's obligation under this paragraph exceed twelve (12) months. The provisions of this Agreement are to be interpreted in a manner consistent with Government Code Sections 53260 and 53261.

Upon termination of this Agreement pursuant to this paragraph, the Assistant Superintendent shall cease to accumulate vacation days. The Assistant Superintendent shall be entitled to lump sum compensation for accrued vacation earned under the terms of this Agreement, subject to the limitation on vacation accrual set forth in paragraph 5 of this Agreement.

- D. This Agreement and the services of the Assistant Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement; any ground enumerated in Education Code Section 44932; or the Assistant Superintendent's failure to regularly perform any of his/her responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description. The Board shall not terminate this Agreement under this paragraph until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Assistant Superintendent shall have the right, at his/her own expense, to have a representative of his/her choice at the conference with the Board. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.

- E. Notwithstanding any other provision of this Agreement or the policies and regulations of the Board, the Board may elect not to renew this Agreement, and/or not to reemploy the Assistant Superintendent upon expiration of this Agreement pursuant to Education Code Section 35031.
- F. Should the Assistant Superintendent be unable to serve in his/her position due to a physical and/or mental condition, and upon expiration of sick leave benefits as provided by statute, and the rules and policies of the Board, and upon written evaluation by a licensed physician designated by the District indicating the inability of the Assistant Superintendent to further serve in his/her position of employment, this Agreement may be terminated by the Board, with written notice provided no less than forty-five (45) calendar days prior to said termination date.

14. **SAVINGS CLAUSE**

If any provisions of this Agreement are held to be contrary to final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

15. **COMPLETE AGREEMENT**

This Agreement is the full and complete agreement between the parties hereto. Any amendment, modifications, or variations from the terms of this Agreement shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Dated: \_\_\_\_\_  
\_\_\_\_\_  
Superintendent, Culver City Unified School District

I hereby accept this offer of employment and agree to comply with each and every condition thereof, and to perform faithfully all of the duties of employment of Assistant Superintendent, Educational Services.

Dated: \_\_\_\_\_



**BOARD REPORT**

**6/23/15  
14.2a**

**14.2a Approval of Readmission of School and Family Support Services Case #01-14-15**

The Superintendent is recommending to the Board of Education that Case #01-14-15 be readmitted to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for readmission to attend public school.

RECOMMENDED MOTION:

That the Board approves the readmission of Case #01-14-15 to attend public school.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

**6/23/15**

**14.2b**

**14.2b Approval of Readmission of School and Family Support Services Case #03-13-14**

The Superintendent is recommending to the Board of Education that Case #03-13-14 be readmitted to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for readmission to attend public school.

RECOMMENDED MOTION:

That the Board approves the readmission of Case #03-13-14 to attend public school.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

**6/23/15  
14.2c**

**14.2c Approval of Readmission of School and Family Support Services Case #01-13-14**

The Superintendent is recommending to the Board of Education that Case #01-13-14 be readmitted to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for readmission to attend public school.

RECOMMENDED MOTION:

That the Board approves the readmission of Case #01-13-14 to attend public school.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

**6/23/15  
14.2d**

**14.2d Approval of Readmission of School and Family Support Services Case #03-14-15**

The Superintendent is recommending to the Board of Education that Case #03-14-15 be readmitted to attend public school.

Each student is required to complete his/her rehabilitation plan. Plans specify details for attendance, academic progress, counseling and appropriate behavior. This student has met or exceeded the conditions for readmission to attend public school.

RECOMMENDED MOTION:

That the Board approves the readmission of Case #03-14-15 to attend public school.

Moved by:

Seconded by:

Vote:

## BOARD REPORT

6/23/15  
14.2e

### **14.2e Approval is Recommended for the Suspended Expulsion of Pupil Services Case #09-14-15**

Under AR 5144.1(s) the Board of Education may suspend enforcement of an expulsion.

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

- a) The Board may, as a condition of the suspension of enforcement, assign the student to a school, class or program appropriate for the student's rehabilitation.
- b) During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status.
- c) The suspension of the enforcement of an expulsion order may be revoked by the Board of Education if the student commits any of the acts listed under "Grounds for Suspension and Expulsion."
- d) When the suspension of the enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order.

District Administration recommends: That Case #09-14-15, an 8<sup>th</sup> grade student at Culver City Middle School, be expelled from the Culver City Unified School District. That the student's expulsion be suspended, under the terms and conditions of a suspended expulsion that will remain in effect through the first semester of 2015-2016. That Case #09-14-15 be placed at Culver City High School in a program for students at risk.

RECOMMENDED MOTION:            That the Board suspends the expulsion of Case #09-14-15 through the first semester of 2015 and place the student at Culver City High School in a program for students at risk.

Moved by:

Seconded by:

Vote:

## BOARD REPORT

6/23/15  
14.2f

### 14.2f Approval is Recommended for the Local Control and Accountability Plan (LCAP)

The Local Control and Accountability Plan (LCAP) provides details regarding the local educational agency (LEA) actions to support pupil outcomes and overall performance, pursuant to Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5.

The following are components of the LCAP

- 1) The LCAP Evaluation (review of the 2014-2015 Plan)
- 2) The 2015-2015 LCAP
  - a. Section 1-a brief explanation of the process of the LCAP development
  - b. Section 2-Actions and Expenditures
  - c. Section 3-Financial Summary.

To review the official state template, please visit the LCAP section of the CCUSD.org website. Note: CCUSD utilizes a different format that provides the reader with a three year look at each goal and action. The only difference between the state template and CCUSD's version is formatting. There are no fiscal differences between the two documents.

The LCAP is presented for approval.

RECOMMENDED MOTION:            That the Board approves the Local Control and Accountability Plan.

Motion by:

Seconded by:

Vote:

Goal 1: All CCUSD students will learn from properly credentialed teachers and administrators in their authorized area of instruction utilizing standards-aligned instructional materials in school facilities that are in good repair (Conditions of Learning).

**Identified Need:**

CCUSD has analyzed data and determined that all of our teachers are credentialed in their authorized area of instruction, utilizing standards-aligned instructional materials, and are in school facilities that are in good repair. Information was gathered using:

- Credentialing information
- CalPads
- Facilities Master Plan
- Williams reports
- School Accountability Report Cards
- Community Input

**Identified Metric:**

- Rate of teachers that are credentialed in their area of instruction (currently 100%)
- Rate of CCUSD students utilizing state adopted curriculum as their core instructional material (currently 100%)
- Rate of CCUSD facilities in a state of exemplary repair based on the 2013-2014 School Accountability Report Card (Overall facility rate showed that 75 % of sites received a rating of good and 25% of sites received a rating of exemplary)

**What will be different/improved for students in 2014-15?**

- The rate that teachers will continue to be credentialed in their area of instruction will remain at 100%. **Goal met**
- The rate that CCUSD students will utilize state adopted curriculum as their core instructional material will remain at 100%. **Goal met**
- The rate that CCUSD facilities are in good repair as determined by the maintenance and operations department guidelines and standards will increase from 75% to 80%. **Goal met 80.5%**

**Envisioned Changes:**

We will continue to move forward with the same or similar processes with some adjustments as necessary as they have shown to be effective in attaining our goals.

1. An increased focus on teacher recruitment.
2. An Extensive Rollout of new California Standards Math Textbooks.
3. Begin a review process for ELA textbooks.
4. An increase in Technology Integration.

**A. Annual Actions**

**Actions and Services:** As CCUSD continues to ensure that all teachers are teaching in their required areas, we will design a process to recruit and retain high quality teachers. \*Year 1: Develop a recruitment processes through competitive salaries and optimal working conditions. \*Year 2: Implement the recruitment, selection, and retention processes through competitive salaries and optimal working conditions. \*Year 3: Review and revise the recruitment, selection, and retention processes through competitive salaries and optimal working conditions.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Teacher Recruitment (HR)	\$2,000	\$0	Base	Develop and implement a recruitment processes to find and attract high quality teachers.
We engaged in a virtual job fair which made Culver City Unified School District accessible to candidates, nationwide rather than just those candidates that are in the state. We also are using more media, websites, papers etc. than we ever used before which has caused an additional cost.				
Beginning Teacher Support Staff (ES)	\$140,000	\$140,000	Base	Develop a retention process for new teachers through professional development and support.
Two Teachers on Special Assignment as well as six site based teachers provided support for new teachers based on an increase in teachers needing BTSA				
Beginning Teacher Support Program (ES)	\$22,000	\$15000	Base	Expenditures to cover materials, supplies, substitutes, professional development and professional development costs
Substitute teachers have been provided for released time for professional development. The support providers were released to provide new teacher observations. Materials were purchased and provided to teachers.				

**Actions and Services:** CCUSD will continue to provide all students with materials that are standards aligned. \*Year 1: Math textbook adoption - Select and purchase math materials. \*Year 2: ELA textbook adoption - Select and purchase of ELA materials and implement PD on math materials and purchase consumables. \*Year 3: Science textbook adoption - Select and purchase science materials, purchase math consumables, implement PD on ELA materials and purchase consumables. \*Year 1, 2, & 3: Continue to purchase other materials as necessary.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Math Text Book Adoption (ES)	\$420,000	\$340,786	Base / Reserves	*Year 1 Select and purchase math materials. *Year 2 Purchase consumables. *Year 3 Purchase math consumables. (costs include materials for the language immersion programs)
Math adoption completed.				



**Actions and Services:** With the assistance from technology for learning specialists, CCUSD will develop and coordinate the use of 21st century technology and tools in the classrooms. • Learning management system • Infrastructure setup • Expanded curriculum • Expanded use of technology \*Year 1: Design a technology program that will allow students to access standards aligned curriculum. \*Year 2: Implement the technology program that will allow students to access standards aligned curriculum. \*Year 3: Review and revise the technology program that will allow students to access standards aligned curriculum.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Technology Specialist	\$100,360	\$100,360	Base	Hire and employ a technology specialist

The district implemented the 1<sup>st</sup> year position in CCUSD to meet the technology goals.

Professional Development	\$50,000	\$23,014	Title II	Provide stipends and support to teachers and instructional assistants.
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Professional development in the use of 21 century technology. P.D. includes learning management system training, Google Docs, and technology for teaching.

LMS	\$30,000	\$37,650	Base	Develop a Learning Management System
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A Learning Management System was purchased and implemented with a pilot group of teachers.

Keyboarding Program	\$10,000	\$0	Base	A tech committee composed of teachers and computer lab instructional assistants will evaluate, choose and implement a district-wide keyboarding program.
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A keyboarding program selection has not been finalized.

Technology Plan	\$5,000	\$543	Base	The district will develop a committee of classified and certificate staff to revise and implement the tech plan.
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The Technology committee has met to develop and revise a plan.

**Actions and Services:** The district will maintain a staff of properly credentialed teachers and administrators.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Certificated Staff	\$35,290,209	\$35,290,209	Base	Cost of district certificated staff including benefits.

**Actions and Services:** CCUSD will ensure cleanliness at all sites with a focus on bathroom and recycling/composting/Green Five initiatives. \*Year 1: Continue to provide additional custodial support at each site. \*Year 2: Continue to provide additional custodial support at each site. \*Year 3: Continue to provide additional custodial support at each site.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Additional Custodians	\$105,000	\$105,000	Base	Sites will be provided with additional custodial hours.

Additional custodians were utilized and sites cleanliness and the Green Five initiative was maintained.

<b>Actions and Services:</b> Based on the district needs as outlined in the Master Facilities Plan, CCUSD will keep the facilities in good repair. *Year 1: Develop and clarify the standards of practices of services and expectations for maintenance and custodial staff. *Year 2: Implement the standards of practices and provide professional development to for maintenance and custodial staff. *Year 3: Review and revise the standards of practice for maintenance and custodial staff.				
Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Maintenance and Operations (MOT)	\$0	\$0	Base	No additional expenditures will be incurred as these costs are part of the district's ongoing operational costs.
Standards of practice were adopted from the state guidelines for facility maintenance and have been communicated to maintenance staff.				

**B. Additional Annual Actions**

**Actions and Services:** Provide supplemental assistance and materials including print and 21st century tools and technology. \*Year 1, 2, and 3: Sites will analyze the efficacy of the supplemental assistance and materials and continue to provide the assistance and materials as needed based on pupil outcome data.

<b>Student Group(s):</b> Low income pupils; English learners				
Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Supplemental Materials (sites)	\$0	\$0	LCFF Supplemental	Provide supplemental materials and supplies. (Costs accounted for in Goal 4 Pupil Outcomes)
La Ballona purchased targeted math manipulative. The district purchased leveled readers for all elementary sites. Achieve 3000 was purchased and used at El Rincon, CCMS, and CCHS. Common Core materials were provided to elementary sites. CCMS purchased and used ELD materials and after-school program materials. Computer hardware and materials was purchased for all sites to support technology integration.				
ELA Intervention Materials (sites)	\$25,000	\$25,000	LCFF Supplemental	Intervention materials to be used at the elementary sites to address reading deficiencies.
Guided reading materials to all elementary sites.				
Intervention Reading Library (ES)	\$40,000	\$40,000	LCFF Supplemental	Reading libraries will be purchased for use with the ELA reading interventions.
Educational Services purchased leveled books for Guided Reading Training.				
Reading Coach Stipends (ES)	\$3,500	\$3,500	LCFF Supplemental	Provide stipends for teachers taking on the additional role of reading coaches.
The district is currently developing reading coaches and purchasing materials for demo classrooms.				

**Goal 2:** All staff will receive professional development to enhance PLC collaboration, share best instructional practices and programs, and implement effective 21st century classroom instruction aligned to the California adopted Common Core State Standards (Conditions of Learning).

**Identified Need:**

As we transition from the previously adopted California academic content and performance standards to the Common Core State Standards (CCSS), the district has not fully implemented the CCSS in all grade levels. The following information was used to determine the need for professional development:

- Staff feedback (Educational Effectiveness Survey for teachers)
- Community feedback (CCUSD created surveys and LCAP conversations for all stakeholders)
- Educational Services team and site administration PLCs.

**Identified Metric:**

- Percentage of teachers that participate in PLC focused on student learning (currently 91%)
- Percentage of staff that are provided regular professional development opportunities in order to enhance collaboration (currently 53%).
- Percentage of staff that are provided regular professional development opportunities on effective instruction aligned to the California adopted Common Core State Standards (currently 42%).
- Percentage of staff that are trained on the effective use of technology (currently 31%).

**What will be different/improved for students in 2014-15?**

- The percentage of students that will be taught by teachers that will participate in PLC focused on student learning will increase from 91% to 100%. **Goal not met 86%**
- The percentage of students that will be taught by core staff that participate in regular professional development opportunities in order to enhance collaboration will increase from 53% to 63%. **Goal met 64%**
- The percentage of students that will be taught by core teachers that participate in regular professional development opportunities on effective instruction aligned to the California adopted Common Core State Standards will increase from 42% to 52%. **Goal met 81%**
- The percentage of students that will be taught by core teachers that participate in the opportunity to be trained on the effective use of technology will increase from 31% to 41%. **Goal met 80%**

**Envisioned Changes:**

Professional Development and support for all sites aligned to PLCs & the RTI process including the establishment of essential standards and common formative assessments by subject and grade level.



**A. Annual Actions**

**Actions and Services:** As CCUSD strives for continuous improvement for all staff (certificated and classified), we will further develop our Professional Learning Communities (PLC). \*Year 1: District and site leaders will continue to receive PLC training, & site leaders will collaborate with their grade level or department teams to grow their PLCs. \*Year 2 & 3: District and sites will continue to strengthen their PLCs.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Substitute Costs (BS)	\$60,000	\$18,600	Base	Substitutes will be provided for leadership team release time.
PLC release time was utilized for work with consultants Mike Matos, Anthony Muhammed, and consulting company Solution Tree.				
Contracted Services (BS)	\$54,000	\$26,880	Base	Provide ongoing training for PLC leadership
Services provided through Solution Tree				
Extra Assignment (ES)	\$11,000	\$0	Base	Provide staff with additional assignment hours as needed for school leadership teams professional development.
Sub days for teachers to observe best practices.				
Materials and Supplies (ES)	\$2,000	\$2,000	Base	Provide materials and supplies as needed to implement PLC leadership team professional development.
RTI support materials purchased.				

**Actions and Services:** Develop continued capacity in examining the district's four essential questions. • What do we want our students to learn? • How do we know if they know it? • What do we do if they don't? • What do we do if they do? \*Year 1: Sites will develop and implement a comprehensive Response to Intervention/Instruction (RTI). \*Year 2 & 3: Sites will continue to implement and refine their RTI.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
CCHS Essential Standards and weekly PLC meetings. CCHS RTI – Centaur Plus program created and implemented. CCHS A & A for student athletes. CCMS teacher release time for aligning PLC and teacher observations. CCMS Essential Standards drill down with Matos. CP PLC 2 x per month. Educational Services implementation of RTI.				

**Actions and Services:** CCUSD will implement the Common Core State Standards (CCSS). \*Year 1: Continue to provide PD on the effective implementation of CCSS. Develop and utilize common formative assessments in ELA and math. \*Year 2: Continue to refine and utilize common formative assessments in ELA and math. Expand common formative assessments to other content areas. Review/monitor data and revise instructional strategies and assessments to increase effective teaching of the CCSS and student success. \*Year 3: Continue to provide PD on the effective implementation of CCSS. Continue to refine and utilize common formative assessments in ELA and math. Expand common formative assessments to other content areas. Review/monitor data and revise instructional strategies and assessments to increase effective teaching of the CCSS and student success.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Materials Adoption P.D. (ES)	\$40,000	\$40,000	Common Core year 1 - Title II year 2 and 3	Implement professional development on new materials adopted for ELA and math.

The Elementary Math Adoption Team convened multiple times over four months to review available math curriculum. After thoughtful consideration and conducting demo lessons from the various offerings, and considering teacher and parent input, the team recommended to the Board of Education Math Learning Center's Bridges in Mathematics and Number Corner for adoption. P.D. for the new adoption materials began in April 2015 for district-wide elementary math leads. The two-day Adoption Roll-out and Implementation Professional Development will be offered in June and August 2015 for teachers to participate in.

**Actions and Services:** CCUSD will implement the Next Generation Science Standards (NGSS). \*Year 1: CCUSD will design and implement professional development to expose teachers to the NGSS. \*Year 2: CCUSD will utilize the NGSS in the classrooms while continuing to receive professional development. \*Year 3: CCUSD will review the implementation of the NGSS in the classrooms and provide professional development as necessary.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Materials Adoption P.D. (ES)	\$10,000	\$0	Common Core year 1 - Title II year 2 and 3	Implement professional development on new materials adopted for Next Generation Science Standards
Instructional Assistant (sites)	\$12,700	\$12,700	Base	Implementation of NGSS through STEM at El Rincon

Staff attended Next generation Science Standards Symposiums and the CA STEM Symposium

**Actions and Services:** CCUSD will support professional development on the English Language Development Standards. \*Year 1: CCUSD will design and implement professional development to expose teachers and instructional assistants to the ELD standards. \*Year 2: CCUSD will utilize the ELD standards in the classrooms while continuing to receive professional development. \*Year 3: CCUSD will review the implementation of the ELD standards in the classrooms and provide professional development as necessary.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Materials Adoption P.D. (ES)	\$10,000	\$10,000	Common Core year 1 - Title II year 2 and 3	Implement professional development on new materials adopted for new ELD standards

ELD standards professional development provided at four school sites.

**B. Additional Annual Actions**

**Actions and Services:** CCUSD will continue to provide professional development to enhance instructional practices to close the achievement gap. \*Year 1, 2, & 3: Review and revise the professional development plan to enhance instructional practices.

<b>Student Group(s):</b> Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils				
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>	<b>Note</b>
Educational Specialists (ES)	\$320,000	\$238,140	LCFF Supplemental	Provide educational specialists to develop and provide professional development to enhance instruction.
Two EL Specialists continue to provide district wide support.				
Reading Intervention Materials (ES)	\$20,000	\$20,000	LCFF Supplemental	Materials required to perform professional development
Materials were developed and purchased.				
Reading Intervention PD (ES)	\$30,000	\$30,000	LCFF Supplemental	Substitutes for teachers and instructional assistants for release time and extra assignment hours as needed.
Substitutes were provided for professional development.				
Phase II Reading Intervention Materials (ES)	\$5,000	\$5,000	LCFF Supplemental	Provide materials required for advanced training in ELA reading intervention.
Leveled Literacy Intervention materials were purchased.				
Phase II Reading Intervention PD (ES)	\$15,000	\$15,000	LCFF Supplemental	Substitutes for teachers and instructional assistants for release time and extra assignment hours as needed.
Substitutes were provided for professional development.				



Goal 3: To ensure open access to all courses, all students will be enrolled in all required areas of study to successfully prepare them for college and career (Conditions of Learning).

**Identified Need:**

CCUSD has analyzed data and determined that all students have access to courses to prepare them to be college and career ready. Although students have access, not all students are enrolled or completing the required coursework to be college and career ready. Information was gathered using:

- Enrollment and completion of "a-g" courses
- Graduation rate
- Master schedule
- Staff feedback

**Identified Metric:**

- Percentage of students that have access to courses which prepare them for the transition to college and career readiness as shown in course descriptions and published student pathways (currently 100%).
- Percentage of students that complete courses which prepare them for the transition to college and career readiness as shown in course descriptions and published student pathways (currently 41%).
- Percentage of students that graduate (currently 91%).

**What will be different/improved for students in 2014-15?**

- The percentage of students that will have access to courses which prepare them for college and career readiness will remain at 100%. **Goal met**
- The percentage of students that will complete the required courses to be on track for college and career readiness based on their grade level will increase from 41% to 45% **Goal met 46.8%**
- The percentage of students that will graduate will increase from 91.3% to 92%. **Goal not met 91.4%**

**Envisioned Changes:**

1. Expand alternative education / non-traditional options and pathways for MS and HS students (staff, counselor, classes, etc.)
2. Expand access to I Academy.
3. Expand access & offerings for all CCMS "ready" students in foreign language, math, and science.
4. Expand access and offerings (i.e. summer and 7 period day) so students needing additional support have access to all a-g offerings.

**A. Annual Actions**

Expenditures		Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (Sites)		\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
Development / alignment of essential standards, common / formative assessments at sites. Leadership team expansion at sites.					

**Actions and Services:** CCUSD will ensure access to the CCSS for all students with the same rigorous coursework regardless of program placement. \*Years 1, 2, & 3: Sites will ensure that all teachers are implementing the CCSS in their classrooms.

**Actions and Services:** CCUSD will successfully prepare all students for college and career by providing pathways to acceleration. • Math • Foreign Language • Science • Advanced Placement (AP) • ART • Career Technical Education(CTE) \*Year 1: Implement the new Math Acceleration pathway. Implement the Dual Language (Spanish and Japanese) Program pathways. Continue to analyze, revise, and define pathways for students to ensure student access. Develop and define pathways for acceleration for all subjects. \* Year 2 & 3: Continue to analyze, revise, and define pathways for students to ensure student access. Implement, review and revise pathways for acceleration for all subjects.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Pathway Development (Sites)	\$6,500	\$6,500	Common Core and Title II	The district will provide subs for release time to leadership teams and/or additional extra assignment hours to assess pathways.

Math, foreign language, & science curriculum committees met. New and current pathways (Honors, college and career, DLP) were designed or modified, finalized, and communicated.

**Actions and Services:** CCUSD will ensure all students have access to a-g classes: \*Years 1, 2, & 3: Conduct data analysis and eliminate barriers to a-g courses for all students.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

Initial analysis of a-g revealed additional need for EL students and options to make up "D" grades in classes. Access to classes is 100%.

**Actions and Services:** CCUSD will provide equitable access to arts education for all students in a sequential, articulated program that includes visual art, dance, music, theater, and media arts per district art matrix.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Music Teacher (ES)	\$55,000	\$55,000	Base	Employ a K- 12 music teacher to implement and enhance music throughout the district.
Visual Arts K-8 (Sites)	\$30,000	\$30,000	Base and Donations	Expand the K-8 visual arts programs throughout the district. Funding provided through general fund (\$2,000 per site) and donations (\$3,000 per site).

An additional vocal music teacher continued to provide services to schools.

All sites have expanded their visual arts programs based on site goals and needs. CCMS added a digital photography program. ER expanded STEM based visual art. LH, EM, and Farr used funding for art consultant. LB used funding for program through STAR.



**Actions and Services:** Sites will disaggregate data and ensure open access to a-g, Advanced Placement, honors, and the Arts Integration Program classes for all students.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
Additional pathways for acceleration, open access to Honors & AP completed. Opening additional summer options to expand access and choice for students based on data review.				

**B. Additional Annual Actions**

**Actions and Services:** CCUSD will utilize disaggregated data to provide supplemental services and materials to ensure access to the CCSS. \*Year 1, 2, & 3: Sites will use data to provide supplemental services and materials as needed.

Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils				
Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Development for Teachers (ES)	\$0	\$0	LCFF Supplemental	Professional Development for Teachers - Cost accounted for in Goal 4 - Pupil Outcomes
Professional development has been provided to the middle school and the secondary sites have attended multiple conferences.				

Goal 4: Every student will progress academically through each grade level ensuring college and career readiness by the end of 12th grade (Pupil Outcomes).

**Identified Need:**

CCUSD has analyzed data and determined that all of our students are progressing academically. However, not all students are progressing at a rate that will ensure college and career readiness by the end of 12th grade. Data were gathered using:

- a-g completion rate
  - Standardized test results
  - Graduation rate
  - Progress of English Language Learners (EL) toward English Proficiency
  - EL Reclassification rate
  - Advanced Placement scores
  - EAP results
  - AYP and API Scores
- Identified Metric:**
- Percentage of students completing a-g (currently 41%)
  - Percentage of students graduating (currently 91%)
  - Percentage of English Language Learners (EL) progressing of toward English Proficiency (currently 63%)
  - EL Reclassification rate (currently 18%)
  - Students earning a 3 or better on the Advanced Placement exams (currently 76%)
  - Percentage of students "Ready for College" in ELA based on the EAP (currently 39%)
  - Percentage of students "Ready for College" in math based on the EAP (currently 34%)
  - Percentage of students "Proficient" in math based on state testing (currently 74%)
  - Percentage of students "Proficient" in ELA based on state testing (currently 72%)
  - Percentage of students "Proficient" on district common assessments of essential standards (no current data)

**What will be different/improved for students in 2014-15?**

- The percentage of students that will complete all a-g coursework will increase from 41% to 43%. **Goal met 46.8%**
- The percentage of students that will graduate will increase from 91.3% to 92% **Goal not met 91.4%**
- The percentage of English Language Learners (EL) progressing of toward English Proficiency will increase from 63% to 65% **Goal not met 61.6%**
- The percentage of English Language Learners (EL) that will reclassify will remain at 15% or higher. **Goal met 19.7%**
- The percentage of students that earn a 3 or better on the Advanced Placement exams will increase from 76% to 77%. **Goal met 79%**
- The percentage of students that will be "Ready for College" in ELA based on the EAP will increase from 39% to 41%. **Goal met 53%**
- The percentage of students "Proficient" in math will not be measured this year. (No metric available)
- The percentage of students "Proficient" in ELA will not be measured this year. (No metric available)
- The percentage of students "Proficient" on district common assessments of essential standards baseline data will be determined.

**Envisioned Changes:**

As achievement data will be available for the first time in two years, a big focus will be on an analysis of our first CAASPP assessment. Targeted changes to our EL program include a K-8 summer school program, addition of site EL department chairs, and benchmarked quarterly analysis of EL progress. Finally, an expansion of targeted intervention K-12 will occur including a more targeted focus on credit deficient students (grad rate) and non a-g qualifiers.

**A. Annual Actions**

**Actions and Services:** CCUSD will continue to appropriately place and support all students to ensure they will progress academically through each grade level.  
 \*Year 1: Analyze data to refine support for student achievement. \*Year 2 & 3: Continue to analyze data to refine support for student achievement.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Student Achievement School Allocation (Sites)	\$425,000	\$387,108	Base	Each site will develop their Single Plan for Student Achievement to specify how funding will be allocated to meet this Action.
Each site developed a Single Plan allocating \$63.83 per student to raise student achievement				
Professional Learning Communities (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

Elementary sites meet weekly for 60-90 minutes, CCMS has implemented CCGI, CCMS has planning meetings 3 x per month to address essential standards and interventions. CCMS running records, common assessments, PAWS time. CCHS PLC meets 3x per month by subject. Alt Ed has individualized self-paced courses.

**Actions and Services:** CCUSD will continue to provide professional development for teaching content, building capacity, and improving instruction. \*Year 1: Review data, design and implement a comprehensive professional development program (e.g. Guided Reading, CCSS implementation, BTSA /PAR, Arts Integration Program, GATE, etc.) \*Year 2 & 3: Review data and continue to implement a comprehensive professional development program based on results.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Instructional Specialists (ES)	\$206,500	\$206,500	Common Core, Base and Title II	Instructional Specialists will be utilized to design and implement a district wide professional development program for teachers and instructional assistants.
Two instructional specialists continue to provide Common Core training.				
Arts Integration Program (AIP) (ES)	\$10,000	\$4,725	Base	Funding for the Los Angeles Music Center AIP program for grades 2-5 at all elementary sites.
The Final site completed training				

**Actions and Services:** Continue to implement the Math Leadership Core (MLC) at the secondary sites to improve instruction and student outcomes. \*Year 1, 2, & 3: Increase the number of teachers participating in the training and implementation of MLC.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Instructional Coaching (Sites)	\$83,612	\$83,612	Base	.5 FTE teacher for CCMS and .5 FTE teacher for CCHS
CCHS 1 FTE for MLD 1 instructional coach for math (4 sections) and .8 for CCMS				

<b>Actions and Services: Expand the math professional development through the ART of TEACHING at the elementary sites. *Year 1, 2, &amp; 3: Increase the number of sites, teachers and mentors participating in the ART of TEACHING with the use of Cognitive Guided Instruction (CGI.)</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Substitutes (ES)	\$10,000	\$14,448	Base
Provide subs for release time to train additional teachers in the ART of TEACHING.			
Substitutes have been provided for the Art of Teaching and CGI.			

<b>Actions and Services: Continue to train our administrators and teacher leaders to become experts in data analysis (e.g. School City, Aeries, etc.)</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
SchoolCity STARS Software (ES)	\$39,000	\$31,139	Base
Utilize SchoolCity to assist staff with data analysis			
Software has been provided to administrators and teachers. Training has been provided to administrators.			

<b>Actions and Services: CCUSD will continue to provide targeted feedback to students using standards based assessments. Years 1, 2, &amp; 3: Provide students with timely feedback based on assessment results. • Rubrics • Learning targets</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Professional Learning Communities (Sites)	\$0	\$0	Base
Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.			
Common formative assessments were created. K-12 math focus in 14-15.			

<b>Actions and Services: Continue the development and implementation of effective Professional Learning Community teams with the focus on "what do we do when students don't learn, and what do we do when they do?" (Question 3 and 4.) *Year 1: PLCs will review data by student and by standard/need to ensure success for all. *Year 2 &amp; 3: PLCs will review individual and group student outcomes and address their needs to ensure success.</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
PLC (Sites)	\$0	\$0	Base
Refer back to Goal 2 for expenditures			
Through PLC, All sited initiated intervention and enrichment within the school day based on the work of PLC's.			



**Actions and Services:** CCUSD will ensure students are college and career ready and successfully complete a-g requirements. \*Year 1: PLCs will review data by student and by standard/need to ensure success for all. \*Year 2 & 3: PLCs will review individual and group student outcomes and address their needs to ensure success.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
CCMS AVID college week, 5 <sup>th</sup> grade college unit and college visits.				
Additional Support (Sites)	\$62,100	\$17,261	Base	Additional support will be provided through a .5 FTE teacher to each Title I site.
Additional time beyond PLC was utilized for additional intervention support.				

**Actions and Services:** CCUSD will continue to review district physical education programs to encourage all students to be healthy. \* Year 1, 2, & 3: Sites will review data results including student performance on the California Physical Fitness Test and revise programs as needed.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Physical Education PLC (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
Alt Ed YMCA partnership. PE PLC at LH 2 X per month. CCMS expanded and aligned 6-8 <sup>th</sup> grade PE curriculum.				

**Actions and Services:** CCUSD will provide students with Linked to Learning opportunities (connecting strong academics with real world experiences) through all classes including career and technical education (CTE) AVPA, and ROP. \*Year 1, 2, & 3: Sites will provide Linked to Learning opportunity that are aligned the new standards for Career Ready Practice.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
CTE Programs (Sites)	\$26,812	\$26,812	Perkins	Funding will continue to be allocated to implement and improve CTE programs.
Perkins funding has been utilized to enhance CTE classes at CCHS. New CTE classes were formed (IT Essentials)				
ROP Programs (Sites)	\$0	\$0	Los Angeles County ROP	ROP programs will continue to be implemented.
Alt Ed partnership with CCHS ROP				

**Actions and Services:** Increase opportunities for students to perform community service. \* Year 1, 2, & 3: Sites and the district will continue to partner with the community and businesses to increase community service opportunities.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Partnerships (Sites)	\$0	\$0	Base	Sites will work with the community to develop partnerships. No expenditures required.
School Beautification partnership with Sony. CP K9 program, Greener way, Kids Summer, YMCA, and La Ballona Read. New internship development in partnership with the City of Culver City, CCUSD, and the Chamber of Commerce.				

**Actions and Services:** Increase enrollment in AVID and expand the use of AVID strategies schoolwide at secondary sites. \*Year 1, 2, & 3: Continue to expand the AVID programs at the secondary sites.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
AVID dues (ES)	\$7,000	\$8,188	Base	Site membership costs
AVID dues were paid for the middle school and high school.				

**Actions and Services:** CCUSD will continue to provide students with the opportunity to become fluent in Japanese or Spanish.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Elementary Support (Sites)	\$144,940	\$144,940	Base	Provide additional elementary support to include 1 FTE teacher at La Ballona and 1 FTE teacher at El Marino
Two FTE positions have been filled.				
CCMS Expansion (Sites)	\$23,250	\$23,250	Base	Provide an additional 4 FTE teacher.
CCMS Expansion position was filled.				
La Ballona 5th grade Immersion (Sites)	\$79,760	\$79,760	Base	Expand La Ballona immersion program to 5th grade.
Program was expanded to 5 <sup>th</sup> grade.				
Secondary Articulation (Sites)	\$3,000	\$0	Base	Support for expansion and alignment of secondary Dual Language Program (Spanish)
Funding not utilized but articulation was conducted. Pathway to Biliteracy 5 <sup>th</sup> and 8 <sup>th</sup> grade implementation, purchase of Spanish core books for 4 <sup>th</sup> , 5 <sup>th</sup> , and 8 <sup>th</sup> grade and 8 <sup>th</sup> grade Japanese.				

**B. Additional Annual Actions**

**Actions and Services:** CCUSD will continue to provide intervention support to ensure success for students including: • Initial data analysis for selection of students in intervention programs • PD for teachers (see Implementation of State Standards) • Supplemental materials (see Basic Services) • Intervention structure to monitor student progress • Refine interventions based on evidence.

<b>Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Parent Education - Site Allocation	\$50,000	\$1,362	LCFF Supplemental
CCMS Parent Engagement Night, parent meetings for 5 <sup>th</sup> , 6 <sup>th</sup> , immersion, honors, and college. School Smarts program at LB. LH 1 <sup>st</sup> Generation College Student Parent Night and CGI PD with parents. CCHS Parent Engagement Night, Welcome CCC Parent night, and all sites had ELAC meetings.			
Professional Development - Site Allocation	\$150,000	\$92,236	LCFF Supplemental
PD included CGI, PLC days, instructional rounds, and coaching			
Online Materials - Site Allocation	\$100,000	\$37,073	LCFF Supplemental
ST Math, Accelerated Reader & RAZZ Readers			
Print Materials - Site Allocation	\$100,000	\$80,779	LCFF Supplemental
Materials for Guided Reading / Intervention			
Personnel - Site Allocation	\$150,000	\$71,695	LCFF Supplemental
PAWS Time , CCHS .4 FTE Intervention Coordinator.			
Technology - Site Allocation	\$50,000	\$214,557	LCFF Supplemental
Chromebook Carts & iPads			
Instructional Assistants	\$150,000	\$150,000	LCFF Supplemental

Although specific mention of expenditures may be in other goal areas of the LCAP, all expenditures related to intervention support are listed here.

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8 positions (3.9 hours per day) to provide targeted intervention and support for students.



Each site received EL instructional assistant support.			
AVID Tutors	\$7,000	\$7,000	LCFF Supplemental
Tutors were hired and provided to the middle school and high school.			
Intervention Technology (ES)	\$45,000	\$45,000	LCFF Supplemental
Chromebook Carts and iPads			
Intervention to Increase Students' Lexile Levels	\$15,000	\$15,000	LCFF Supplemental
Software was purchased and utilized (Achieve 3000)			
Math Coach	\$0	\$0	Grant
Four math coaches have been provided under a grant.			
District Supported RTI (ES)	\$153,928	\$5,859	LCFF Supplemental
District P.D. related to RTI			
Mattos and Muhammad provided district-wide professional development related to RTI. Most of the funding paid out of base.			

Actions and Services: CCUSD Will continue to monitor Redesignated Fluent English Proficient students and provide intervention support.			
Expenditures	Year 1 2014-2015	Expenditures	Funding Source
RFEP Monitoring (ES)	\$15,000	\$12,123	LCFF Supplemental
Elementary ELD department chair stipend positions were created to assist with the reclassification process and the monitoring of RFEP students.			
RFEP Intervention (ES)	\$0	\$0	LCFF Supplemental
Addressed in other actions and services in Goal 4			
Parent literacy workshops are continuing to be conducted.			

Actions and Services: CCUSD will provide intervention support as needed during the summer and before and after school.			
Student Group(s): English learners; Redesignated fluent English proficient pupils			
Expenditures	Year 1 2014-2015	Expenditures	Funding Source
Interventions Beyond the Bell (ES)	\$15,000	\$15,000	LCFF Supplemental
CCUSD will provide intervention support as needed during the summer and before and after school.			
CCMS before and after school intervention. Spring Break Intervention and credit recovery			



Project STELLAR Summer School (ES)	\$8,000	\$6,717	LCFF Supplemental	CCUSD will work in partnership with LMU to provide a summer intervention program for potential Long Term English Language Learners.
Summer program was provided.				

<b>Actions and Services:</b> CCUSD will ensure success for special populations in immersion classes (including special needs).				
<b>Student Group(s):</b> English learners; Redesignated fluent English proficient pupils				
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>	<b>Note</b>
Immersion Support PD (ES)	\$15,000	\$13,958	LCFF Supplemental	Attend a professional development conference to include collaboration that focuses on English learner and special education population support.
Four elementary teachers, two middle school teachers, administrators, and one program specialist attended the Immersion Conference in October.				

Goal 5: Engage, inform, and educate all stakeholders (Engagement).

**Identified Need:**

CCUSD has continued to engage, educate, and inform our stakeholders. However, the review of the data revealed a need to increase stakeholder involvement. The following information was used to determine the need for stakeholder involvement:

- Stakeholder Surveys
- Input from PTA, Booster clubs, ELAC, DELAC, School Site Councils, Culver City Education Foundation, community workshops and other parent forums

**Identified Metric:**

- Survey results on the district's efforts to seek parent input for decisions and parent participation (currently 59% of respondents agree that CCUSD seeks community input and promotes participation of all stakeholders in the decision making process for identifying, planning and implementing the educational program.)

**What will be different/improved for students in 2014-15?**

- Survey results on the district's efforts to seek parent input for decisions and parent participation will increase from 59% to 61% **Goal met 61%**
- The percentage of parent involvement and family activities Linked to Learning (connecting families to teaching and learning goals) will be at 50% **Goal met greater than 50%**

**Envisioned Changes:**

Increase parent night options and choices. Put in place a monitoring system to more accurately report Linked to Learning activities. Continue to emphasize Linked to Learning opportunities for parents including key targeted groups.

**A. Annual Actions**

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Parent Communication (Sites)	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funding.
Parents reported an increase in input with an emphasis on PACE messages, mailings, parent engagement nights, ELAC, Site Council, 8th grade orientation, school tours, and coffee & chats. Guest speakers have been invited and spoke with EL families on community concerns.				

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Linked to Learning (Sites)	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funding.
Over 50% of all parent activities included Linked to Learning parent education for GATE parents, technology training, California Standards and college and career planning.				

**Actions and Services:** Expand parent education based on parent feedback to increase the capabilities, connections, cognition, and confidence of our parents (USDE Partners in Education: Framework Program Goals). • ABI access / parent portal • Common Core • College and career • Math • ELA / ELD • Parenting classes • Adult education (GED, HS Diploma, ESL)

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Parent Education (Sites)	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funding.

The adult school provided. ESL, High School Diploma, Adult Basic Education, and GED classes. Parent Engagement Night, parent newsletters. LB School, and multiple parent education nights that included reading, college awareness, science, etc. were presented at sites throughout the year.

**Actions and Services:** Expand email system to all district employees to improve stakeholder communication

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Expansion of Email System (IT)	\$0	\$0	Base	Provide email access to all district employees

All students and site personnel have been provided with district email to facilitate communication.

**B. Additional Annual Actions**

**Actions and Services:** Continue to provide parent education.

**Student Group(s):** Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Staffing for Parent Education (Sites)	\$0	\$0	LCFF Supplemental	Costs accounted for in Goal 4 Pupil Outcomes

District and site staff conducted parent training and provided resources on English Learner services and programs. Parent education offerings included District-wide CELDT Workshop, ELAC/DELAC training, SBAC workshops, and Reading Strategies parent classes

Materials and Supplies (Sites)	Year 1 2014-2015	Expenditures	Funding Source	Note
	\$0	\$0	LCFF Supplemental	Costs accounted for in Goal 4 Pupil Outcomes

District supported sites in the purchase of books and materials to continue literacy skills development in both English and Spanish.

Actions and Services: Sites will continue to provide additional opportunities for families to get involved.				
Student Group(s): Low income pupils; English learners; Redesignated fluent English proficient pupils				
Expenditures	Year 1 2014-2016	Expenditures	Funding Source	Note
Staffing (Sites)	\$0	\$0	LCFF Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
<p>District has provided parent training to encourage parent engagement and volunteerism at sites. To build on parent volunteer skills, workshops on oral language, vocabulary development and reading comprehension have been shared. To foster parent engagement, Parent Nights, Reading Club and Latino Family Literacy workshops have been made available. Additionally, District provided opportunities for parents to attend educational conferences such as CAFE, La Jornada Pedagogica Conference at Loyola Marymount University.</p>				
Materials and Supplies (Sites)	\$0	\$0	LCFF Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
<p>District has supported sites in the purchase of books, material and, supplies to grow family engagement and parent participation.</p>				

Goal 6: Ensure every student is connected to school through academics, athletics, activities, the arts and/or a relationship with a caring adult (Engagement).

**Identified Need:**

Although the majority of our students are connected through academics, athletics, activities and the arts, the need to increase student engagement was identified using the following:

- Stakeholder surveys
- School attendance
- Chronic absenteeism
- Annual adjusted grade 9-12 dropout rate
- High school graduation rate

**Identified Metric:**

- Percentage of student engagement based on stakeholder surveys (currently 81%)
- School attendance rate (currently 96.24%)
- Chronic absenteeism of 5.03%
- Culver City High School annual adjusted grade 9-12 dropout rate of 2.1%
- Culver City Middle School annual dropout rate of .15%
- High school graduation rate 91%

**What will be different/improved for students in 2014-15?**

- Percentage of student engagement based on stakeholder surveys increase from 81% to 82% **Goal not met 79%**
- School attendance rate to increase from 96.24% to 96.5% **Goal not met 96.38%**
- Chronic absenteeism will decrease from 5.03% to 4.5% **Goal met 3.9%**
- The Culver City High School annual adjusted Grade 9-12 dropout rate will decrease from 2.1% to 1.5% **Goal not met 1.8%**
- The Culver City Middle School annual dropout rate will remain below .16% **Goal met**
- High school graduation rate increase from 91.3% to 92% **Goal not met 91.4%**

**Envisioned Changes:**

Create a tiered engagement and intervention program that includes matriculation (Elementary to MS and MS to HS) orientation, summer intensives (for identified students) and/or targeted assistance for struggling student (attendance, academics and/or social/emotional).

**A. Annual Actions**

Actions and Services: Sites will analyze graduation rates, dropouts, and chronic absenteeism by student to address the needs of at-risk students.				
Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Professional Learning Communities (Sites)	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
Student support meetings were held to identify strategy implementation. PLCs met weekly to discuss student achievement.				



<b>Actions and Services:</b> The district will utilize multiple programs to reduce the number of non-graduates and dropouts through: • Credit recovery • I Academy • Continuation High School • Summer School			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Credit Recovery Programs	\$0	\$6,4820	Base
High school blended ROP for Alt Ed. CCHS held summer school. We initiated a 1 <sup>st</sup> time spring break 4 <sup>th</sup> quarter credit recovery program.			
Instructional Specialist	\$103,250	\$103,250	Base
The addition of an instructional specialist is required due to the expansion of these additional student support programs.			
The specialist position was integrated into the continuation high school and IAcademy.			
iAcademy Teacher	\$103,250	\$103,250	Base
The creation of the iAcademy necessitates the hiring of 1 teacher.			
The iAcademy teacher supports both full time iAcademy students as well as credit recovery options for CCHS students.			

<b>Actions and Services:</b> CCUSD will expand family and student support services by redefining the district's role in student support activities and evaluating and responding to the student needs. • Crisis intervention • Whole Child Programs • Mental health Services • Medical health services • School counseling • Link families with social services			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Director For School and Family Support Services (FSS)	\$139,876	\$139,876	Base
Restructuring of Pupil Services into School and Family Support Services includes the position change to the Director For School and Family Support Services and no additional cost			
Position was restructured			
Administrative Assistant For School and Family Support Services (FSS)	\$50,513	\$50,513	Base
Restructuring of Pupil Services into School and Family Support Services includes the addition of Administrative Assistant For School and Family Support Services			
Position added and hired.			

**Actions and Services:** As CCUSD ensures that every student is connected to school, sites will continue to offer a variety of activities (Arts programs, clubs, and athletics).

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Continuing of Existing Programs (Sites)	\$0	\$0	Base	The district will utilize existing programs at no additional cost.

CP have Artworx LA, K9, YMCA, Greener Way, and UCLA partnerships. CCHS has grown ASB activities before, during and after school. CCMS after school athletics, intermurals, after school programs, arts integration, YSF, expansion and articulation with high school of music and choir. FAAST classes. All grade levels have arts embedded in the day.

**Actions and Services:** Sites will continue to provide student intervention and enrichment by reviewing and revising current programs to increase access • AEIOU (CCMS) • Peer tutoring (CCHS) • Elementary intervention • AVID (secondary) • Arts Education • Project Based Learning • Career & Technical Education

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Intervention and Enrichment (Sites)	\$0	\$0	Base	The district will utilize existing programs at no additional cost.

AVID programs are in place at the middle school and high school. All sites have intervention time embedded into the school day. CCMS has PAWS and AVID CCHS started with the implementation of their TEAM 9 & 10 classes. These students, who were in 8th and 9th grade last year, needed some extra help and were enrolled in a class with our senior Chirons serving as 1:1 advisors. We have seen phenomenal results among many of these 9th and 10th graders. We recently reviewed the semester GPA's of the current 10th graders in the class and compared them to their 9th grade GPA's. Every student in the class raised their GPA from freshman year and here are some examples of their improvements.

**Actions and Services:** Sites will ensure that every student is connected to a caring adult.

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Big Brother / Big Sister (Sites)	\$0	\$0	Base	The district will partner with the Big Brother and Big Sister Programs to provide mentors for our students.

The district partnered with the Big Brother and Big Sister Programs to provide mentors for our students at one elementary site and is currently supporting 10 students.

**B. Additional Annual Actions**

**Actions and Services:** CCUSD will expand family and student support services for foster youth by evaluating and responding to their individual needs.

Student Group(s): Foster youth				
Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Additional Support (FSS)	\$1,000	\$0	LCFF Supplemental	Funding to provide basic supplies for foster youth

Identified foster youth and made recommendations for tutoring and additional services.

**Actions and Services: Provide an intervention counselor for the elementary sites**

**Student Group(s): Low income pupils; Foster youth**

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Intervention Counselor (Sites)	\$60,000	\$0	LCFF Supplemental	1.0 FTE counselor

Analysis of need continues. Hiring of position delayed until 2015-2016 school year.



Goal 7: Provide a school environment which establishes physical and cultivates emotional security, facilitates responsible decision making, and ensures learning (Engagement).

**Identified Need:**

Based on the analysis of data, CCUSD students and staff generally feel physically and emotionally secure. Furthermore, CCUSD facilitates responsible decision making, and ensures learning. However, the data also show that there is room for improvement.

- Staff feedback
- Community feedback
- Student and staff surveys including CCUSD created surveys, California Healthy Kids Survey and the Educational Effectiveness Survey
- Student Information System

**Identified Metric:**

- Student Suspension rate (currently 2% districtwide)
- Student Expulsion rate (currently 3 students districtwide or .04%)
- The California Health Kids Survey showed that, on the average, 71% of students felt safe or very safe at school.
- The California Health Kids Survey showed that, on the average, 62% of students responded "Pretty much true" or above to the statement "At my school, there is a teacher or some other adult who really cares about me."
- According to the CCUSD created survey, 78% of the respondents agree that "CCUSD schools provide a physically safe environment."
- According to the CCUSD created survey, 64% of the respondents agree that "CCUSD schools provide an environment which cultivates emotional security."
- According to the CCUSD created survey, 69% of the respondents agree that "CCUSD schools provide a school environment which encourages responsible decision-making."
- According to the CCUSD created survey, 89% of the respondents agree that "CCUSD provides a school environment centered on learning."

**What will be different/improved for students in 2014-15?**

- Student Suspension rate decrease from 2% to 1.5% Goal not met remained at 2%
- Student Expulsion rate to remain at almost 0% Goal met
- Based on survey results, students reporting feeling safe will increase from 71% to 73%. Goal not met remained at 70%
- Based on survey results, students reporting that there is a teacher or some other adult who really cares about them will increase from 62% to 64%. Goal not met remained at 56%
- Based on survey results, students reporting that CCUSD schools provide a physically safe environment will increase from 78% to 80%. Goal met 88%
- Based on survey results, students reporting that CCUSD schools provide an environment which cultivates emotional security will increase from 64% to 66% Goal met 75%
- Based on survey results, students reporting that CCUSD schools provide a school environment which encourages responsible decision-making will increase from 69% to 71%. Goal not met 88%
- Based on survey results, students reporting that CCUSD provides a school environment centered on learning will increase from 89% to 90%. Goal not met 88%

**Envisioned Changes:**

Staffing increases in security to support physical safety of our students and a district-centered PBIS focus to support responsible decision making by involving more staff in training and implementation.

<b>Actions and Services: Provide a secure and safe environment through controlled access points, visible security guards, gates surveillance, PA system, etc.</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Professional Development (Security)	\$5,000	\$8,000	Base
Security has professional development led by the director of security every Wednesday and a district-wide disaster preparedness training during pupil free day.			
			<b>Note</b>
			PD for security related to school climate and safety

<b>Actions and Services: Continue to collaborate with local agencies to increase the effectiveness of school safety plans (e.g. CCPD) and training of staff in Community Emergency Response Teams (CERT).</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
CERT Training (Security)	\$2,000	\$2,206	Base
District-wide disaster preparedness training during pupil free day.			
			<b>Note</b>
			Providing substitutes for district staff to be CERT certified

<b>Actions and Services: Connect students to local resources to support their health and welfare. • Summer lunch program • Backpacks • Culver Closet • Etc.</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Expanding Resources (FSS)	\$0	\$0	Base
Local donations and grants allowed for an expansion of health services, our summer lunch program, backpack weekend food, and our clothes bank.			
			<b>Note</b>
			The district will utilize existing programs at no additional cost.

<b>Actions and Services: Sites will review, revise, and expand as needed programs that encourage positive behavior (i.e. "Be Nice," Positive Behavior Intervention and Supports, and other means of correction).</b>			
<b>Expenditures</b>	<b>Year 1 2014-2015</b>	<b>Expenditures</b>	<b>Funding Source</b>
Positive Programs (Sites)	\$0	\$16,731	Base
PBIS and Character Counts expansion through the purchase of SEL programs, family center, lunch bunch programs, and additional trainings. Expanded Positive incentive based initiatives at all sites.			
			<b>Note</b>
			The district will utilize and expand existing programs at no additional cost.

**B. Additional Annual Actions**

**Actions and Services:** Sites will cultivate a positive environment. \*Years 1, 2, & 3: Sites will continue to develop and provide additional resources to cultivate a positive school environment. Other means of correction contracts at CCHS. Pursuing victory with honor program at CCHS.

**Student Group(s):** Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils

Expenditures	Year 1 2014-2015	Expenditures	Funding Source	Note
Positive Environment (Sites)	\$0	\$0	Supplemental	The district will utilize and expand existing programs at no additional cost.
Focused effort to train staff on creating a positive environment by participating in Character education.				

## Section 1: Stakeholder Engagement

**(Guiding Question 1** How have applicable stakeholders (e.g., parents and pupils, including parents of unduplicated pupils and unduplicated pupils identified in Education Code section 42238.01; community members; local bargaining units; LEA personnel; county child welfare agencies; county office of education foster youth services programs, court-appointed special advocates, and other foster youth stakeholders; community organizations representing English learners; and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?)

After the approval of the first LCAP in June 2015, many groups have been engaged and involved in the implementation, review, and revision of the document.

First, there was a strategic decision to coordinate site single plans for student achievement (SPSA) with the LCAP. A new SPSA template was designed that aligned with the seven LCAP goals. Key areas of the LCAP were identified for sites to ensure their addition into site plans. Administrative and School Site Council training was held and initial implementation of the LCAP began.

Throughout the 2014-2015 school year, LCAP updates were provided via school board meetings that included programmatic and budget information. Close coordination between Educational Services and Business Services occurred and multiple meetings were held to establish budget and reporting protocols.

Beginning in February 2015, we began the review process of our LCAP, collecting metrics and having each stakeholder responsible for areas of the LCAP to provide a written update. This began the review process and informed our revision of the LCAP. The metrics and updates were publicized and the district LCAP Advisory Committee reviewed the documents.

Similar to the 2013-2014 school year, surveys were administered to students, parents, and staff. Meetings were held at the district-level via DELAC, board workshops, and the district LCAP Advisory Committee.

A room designated for LCAP review, revision, and communication was established for all stakeholders to visit. Working copies of the LCAP were kept up throughout the room, blown up on large posters, for all to see and provide feedback.

One goal from our first LCAP process was to increase involvement and input from our stakeholders. We shifted our focus from holding predominantly district-level meetings to the school sites believing that stakeholders are more comfortable at their local site. School sites mirrored the work at the district, hung posters of their SPSA's and worked with teachers, PTA, School site council, ELAC, and booster groups to solicit feedback. Representatives from each of these groups, from each site, attended a board workshop to ensure that the LCAP met their site and students' needs.

All of our conversations focused on the following:

Based on the evidence,

1. What are we doing well that we need to continue to do?
2. What are we doing that we need to improve?
3. What aren't we doing that we should be? And,
4. What should we stop doing?

Our district LCAP advisory committee expanded and includes representatives from our English Learner population, low income population, foster youth population, PTA, Parent Advisory groups, unions, and students. They met throughout the process to advise the district and provide additional input on the development of the LCAP. On May 26, 2015, they approved Culver City's LCAP and recommended board approval.

**(Guiding Question 2, 6 & 7 How have stakeholders and pupils been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP? How has stakeholder involvement been continued and supported)**

In addition to the work described above, stakeholders were engaged and involved over the course of five months in developing, reviewing, and recommending changes to the LCAP through the following meetings:

- District English Language Advisory Committee Meetings (DELAC)
- Site English Language Advisory Committee Meetings (ELAC)
- Site and level PTA meetings
- Site and district office departmental staff meetings
- Administrative Council and Principal meetings
- Board Meetings
- LCAP Board Workshops
- District Advisory Committee Meetings (Arts, College and Career, Culver City Compact)
- Student advisory meetings
- Surveys to students, staff, parents, and community members

**(Guiding Question 3** What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process? How was the information made available?)

Data including graduation rate, CELDT, AMAO, dropout rate and other state and local indicators from multiple sources including student information systems and the department of education were shared with stakeholders to inform their decision making process. Surveys were also sent out to all stakeholders and collected both online and in hard copy format. The results were analyzed by stakeholders and utilized to confirm our areas of need based on the goal.

A three-page metrics handout was designed and developed to make the data/metrics easier to review by our multiple stakeholder groups. This "metrics cheat sheet" color codes whether we met each metric (green = met, red = not met) and was an integral part of LCAP revision discussions.

The superintendent designee presented the LCAP to the parent advisory committee established pursuant to Section 52063 for review and comment on May 26, 2015. The superintendent designee responded, in writing, to comments received from the parent advisory committee.

**(Guiding Question 4)**

Throughout the editing process, many changes were made as a result of feedback from our stakeholder groups including:

- Incorporating our Immersion programs adequately throughout the LCAP including the new California Standards, professional development, and materials adoption (goals 1 and 4)
- Adding greater specificity within the budget and utilizing the notes section to aid in understanding (goals 1-7)
- Spiraling the district-wide emphasis in arts education throughout the plan (Goals 1-7)
- The expansion of site EL support (Goals 1-7)
- Additional fiscal support to increase access (Goal 3)
- Adding greater specificity within metrics to disaggregate graduation rate and CAHSEE data by ethnicity and program (Goal 4)
- Tightening up the latitude given to sites to support intervention to include allowable categories of spending (goal 4)
- Tightening up the latitude given to sites for supplemental allocations requiring specific EL, LI, and Foster Youth expenditures (Goal 4)
- The expansion of common core math coaching support (Goal 4)
- The need to continue parent education & Linked to Learning activities (Goal 5)
- The expansion of areas to ensure an increase in engagement (goal 6)
- The addition of counseling support (goal 6).
- The focus on PBIS and Kids at Hope, Pursuing Victory with Honor, and Character Counts Education (goal 7)

**(Guiding Question 5** What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to Education Code sections 52062, 52068, and 47606.5, including engagement with representatives of parents and guardians of pupils identified in Education Code section 42238.01?)

- The superintendent designee presented the LCAP to the English learner parent advisory committee pursuant to Section 52063 on May 26, 2015, for review and comment. The superintendent designee responded, in writing, to comments received from the English learner parent advisory committee.
- The superintendent designee notified members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP, using a newspaper add, posted notices of meetings and communication through school sites.
- The governing board of CCUSD held a public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP on June 22, 2015.
- The governing board of CCUSD adopted the LCAP in a public meeting on June 23, 2015.

## Section 2: Goals and Progress Indicators

Goal 1: All CCUSD students will learn from properly credentialed teachers and administrators in their authorized area of instruction utilizing standards-aligned instructional materials in school facilities that are in good repair (Conditions of Learning).

**Identified Need:**

CCUSD has analyzed data and determined that all of our teachers are credentialed in their authorized area of instruction, utilizing standards-aligned instructional materials, and are in school facilities that are in good repair. Information was gathered using:

- Credentialing information
- CalPads
- Facilities Master Plan
- Williams reports
- School Accountability Report Cards
- Community Input

**What will be different/improved for students in 2015-16?**

- The rate that teachers will continue to be credentialed in their area of instruction will remain at 100%.
- Rate of teachers that are fully credentialed for students they are teaching (currently 100%)
- Rate of teachers that are appropriately assigned will remain at 100%.
- Rate of teachers that are fully credentialed for students they are teaching will remain at 100%.
- The rate that CCUSD students will utilize state adopted curriculum as their core instructional material will remain at 100%.
- The rate that CCUSD facilities are in good repair as determined in the Facilities Inspection Tool will increase from 80.5% to 85%.

**A. Annual Actions**

**Actions and Services:** As CCUSD continues to ensure that all teachers are teaching in their required areas, we will design a process to recruit and retain high quality teachers. \*Year 1: We will use resources outside of our website and Edjoin to recruit teachers for hard to fill positions like Special Education, Japanese Immersion and Secondary Math and Science. \*Year 2 & 3: CCUSD will continue to support the efforts of all school sites to recruit and retain highly qualified and effective teachers and expand processes to support and mentor newly hired certificated and classified staff..

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Teacher Recruitment	\$1,000	\$1,000	\$1,000	Base	Develop and implement a recruitment processes to find and attract high quality teachers.
Beginning Teacher Support Staff	\$148,000	\$152,000	\$155,000	Base	Support the retention process for new teachers through professional development (PD) and support utilizing 1.4 FTE and stipends.
Beginning Teacher Support Program	\$22,000	\$22,000	\$22,000	Base	Expenditures to cover materials, supplies, substitutes, professional development and professional development costs



**Actions and Services:** CCUSD will continue to provide all students with materials that are standards aligned. \*Year 1: ELA textbook adoption - Select and purchase of ELA materials and implement PD on math materials and purchase consumables. \*Year 2: Social Studies textbook adoption - Select and purchase social studies materials, purchase math consumables, implement PD on ELA materials and purchase consumables. \*Year3: Science textbook adoption - Select and purchase science materials, purchase math consumables, implement PD on social studies materials and purchase consumables. \*Year 1, 2, & 3: Continue to purchase other materials as necessary.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Math Consumables	\$80,000	\$124,000	\$117,000	Base	Purchase consumable materials
Adoption PD	\$33,000	\$25,000	\$25,000	Title II	Professional development on the use of new textbooks and curriculum.
Secondary Math Adoption	\$650,000	\$25,000	\$25,000	Base	Purchase secondary math textbooks
JIP Translation Adoption	\$25,000	\$25,000	\$25,000	Base	Translation and printing of math consumables and materials into Japanese for immersion program
ELA Textbook Adoption	\$1,200,000	\$100,000	\$100,000	Base	Select and purchase ELA materials
SLA Textbook Adoption	\$120,000	\$10,000	\$10,000	Base	*Year 1 Select and purchase Spanish Language Arts materials. *Year 2 & 3 purchase additional materials.
Social Studies Adoption	\$0	\$660,000	\$0	Base	*Year 2 Select and purchase social studies materials. (costs include materials for the language immersion programs)
Science Textbook Adoption	\$0	\$0	\$670,000	Base	*Year 3 Select and purchase Science materials. (costs include materials for the language immersion programs)
Additional Textbooks	\$70,000	\$40,000	\$40,000	Base	Additional and replacement textbooks
Textbook Selection Committee	\$30,000	\$30,000	\$30,000	Base	Substitute teachers to provide release time and extra assignment for after school meetings.
Library Automation System	\$43,000	\$8,000	\$8,000	Base	Library Automation System

**Actions and Services:** The district will maintain a staff of properly credentialed teachers and administrators.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Certificated Staff	\$38,600,000	\$39,200,000	\$39,800,000	Base	Cost of district certificated staff including benefits.
Classified Staff	\$10,200,000	\$10,350,000	\$10,500,000	Base	Cost of district classified staff (not MOT) including benefits.

**Actions and Services:** CCUSD will ensure cleanliness at all sites with a focus on bathroom and recycling/composting/Green Five initiatives. \*Year 1: Continue to provide additional custodial support at each site. \*Year 2: Continue to provide additional custodial support at each site. \*Year 3: Continue to provide additional custodial support at each site.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Additional Custodians	\$110,000	\$115,000	\$118,000	Base	Sites will be provided with additional custodial hours.

**Actions and Services:** Based on the district needs as outlined in the Master Facilities Plan, CCUSD will keep the facilities in good repair. \*Year 1: Continue to develop and clarify the standards of practices of services and expectations for maintenance and custodial staff. \*Year 2: Implement the standards of practices and provide professional development to for maintenance and custodial staff. \*Year 3: Review and revise the standards of practice for maintenance and custodial staff.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Maintenance and Operations	\$2,797,000	\$2,825,000	\$2,853,000	Base	Cost of staff incurred as part of the district's ongoing operational costs for maintenance, operations and transportation.

**Actions and Services:** Based on the district needs as outlined in the Local Control Accountability Plan, CCUSD will ensure that actions and services are implemented to ensure that the Goals of the LCAP are met. \*Year 1, 2, and 3: CCUSD will continue to utilize staff to ensure LCAP implementation, monitoring, and revision as needed.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Coordinator	\$68,172	\$69,593	\$71,218	Base	.5 FTE administrative staff
Classified Staff	\$32,136	\$32,594	\$33,108	Base	.5 FTE Classified staff

**B. Additional Annual Actions**

**Actions and Services:** Provide supplemental assistance and materials including print and 21st century tools and technology. \*Year 1, 2, and 3: Sites will analyze the efficacy of the supplemental assistance and materials and continue to provide the assistance and materials as needed based on pupil outcome data.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Math Literacy	\$60,000	\$10,000	\$10,000	Supplemental	Supplemental math literature to support new California Standards ELA/ELD instruction – cross curricular connections
Science Literacy	\$60,000	\$10,000	\$10,000	Supplemental	Supplemental science literature to support new California Standards ELA/ELD instruction – cross curricular connections

Goal 2: Through PLC collaboration, all staff will share best instructional practices and programs, and implement effective 21st century classroom instruction aligned to the new California Standards (Conditions of Learning).

**Identified Need:**

As we transition from the previously adopted California academic content and performance standards to the new California Standards, the district has not fully implemented the new California Standards in all grade levels. The following information was used to determine the need for professional development:

- Staff feedback (Educational Effectiveness Survey for teachers)
- Community feedback (CCUSD created surveys and LCAP conversations for all stakeholders)
- Educational Services team and site administration PLCs.

**What will be different/improved for students in 2015-16?**

- The percentage of students that will be taught by teachers that will participate in PLC focused on student learning will increase from 86% to 90%.
- The percentage of students that will be taught by core staff that participate in regular professional development opportunities in order to enhance collaboration will increase from 64% to 74%.
- The percentage of students that will be taught by core teachers that participate in regular professional development opportunities on effective instruction aligned to the new California Standards will increase from 81% to 85%.
- The percentage of students that will be taught by core teachers that received training on the effective use of technology will increase from 80% to 85%.

**A. Annual Actions**

<b>Actions and Services:</b> As CCUSD strives for continuous improvement for all staff (certificated and classified), we will further develop our Professional Learning Communities (PLC). *Year 1: District and site leaders will continue to receive PLC training, & site leaders will collaborate with their grade level or department teams to grow their PLCs. *Year 2 & 3: District and sites will continue to strengthen their PLCs.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Contracted Services	\$34,000	\$34,000	\$34,000	Base	Provide ongoing training for PLC leadership
Materials and Supplies	\$2,000	\$2,000	\$2,000	Base	Provide materials and supplies as needed to implement PLC leadership team professional development.
PLC Faculty Team Meetings	\$0	\$0	\$0	Base	Site leadership provides continuous PD in grade level or content area teams.

**Actions and Services:** Develop continued capacity in examining the district's four essential questions. • What do we want our students to learn? • How do we know if they know it? • What do we do if they don't? • What do we do if they do? \*Year 1: Revise essential standards and utilize common formative assessments (CFA) in ELA and math. Sites will redevelop and continue to implement a comprehensive Response to Intervention/Instruction (RTI). \*Year 2 & 3: Revise essential standards and utilize common formative assessments (CFA) in ELA and math. Sites will continue to implement and refine their RTI.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Professional Learning Communities	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.
Revision of Essential Standards	\$0	\$0	\$0	Base	Revise essential standards during PLC
Common Formative Assessment Integration	\$12,000	\$6,000	\$6,000	Base	Provide substitutes and extra assignment for district wide common writing rubric scoring. *Year 1 two times. * Year 2 & 3 one time annually.
Common Formative Assessment Development	\$12,000	\$6,000	\$6,000	Title II	Provide substitutes and extra assignment for district wide common formative development.
Common Formative Assessments P.D.	\$30,000	\$20,000	\$10,000	Base	Provide P.D. on common formative assessments for reading and math for elementary standards based report card.

**Actions and Services:** CCUSD will implement the new California Standards. Continue to provide PD on the effective implementation of new California Standards.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Writers Workshop Peer Coaching	\$18,000	\$18,000	\$0	Title II	Contracted services
Writers Workshop Peer Coaching	\$42,000	\$42,000	\$0	Title II	Substitutes for teacher release time.
ELA Secondary PD	\$30,000	\$20,000	\$10,000	Base	Provide professional development in ELA for secondary sites
New California Standards PD	\$250,000	\$0	\$0	On-Time Grant	Provide subs, conference, and materials for New California Standards P.D.

**Actions and Services:** CCUSD will implement the Next Generation Science Standards (NGSS). \*Year 1: CCUSD will begin to design and implement professional development to expose teachers to the NGSS. \*Year 2: CCUSD will utilize the NGSS in the classrooms while continuing to receive professional development. \*Year 3: CCUSD will review the implementation of the NGSS in the classrooms and provide professional development as necessary.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Implementation P.D.	\$15,000	\$15,000	\$15,000	Title II	PD for NGSS familiarization *Year 1 El Rincon, CCMS, & CCHS. Year 2 & 3 all sites.
Instructional Assistant	\$13,200	\$13,600	\$14,000	Base	Implementation of NGSS through STEM at El Rincon

**Actions and Services:** With the assistance from technology for learning specialists, CCUSD will develop and coordinate the use of 21st century technology and tools in the classrooms. • Learning management system • Infrastructure setup • Expanded curriculum • Expanded use of technology \*Year 1: Finalize the design of the technology program and begin implementation that will allow students to access standards aligned curriculum. \*Year 2: Continue to implement the technology program that will allow students to access standards aligned curriculum. \*Year 3: Review and revise the technology program that will allow students to access standards aligned curriculum.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Technology Specialist	\$102,360	\$105,500	\$108,000	Base	Employ a technology specialist
LMS	\$30,000	\$30,000	\$30,000	Base	Continue to utilize a Learning management System.
Professional Development	\$50,000	\$50,000	\$50,000	Title II	Provide stipends and support to teachers and instructional assistants.
Technology Team	\$15,000	\$15,000	\$15,000	Title II	Develop a committee of teachers to assist in the implementation of a learning management system
Tech Teacher	\$30,000	\$32,000	\$34,000	Base	.2 for CCMS and .2 for CCHS Provides site level support under the guidance of the district Technology for Learning Specialist.
Elementary Technology Aides	\$93,500	\$95,000	\$97,000	Base	Technology Aides for sites
Digital Resources	\$10,000	\$10,000	\$10,000	Base	Choose and implement digital resources
Technology Plan	\$1,000	\$1,000	\$1,000	Title II	Revise and implement the technology plan.
Tech Devices	\$160,000	\$160,000	\$160,000	Base	Increase the student access to technology in their classrooms

**B. Additional Annual Actions**

<b>Actions and Services:</b> CCUSD will continue to provide professional development to enhance instructional practices to close the achievement gap. *Year 1 all K-2 teachers will be trained in Running Records. *Year 2 all 3-5 <sup>th</sup> grade teachers will be trained in Running Records. * 3: Review and revise the professional development plan to enhance instructional practices.					
<b>Student Group(s):</b> Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Instructional Specialist	\$105,000	\$108,000	\$110,000	Supplemental	Reading Intervention and new California Standards specialist in Education Services Department
Reading Intervention Materials	\$60,000	\$60,000	\$60,000	Supplemental	Materials required to perform professional development.
Reading Intervention PD	\$100,000	\$80,000	\$50,000	Supplemental	Substitutes for teachers and instructional assistants for release time and extra assignment hours as needed.
Formative Assessment Data Review	\$12,000	\$6,000	\$6,000	Supplemental	Substitutes for teacher release time and extra assignment hours as needed.
Instructional Assistants PD	\$30,000	\$20,000	\$10,000	Supplemental	Provide PD for instructional assistants
Tech Integration PD	\$20,000	\$0	\$0	Supplemental	PD on the use of technology for intervention with EL and LI – CUE conference.
Substitute Costs	\$15,000	\$15,000	\$15,000	Supplemental	Subs for leadership team release time with Matos.
Extra Assignment	\$35,000	\$35,000	\$35,000	Supplemental	Provide staff with additional assignment hours as needed for school leadership teams' professional development.

<b>Actions and Services:</b> CCUSD will provide professional development in English Language Development and SDAIE. *Year 1: CCUSD will continue to design and implement professional development to expose teachers and instructional assistants to the ELD standards. *Year 2: CCUSD will utilize the ELD standards in the classrooms while continuing to receive professional development. *Year 3: CCUSD will review the implementation of the ELD standards in the classrooms and provide professional development as necessary.					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
ELD Standards P.D.	\$50,000	\$50,000	\$50,000	Supplemental	Implement professional development on new ELD standards

Goal 3: To ensure open access to all courses, all students will be enrolled in all required areas of study to successfully prepare them for college and career (Conditions of Learning).

**Identified Need:**

CCUSD has analyzed data and determined that all students have access to courses to prepare them to be college and career ready. Although students have access, not all students are enrolled or completing the required coursework to be college and career ready. Information was gathered using:

- Enrollment and completion of "a-g" courses
- Graduation rate
- Master schedule
- Staff feedback

**What will be different/improved for students in 2015-16?**

- The percentage of students that will have access to courses which prepare them for college and career readiness will remain at 100%.
- The percentage of students that will complete the required courses to be on track for college and career readiness based on their grade level will increase from 46.8% to 48%
- The percentage of students that will graduate will increase from 91% to 92%.

**A. Annual Actions**

<b>Actions and Services:</b> CCUSD will ensure access to the new California Standards for all students with the same rigorous coursework regardless of program placement. *Years 1, 2, & 3: Sites will ensure that all teachers are implementing the new California Standards in their classrooms.					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Professional Learning Communities	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

<b>Actions and Services:</b> CCUSD will successfully prepare all students for college and career by providing pathways to acceleration and open access. • Math • Foreign Language • Science • Advanced Placement (AP) • ART • Career Technical Education (CTE) *Year 1: Implement the new math, science, & foreign language acceleration pathway. Implement the Dual Language (Spanish and Japanese) Program pathways. Develop and define pathways for acceleration for all subjects. Begin to explore the expansion of STEM career pathways * Year 2 & 3: Continue to analyze, revise, and define pathways for students to ensure student access. Implement, review and revise pathways for acceleration in all subjects.					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Pathway Development	\$5,000	\$5,000	\$5,000	Title II	The district will provide subs for release time to leadership teams and/or additional extra assignment hours to assess pathways.
Summer Acceleration	\$10,000	\$10,000	\$10,000	Base	Provide art class in summer to enable students to add or accelerate through courses during the school year.
Middle School Acceleration	\$13,000	\$13,500	\$14,000	Base	.2 FTE teacher for 8 <sup>th</sup> grade honors biology class
PSAT	\$8,000	\$8,000	\$8,000	Base	Provide PSAT testing for all 10 <sup>th</sup> grade students

**Actions and Services:** CCUSD will ensure all students have access to "a-g" classes: \*Years 1, 2, & 3: Conduct data analysis and eliminate barriers to "a-g" courses for all students.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Professional Learning Communities	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

**Actions and Services:** Sites will disaggregate data and ensure open access to "a-g", Advanced Placement, honors, and the arts for all students.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Professional Learning Communities	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

**Actions and Services:** CCUSD will provide equitable access to arts education for all students in a sequential, articulated program that includes visual art, dance, music, theater, and media arts per district art matrix.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Vocal Music	\$57,000	\$59,000	\$61,000	Base	Employ a K - 12 vocal music teacher to implement and enhance music throughout the district.
Instrumental Music	\$110,000	\$110,000	\$110,000	Base \$35,000 Donation \$ 75,000	Maintain and acquire instruments for core K-12 classes and SJO Music Program
Theater Arts / Film	\$100,000	\$100,000	\$100,000	Base \$37,500 Donation \$ 67,500	Continue to provide theater arts K-8 through Front and Center Theater Collaborative and 4 <sup>th</sup> grade writing through arts programming
Visual Arts K-8	\$30,000	\$30,000	\$30,000	Base \$12,000 Donations \$18,000	Expand the K-8 visual arts programs throughout the district. Funding provided through general fund (\$2,000 per site) and donations (\$3,000 per site).
Dance K-8	\$30,000	\$30,000	\$30,000	Base \$15,000 Donations \$15,000	Expand dance program in K-8 throughout the district.



<b>Actions and Services: CCUSD will provide literacy resources at all sites.</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Library Supervisor	\$80,600	\$81,500	\$83,000	Base	Salary and benefits for library supervisor
Elementary Library Staff	\$187,000	\$189,000	\$191,000	Base	Provide library staff at all elementary sites
Elementary Materials	\$10,000	\$10,000	\$10,000	Base	Provide library materials at all elementary sites
Secondary Library Staff	\$151,000	\$153,000	\$155,000	Base	Provide library staff at secondary sites
Secondary Materials	\$10,000	\$10,000	\$10,000	Base	Provide library materials at secondary sites

**B. Additional Annual Actions**

<b>Actions and Services: CCUSD will utilize disaggregated data to provide supplemental services and materials to ensure access to the new California Standards. *Year 1, 2, &amp; 3: Sites will use data to provide supplemental services and materials as needed.</b>					
<b>Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Professional Development for Teachers	\$50,000	\$50,000	\$50,000	Supplemental	Professional Development for Teachers

<b>Actions and Services: CCUSD will ensure equitable access to instrumental music for foster youth and low income students.</b>					
<b>Student Group(s): Low income pupils; Foster youth</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Instrumental Music	\$10,000	\$10,000	\$10,000	Supplemental	Purchase and rent instruments as needed for students

<b>Actions and Services: CCUSD will successfully prepare all students for college and career by providing pathways to acceleration during the summer to enable intervention support during the school year.</b>					
<b>Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Summer Options	\$10,000	\$10,000	\$10,000	Supplemental	Provide classes in summer to enable students to access intervention support classes during the school year (AVID, ELD, etc.)

**Actions and Services: CCUSD will provide digital literacy access to students**

**Student Group(s):** Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils

<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Digital Literacy PD	\$20,000	\$20,000	\$20,000	Supplemental	Provide digital literacy PD
Digital Literacy Technology	\$100,000	\$30,000	\$30,000	Supplemental	Provide technology in the libraries
Digital Resources	\$30,000	\$30,000	\$30,000	Supplemental	Provide digital library resources
Beyond the Bell Staffing	\$45,000	\$46,000	\$47,000	Supplemental	Provide library staff before and after school

Goal 4: Every student will progress academically through each grade level ensuring college and career readiness by the end of 12th grade (Pupil Outcomes).

**Identified Need:**

CCUSD has analyzed data and determined that all of our students are progressing academically. However, not all students are progressing at a rate that will ensure college and career readiness by the end of 12th grade. Data were gathered using:

- "a-g" completion rate
- Standardized test results
- Graduation rate
- Progress of English Language Learners (EL) toward English Proficiency
- EL Reclassification rate
- Advanced Placement scores
- EAP results
- AYP and API Scores

**What will be different/improved for students in 2014-15?**

- California High School Exit Exam 10<sup>th</sup> grade census pass rate will increase from ELA 93.8 to 94% and math from 93.2 to 94%
- The percentage of students that will complete all "a-g" coursework will increase from 46.8% to 48%.
- The percentage of students that will graduate will increase from the 2014 rate 91% to 92%.
- The percentage of English Language Learners (EL) progressing toward English Proficiency (CELDT) will increase from 61.6% to 62%
- The percentage of English Language Learners (EL) that will reclassify will remain at 15% or higher.
- The percentage of students that earn a 3 or better on the Advanced Placement exams will increase from 79% to 80%.
- The percentage of students that will be "Ready for College" in ELA based on the EAP will increase from 53% to 54%.
- The percentage of students that will be "Ready for College" in Math based on the EAP will increase from 41% to 42%.
- The percentage of students that met or exceeded standard in math will not be measured this year. (No metric available)
- The percentage of students that met or exceeded standard in ELA will not be measured this year. (No metric available)
- The percentage of students "Proficient" on district common assessments of essential standards baseline data will be determined.
- High school graduation rate increase for low income students from 91.4% to 92%
- High school graduation rate increase for English learner students from 85.5% to 88%
- High school graduation rate increase for special education students from 79% to 82%
- High school graduation rate increase for Hispanic students from 91.5% to 92%
- High school graduation rate increase for Asian students from 92.6% to 93%
- High school graduation rate increase for African American students from 86.7% to 88%
- High school graduation rate increase for white, not Hispanic students from 95.7% to 96%

**A. Annual Actions**

**Actions and Services:** CCUSD will continue support all students to ensure they will progress academically through each grade level. \*Year 1, 2 & 3: Continue to analyze data to refine support for student achievement.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Student Achievement School Allocation	\$425,000	\$425,000	\$425,000	Base	Each site will develop their Single Plan for Student Achievement to specify how funding will be allocated to meet this Action.
Data Analysis Software	\$39,000	\$39,000	\$39,000	Base	Utilize SchoolCity to assist staff with data analysis
Professional Learning Communities	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

Through PD and the PLC process, we will focus on the implementation of the 4 questions: What do we want students to learn? How do we know if they know it? What do we do if they don't? What do we do if they do?

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Weekly PLC	\$0	\$0	\$0	Base	Weekly PLCs will be held at every site.
Essential Standards	\$0	\$0	\$0	Base	Essential standards will be determined by PLCs and utilized to discuss student data.
CFA	\$0	\$0	\$0	Base	Develop common formative assessments including targeted feedback for students.
Instructional Specialist	\$104,000	\$107,000	\$109,000	Base	Instructional Specialist in Educational Services will be utilized to design and implement a district wide professional development program for teachers and instructional assistants.
GATE P.D.	\$14,000	\$14,000	\$14,000	Base	Provide professional development and materials to teachers K-8.

**Actions and Services:** CCUSD will ensure students are college and career ready and successfully complete "a-g" requirements. \*Year 1: PLCs will review data by student and by standard/need to ensure success for all. \*Year 2 & 3: PLCs will review individual and group student outcomes and address their needs to ensure success.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
College and Career Planning	\$15,000	\$15,000	\$15,000	Grant	Expansion of California College Guidance Initiative (CCGI) in grades 6-12
Elementary College Program	\$10,000	\$10,000	\$10,000	Base	5 <sup>th</sup> grade college field trips, "A-G" binders, & career development
Secondary College and Career Planning	\$10,000	\$10,000	\$10,000	Base	College field trips, Binders, & career development

**Actions and Services:** CCUSD will provide students with Linked to Learning opportunities (connecting strong academics with real world experiences) through all classes including career and technical education (CTE) AVPA, and ROP. \*Year 1, 2, & 3: Sites will provide Linked to Learning opportunity that are aligned the new standards for Career Ready Practice.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
CTE Programs	\$26,000	\$26,000	\$27,000	Perkins	Funding will continue to be allocated to implement and improve CTE programs.
ROP Programs	\$150,000	\$152,000	\$155,000	Base	ROP programs will continue to be implemented with 2.2 FTE
Partnerships	\$0	\$0	\$0	Base	Sites will work with the community to develop partnerships. No expenditures required.

**Actions and Services:** Continue to implement the Math Leadership Core (MLC) at the secondary sites to improve instruction and student outcomes. \*Year 1, 2, & 3: Increase the implementation of MLC.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Instructional Coaching	\$130,000	\$132,000	\$134,000	Base	.8 FTE teacher for CCMS 1.0 FTE teacher for CCHS
Professional Development	\$10,000	\$10,000	\$10,000	Base	Subs for release time for PD

<b>Actions and Services:</b> Expand the math professional development through Cognitive Guided Instruction (CGI) at the elementary sites. *Year 1: Expand at Farragut, Lin Howe, La Ballona, and SIP at El Marino. *Year 2: Expand to include El Rincon and JIP at El Marino. *Year 3: Add all remaining teachers.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Instructional Coaching	\$150,000	\$152,000	\$154,000	Base	1 coach per site at two elementary sites
Contracted Services	\$12,000	\$4,000	\$0	Base	Provide CGI PD for phase 2 teachers
Phase 2 PD	\$40,000	\$40,000	\$40,000	Base	Subs for release time for PD
Phase 2 Coaching	\$17,500	\$17,500	\$0	Donation	Leonetti funded monthly coaching support for Farragut and El Marino SIP
Phase 2 Coaching	\$40,000	\$40,000	\$40,000	Base	Substitutes for Phase 2 coaching

<b>Actions and Services:</b> CCUSD will continue to review district physical education programs to encourage all students to be healthy. * Year 1, 2, & 3: Sites will review data results including student performance on the California Physical Fitness Test and revise programs as needed.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Physical Education PLC	\$0	\$0	\$0	Base	Actions and Services are addressed through PLC meetings. No additional expenditures are necessary.

<b>Actions and Services:</b> CCUSD will continue to provide students with the opportunity to become fluent in Japanese or Spanish.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Elementary Support	\$75,000	\$76,000	\$77,000	Base	Continue to provide 1 FTE additional support to JIP at El Marino
District expansion of Dual Immersion	\$45,000	\$45,000	\$45,000	Base	Provide P.D., materials and supplies, implement programmatic assessments to support the immersion programs and continue to develop pathways K-12.
Secondary Articulation	\$1,000	\$1,000	\$1,000	Base	Support for expansion and alignment of secondary Dual Language Program and Pathway K-12
Immersion Coordinator	\$55,000	\$57,000	\$59,000	Base	.5 Teacher on Special Assignment

**B. Additional Annual Actions**

<p><b>Actions and Services:</b> CCUSD will continue to provide site specific intervention support to ensure success for students including: • Initial data analysis for selection of students in intervention programs • PD for teachers (see Implementation of State Standards) • Supplemental materials (see Basic Services) • Intervention structure to monitor student progress • Refine interventions based on evidence.</p>					
<p><b>Student Group(s):</b> Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils</p>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Parent Education - Site Allocation	\$50,000	\$50,000	\$50,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Professional Development - Site Allocation	\$200,000	\$200,000	\$200,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Online Materials - Site Allocation	\$125,000	\$125,000	\$125,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Print Materials - Site Allocation	\$125,000	\$125,000	\$125,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Personnel - Site Allocation	\$150,000	\$150,000	\$150,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Technology - Site Allocation	\$50,000	\$50,000	\$50,000	Supplemental	Site specific plans will be specified in the school's Single Plan For Student Achievement
Instructional Assistants	\$150,000	\$150,000	\$150,000	Supplemental	8 positions (3.9 hours per day) to provide targeted intervention and support for students.
Additional Support	\$64,000	\$66,000	\$68,000	Supplemental	.5 FTE to each Title I site

**Actions and Services:** CCUSD will continue to provide district supported intervention support to ensure success for students including: • Initial data analysis for selection of students in intervention programs • PD for teachers (see Implementation of State Standards) • Supplemental materials (see Basic Services) • Intervention structure to monitor student progress • Refine interventions based on evidence.

**Student Group(s):** Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Intervention Technology	\$45,000	\$45,000	\$45,000	Supplemental	Chromebooks for use with ELA intervention programs
Intervention to Increase Students' Lexile Levels	\$25,000	\$25,000	\$25,000	Supplemental	Differentiated online instruction to improve students' reading and writing (Achieve 3000).
District Supported RTI	\$15,000	\$15,000	\$15,000	Supplemental	District P.D. related to RTI
MLC Data Analysis	\$20,000	\$20,000	\$0	Supplemental	Data analysis/review (Smart Start)

**Actions and Services:** Increase enrollment in AVID and expand the use of AVID strategies schoolwide at secondary sites. \*Year 1, 2, & 3: Continue to expand the AVID programs at the secondary sites.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
AVID Dues	\$7,000	\$7,000	\$7,000	Supplemental	Site membership costs
AVID Conference	\$10,000	\$10,000	\$10,000	Supplemental	Train teachers and administration in AVID
AVID Weekly	\$1,500	\$1,500	\$1,500	Supplemental	Online magazine subscription
AVID Tutors	\$20,000	\$20,000	\$20,000	Supplemental	District provided AVID trained tutors
AVID Teacher	\$75,000	\$77,000	\$79,000	Supplemental	.4 FTE for CCMS and .4 FTE for CCHS



<b>Actions and Services: CCUSD Will continue to support current EL and Redesignated Fluent English Proficient students and provide intervention support.</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
ELD Specialists	\$230,000	\$240,000	\$250,000	Supplemental	Provide educational specialists to develop and provide professional development IN ELD and ELA to enhance instruction for EL students.
CELDT Testing	\$60,000	\$60,000	\$60,000	Base	Administration of CELDT testing in the summer to avoid interference with instructional time.
EL Department Chair	\$35,000	\$36,000	\$37,000	Supplemental	Provide stipends to elementary teachers and .2 FTE to CCMS and .2 FTE to CCHS to monitor and provide intervention for EL and RFEP students.
ELD PLC	\$4,000	\$4,000	\$4,000	Supplemental	Provide substitute teachers
RFEP Intervention	\$0	\$0	\$0	Supplemental	Addressed in other actions and services in Goal 4
EL Support Classes	\$100,000	\$100,000	\$100,000	Supplemental	Provide intervention support classes at secondary sites to support students.
ELD / SDAIE PD	\$50,000	\$50,000	\$50,000	Supplemental	Provide content area PD for math and science
ELD / SDAIE Trainer	\$10,000	\$10,000	\$10,000	Supplemental	Contracted service for trainer

<b>Actions and Services: CCUSD will provide intervention support as needed during the summer and before and after school, and intersession.</b>					
<b>Student Group(s): English learners; Redesignated fluent English proficient pupils</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Interventions Beyond the Bell	\$50,000	\$50,000	\$50,000	Supplemental	CCUSD will provide intervention support as needed during the summer and before and after school, and or intersession.
ELD Summer School Program Staff	\$50,000	\$52,000	\$54,000	Supplemental	Staff for ELD Summer School Program
ELD Summer School Program Materials	\$20,000	\$20,000	\$20,000	Title III	Materials for ELD Summer School Program

<b>Actions and Services:</b> CCUSD will develop pathways to Bi-literacy.					
<b>Student Group(s):</b> English learners; Redesignated fluent English proficient pupils, Low Income and Foster youth					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Bi-literacy materials	\$25,000	\$3,000	\$1,000	Supplemental	Provide support materials for Bi-literacy pathway
Professional Development	\$5,000	\$5,000	\$5,000	Supplemental	Subs and stipends for teachers to revise pathway criteria and writing prompts

<b>Actions and Services:</b> CCUSD will provide intervention support as needed during the summer and before and after school, and intersession.					
<b>Student Group(s):</b> Low Income and Foster youth					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Interventions Beyond the Bell	\$50,000	\$50,000	\$50,000	Supplemental	CCUSD will provide intervention support as needed during the summer and before and after school, and or intersession.

<b>Actions and Services:</b> CCUSD will ensure success for special populations in immersion classes (including special needs).					
<b>Student Group(s):</b> English learners; Redesignated fluent English proficient pupils					
Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Immersion Support PD	\$15,000	\$15,000	\$15,000	Supplemental	Professional development to include collaboration that focuses on English learner and special education population support.

<b>Actions and Services:</b> Provide supplemental assistance and materials including print and 21st century tools and technology. *Year 1, 2, and 3: Sites and district office will collaborate to analyze the efficacy of supplemental assistance and materials and continue to provide funding as needed based on pupil outcome data.					
<b>Student Group(s):</b> English learners; Redesignated fluent English proficient pupils; Low Income; Foster youth					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
ELA Intervention Materials	\$25,000	\$25,000	\$25,000	Supplemental	Intervention materials to be used at the elementary sites to address reading deficiencies.
Reading Library	\$50,000	\$30,000	\$20,000	Supplemental	Reading libraries for ELA reading interventions.
Reading Coach Stipends	\$5,500	\$6,500	\$8,000	Supplemental	Provide stipends for teachers taking on the additional role of reading coaches and demonstration classrooms.
Raz Kids Subscription	\$20,000	\$20,000	\$20,000	Supplemental	Purchase software for ELA intervention
Guided Reading Software	\$5,000	\$5,000	\$5,000	Supplemental	Data management software for iPads

Goal 5: Engage, inform, and educate all stakeholders (Engagement).

**Identified Need:**

CCUSD has continued to engage, educate, and inform our stakeholders. However, the review of the data revealed a need to increase stakeholder involvement. The following information was used to determine the need for stakeholder involvement:

- Stakeholder Surveys
- Input from PTA, Booster clubs, ELAC, DELAC, School Site Councils, Culver City Education Foundation, community workshops and other parent forums

**What will be different/improved for students in 2015-16?**

- Survey results on the district's efforts to seek parent input for decisions and parent participation will increase from 61% to 63%
- The percentage of parent involvement and family activities Linked to Learning (connecting families to teaching and learning goals) will be at 50%

**A. Annual Actions**

<b>Actions and Services: Improve home to school communication with parents and continue to seek their input at all sites.</b>					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Phone System	\$300,000	\$40,000	\$30,000	Base	Improve and expand phone system
Translations	\$20,000	\$21,000	\$22,000	Base	Utilize district staff and sites to translate documents
Email System	\$0	\$0	\$0	Base	Expansion of email system. No additional costs.
Parent Education - site	\$0	\$0	\$0	Base	Parent education related to site needs including Canvas, Parent Portal, etc. Funding from site Student Achievement funds.
Site to Parent Communication	\$0	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funds.

<b>Actions and Services:</b> Utilizing the Partners in Education Framework, sites will shift from parent participation activities to Linked to Learning opportunities (connecting families to teaching and learning goals) for parents including academic strategies, college and career, and wellness.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Linked to Learning	\$0	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funding.
Translators	\$0	\$0	\$0	Base	Site specific activities will be determined by the Single Plan for Student Achievement and funded from the site Student Achievement funding.
District Parent Education	\$1,000	\$1,000	\$1,000	Base	Provide districtwide parent education (i.e. GATE, Math, Technology, etc.)
GATE Parent Symposium	\$3,000	\$3,000	\$3,000	Base	Parent symposium to inform parents on how to provide support to their GATE students.

**B. Additional Annual Actions**

<b>Actions and Services:</b> Continue to provide parent education for EL families.					
<b>Student Group(s):</b> English learners; Redesignated fluent English proficient pupils					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Staffing for Parent Education	\$0	\$0	\$0	Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
Materials and Supplies	\$0	\$0	\$0	Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
Literacy Conference	\$5,000	\$5,000	\$5,000	Supplemental	Provide a literacy conference for parents of EL students.
Latino Family Literacy	\$10,000	\$10,000	\$10,000	Title III	District provided Latino Family Literacy program at specific sites.
Before School Book Club	\$10,000	\$10,000	\$10,000	Supplemental	Support before school reading programs for EL students.
District Translator	\$15,000	\$15,000	\$15,000	Supplemental	Spanish translator for school and district documents

**Actions and Services:** Continue to provide parent education for LI and foster families.

**Student Group(s):** Low income pupils; Foster youth

<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Staffing for Parent Education	\$0	\$0	\$0	Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
Materials and Supplies	\$0	\$0	\$0	Supplemental	Costs accounted for in Goal 4 Pupil Outcomes
District Parent Education	\$10,000	\$10,000	\$10,000	Supplemental	Provide parent education for LI and Foster parents to assist their children (i.e. reading, technology, etc.)
School Smarts	\$15,000	\$15,000	\$15,000	Supplemental	Provide parent engagement through PTSA program

Goal 6: Ensure every student is connected to school through academics, athletics, activities, and the arts with a focus on having a relationship with a caring adult (Engagement).

**Identified Need:**

Although the majority of our students are connected through academics, athletics, activities and the arts, the need to increase student engagement was identified using the following:

- Stakeholder surveys
- School attendance
- Chronic absenteeism
- Annual adjusted grade 9-12 dropout rate
- High school graduation rate

**What will be different/improved for students in 2015-16?**

- Based on California Healthy Kids Survey (CHKS), students that feel like they are a part of their school will increase from 81% to 83% or more at every site.
- Based on CHKS, students reporting that there is a teacher or some other adult who really cares about them will increase from 56% to 60%.
- School attendance rate to stay above 96 %.
- Chronic absenteeism will remain below 4%
- The Culver City High School annual adjusted Grade 9-12 dropout rate will decrease from 1.8% to 1.5%
- The Culver City Middle School annual dropout rate will remain below .1%
- High school graduation rate increase from 91.4% to 92%

**A. Annual Actions**

<b>Actions and Services:</b> Sites will analyze graduation rates, dropouts, and chronic absenteeism by student to address the needs of at-risk students.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Attendance Support Team	\$2,000	\$2,000	\$2,000	Base	A task force will be created to address chronic absenteeism and appropriate training for staff.
Professional Learning Communities	\$0	\$0	\$0	Base	Data discussion an on-going part of PLC.

**Actions and Services:** The district will utilize multiple programs to reduce the number of non-graduates and dropouts through: • Credit recovery • I Academy • Continuation High School • Summer School

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Credit Recovery Programs	\$132,000	\$134,000	\$136,000	Base	The district will utilize iAcademy, after school, intersession and Summer school as well as existing programs through CCHS, CPHS and the adult school.
Instructional Specialist	\$102,000	\$104,000	\$106,000	Base	An instructional specialist is required due to the expansion of these student support programs.
Alt Ed TOSA	\$102,000	\$104,000	\$106,000	Base	Provide specialized support through multiple pathways at CPHS, iAcademy, and independent study
iAcademy teacher	\$104,500	\$106,500	\$108,500	Base	iAcademy program

**Actions and Services:** CCUSD will expand family and student support services by redefining the district's role in student support activities and evaluating and responding to the student needs. • Crisis intervention • Whole Child Programs • Mental health Services • Medical health services • School counseling • Link families with social services

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Director For School and Family Support Services	\$146,000	\$148,000	\$151,000	Base	Director For School and Family Support Services
Administrative Assistant For School and Family Support Services	\$65,000	\$67,000	\$69,000	Base	Administrative Assistant For School and Family Support Services

**Actions and Services:** As CCUSD ensures that every student is connected to school, sites will continue to offer a variety of activities (Arts programs, clubs, and athletics).

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Elementary Athletics	\$2,000	\$2,000	\$2,000	Base	Expand our athletic program to include 4 <sup>th</sup> and 5 <sup>th</sup> grade sports.
Secondary Athletics	\$65,000	\$67,000	\$69,000	Base	Increase support for MS and HS athletics by adding 1 FTE
Civic Leadership	\$26,000	\$27,000	\$28,000	Base	.4 FTE to increase support for student activities.



**Actions and Services:** Sites will continue to provide student intervention and enrichment by reviewing and revising current programs to increase access • PAWS Time (CCMS) • Peer tutoring (CCHS) • Elementary intervention • AVID (secondary) • Arts Education • Project Based Learning • Career & Technical Education

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Intervention and Enrichment	\$0	\$0	\$0	Base	The district will utilize existing programs at no additional cost.

**Actions and Services:** Sites will ensure that every student is connected to a caring adult.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Mentoring Programs	\$0	\$0	\$0	Base	The district will partner with the Big Brother and Big Sister Programs to provide mentors for our students.

**Actions and Services:** Partnerships with local businesses will be expanded to guide and mentor students through the through the Culver City Compact.

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Partnerships	\$0	\$0	\$0	Base	Continue to develop and expand partnerships.
Internships	\$0	\$0	\$0	Base	Explore and develop internships

**B. Additional Annual Actions**

**Actions and Services:** CCUSD will expand family and student support services for foster youth by evaluating and responding to their individual needs.

**Student Group(s):** Foster youth

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
Additional Support	\$1,000	\$1,000	\$1,000	Supplemental	Funding to provide basic supplies for foster youth

**Actions and Services:** The district will expand the iAcademy to provide assistance for LI, Foster youth, and EL students to meet graduation and "a-g" requirements.

**Student Group(s):** Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils

Expenditures	Year 1 2015-2016	Year 2 2016-2017	Year 3 2017-2018	Funding Source	Note
iAcademy Teachers	\$20,000	\$20,000	\$20,000	Supplemental	Additional teachers to provide support.
iAcademy programs	\$30,000	\$30,000	\$30,000	Supplemental	Provide additional courses

Goal 7: Provide a school environment which establishes physical safety, cultivates emotional security, and facilitates responsible decision making (Engagement).

**Identified Need:**

Based on the analysis of data, CCUSD students and staff generally feel physically and emotionally secure. Furthermore, CCUSD facilitates responsible decision making, and ensures learning. However, the data also show that there is room for improvement.

- Staff feedback
- Community feedback
- Student and staff surveys including CCUSD created surveys, California Healthy Kids Survey and the Educational Effectiveness Survey
- Student Information System

**What will be different/improved for students in 2015-16?**

- Student Suspension rate to remain at or below 2%.
- Student Expulsion rate to remain below 1%
- Based on CHKS results, 90% or more of the respondents in each grade level will feel safe in their school.
- Based on CHKS results, 88% or more of the respondents in each grade level feel close to people at their school.

**A. Annual Actions**

<b>Actions and Services:</b> Provide a secure and safe environment through controlled access points, visible security guards, gates surveillance, PA system, etc.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Security	\$200,000	\$40,000	\$30,000	Base	Purchase, install, and maintain surveillance cameras and maintain access points
Security Guards	\$95,000	\$99,000	\$103,000	Base	Add an additional 2 guards to maintain security and improve and expand traffic control.
Phone System	\$0	\$0	\$0	Base	Purchase a new phone system to ensure communication (Cost in Goal 5)

<b>Actions and Services:</b> Continue to collaborate with local agencies to increase the effectiveness of school safety plans (e.g. CCPD) and training of staff in Community Emergency Response Teams (CERT).					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Emergency Preparedness Training	\$15,000	\$15,000	\$15,000	Base	Annual trainings to be provided in CPR and emergency response.

<b>Actions and Services:</b> To promote emotional security, CCUSD will encourage a sense of belonging as students enter the middle school and high school.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Matriculation Articulation	\$0	\$0	\$0	Base	Host welcome night and visits for students and families (site funded)
Orientation	\$0	\$0	\$0	Base	Camp Panther and Link Crew programs (site funded)
Back to School Kickoff	\$0	\$0	\$0	Base	Host back to school Kickoff day (site funded)
Club Orientation	\$0	\$0	\$0	Base	Provide orientation time for students to become familiar with and join clubs on campus (site funded)

<b>Actions and Services:</b> Connect students to local resources to support their health and welfare. • Summer lunch program • Backpacks • Culver Closet • Etc.					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Communication Outreach	\$200	\$200	\$200	Base	Develop materials to post in classrooms and offices to inform students and staff of available services.
On-Site Health Center	\$0	\$0	\$0	Base	Continue to support the Sandy Segal Health Center on our MS/HS campus.

<b>Actions and Services:</b> The district will expand food services beyond the required free and reduced cost lunch requirements.					
<b>Student Group(s):</b> Low income pupils					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Nutrition	\$0	\$0	\$0	Base	Provide healthy options and educate students about nutrition.
Beyond the Bell Food Services	\$0	\$0	\$0	Supplemental	The district will provide food services beyond the bell (i.e. After School Snack Program & Summer Lunch program)
Summer Lunch	\$0	\$0	\$0	Grant	The district will provide a summer lunch program for students and their families.

**B. Additional Annual Actions**

<b>Actions and Services:</b> Sites will review, revise, and expand programs that encourage a positive school environment and positive behavior.					
Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Restorative Justice	\$2,000	\$2,000	\$2,000	Supplemental	Sites will fund this out of site allocations.
Character Counts	\$2,000	\$2,000	\$2,000	Supplemental	Character Counts PD and programs at no additional cost.
Pursuing Victory With Honor	\$2,000	\$2,000	\$2,000	Supplemental	Institute Pursuing Victory With Honor at sites.
Crisis Prevention Intervention	\$2,000	\$2,000	\$2,000	Supplemental	CPI professional development will continue to be offered to staff as needed.
Anti-bullying materials	\$2,000	\$2,000	\$2,000	Supplemental	Materials and supplies for anti-bullying

<b>Actions and Services:</b> Sites will cultivate a positive school environment.					
Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
PBIS	\$14,000	\$14,000	\$14,000	Supplemental	Positive Behavioral Intervention Systems will be instituted at sites

<b>Actions and Services:</b> CCUSD will promote emotional security for our students					
Student Group(s): Low income pupils; Foster youth; English learners; Redesignated fluent English proficient pupils					
<b>Expenditures</b>	<b>Year 1 2015-2016</b>	<b>Year 2 2016-2017</b>	<b>Year 3 2017-2018</b>	<b>Funding Source</b>	<b>Note</b>
Kids at Hope	\$10,000	\$10,000	\$10,000	Supplemental	Substitutes, conferences, and materials to expand the program
Secondary Intervention Counseling	\$92,400	\$94,000	\$96,000	Supplemental	Mental Health Counseling Services
Elementary Intervention Counselor	\$91,905	\$94,374	\$98,141	Supplemental	1.0 FTE counselor.
Counseling PLC	\$0	\$0	\$0	Supplemental	Monthly K-12 counseling PLC meeting
Mental Health Coordination	\$0	\$0	\$0	Other	Mental Health Center Coordination through DMH

### **Section 3: Use of Supplemental and Concentration Grant funds and Proportionality**

A. Total amount of Supplemental grant funds calculated: \$3,031,548

The district allocated \$31,543,428 of LCFF supplemental funds to programs for unduplicated students in the 2014-2105 school year.

The district has 362 EL students that are not low income, 2,686 low income students, and 10 foster youth with a total district enrollment of 6,757 students (40% district unduplicated numbers). All supplemental funding is being used as targeted. Below is an overview of the types of services and programs that these specific students will benefit from because of the additional/improved actions/services. The district does not qualify for concentration funding. Targeted populations will benefit from the supplemental funding through:

- Professional Development for Teachers
- Supplemental materials and supplies.
- Intervention materials to be used at all sites to address reading deficiencies
- Beyond the bell intervention and acceleration
- Provide educational specialists to develop and provide professional development to enhance instruction.
- Substitute teachers for teacher release time and extra assignment hours as needed
- Materials required for beginning and advanced training in ELA reading intervention
- Substitutes and extra assignment as needed for training in ELA reading intervention
- Teaching and classified positions to provide targeted intervention and support
- AVID programs at the middle and high schools
- Technology for use with intervention support
- Differentiated online instruction to improve students' reading and writing
- Increased emotional support for targeted populations
- Summer programs for targeted students

B. percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all pupils in the LCAP year: 6.28%

Service to low income, foster youth and EL students will increase in the LCAP year through a larger allocation in funding enabling the district to increase staffing, resources, and materials directly provided to the unduplicated students at all of our schools. Total funding for unduplicated pupils in 15-16 is \$3,031,548 and the proportionality percentage is 6.28%. Although the district will be providing more services for all students due to a rise in base funding to an estimated average of \$7,937.61 per student, an additional \$991.34 per student will be provided for each unduplicated student. Sites will develop specific plans, based on LCAP specified actions, on how they will use their allocation to directly serve their unduplicated students. The district office will utilize the remaining \$2,331,548 to fund direct services to unduplicated students through district-run programs. Funding allowing the quantity and quality of services to increase in the following areas will include:

- Supplemental materials for unduplicated students
- Professional development on strategies for targeted students.
- Reading intervention
- Beyond the bell and summer interventions
- Provide educational specialists to develop and provide professional development to enhance instruction for EL students.
- The district will provide funding the sites to support unduplicated students. Each site will develop a Single Plan for Student Achievement which will utilize data to address how they will serve their unduplicated students through the use of SMART goals. Site plans will be reviewed by Educational Services and funding will be approved after the plans are approved.

**BOARD REPORT**

**6/23/15  
14.2g**

**14.2g Second Reading and Approval of Revised Board Policy and Administrative Regulation 6174, Instruction – Education for English Language Learners**

It is recommended practice that the Board of Education regularly review Board Policies and Administrative Regulations that are significant to the operation of the District.

Revised Board Policy and Administrative Regulation 6174, Instruction – Education for English Language Learners, are being presented for a second reading and approval.

RECOMMENDED MOTION:

That the Board approves the Revised Board Policy and Administrative Regulation 6174, Instruction – Education for English Language Learners

Moved by:

Seconded by:

Vote:

## EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Governing Board intends to provide English learners ~~limited-English-proficient students (English language learners)~~ with a challenging core curriculum and instruction that develops proficiency in English ~~speaking, reading and writing~~ **as rapidly and effectively and efficiently as possible while facilitating student achievement in the district's regular course of study.**

**English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with state content standards. The district's program shall be based on sound instructional theory and adequately supported in order to assist students in accessing the full educational program.**

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6171 - Title I Programs)

**The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.**

(cf. 4112.22 - Staff Teaching English Language Learners)

**The Superintendent or designee shall encourage parent and community involvement in the development, implementation, and evaluation of English language development programs.**

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

### Identification and Assessment

~~When needed to provide equal opportunity for academic achievement and prevent any substantive academic deficits, English language learners may receive instruction in the core curriculum through any of the following:~~

- ~~1. The student's primary language~~
- ~~2. Specially designed academic instruction in English~~
- ~~3. Specially designed academic instruction in a combination of English and the student's primary language~~

**The Superintendent or designee shall maintain procedures which provide for the accurate identification of English learners, and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English, and placement of English language learners and for their redesignation based on criteria adopted by the Board and specified in administrative regulations.**

**Once identified as an English learner, a student shall be annually assessed for language proficiency**



until he/she is reclassified based on criteria specified in administrative regulation.

### **Placement of English Learners**

Students who are English learners shall be educated through "sheltered English immersion" or "structured English immersion," as defined in law and administrative regulation, during a temporary transition period not normally intended to exceed one year. Nearly all of the classroom instruction in the district's structured English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305-306)

When an English learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education, any district assessments, and/or other criteria adopted by the Board, he/she shall be transferred from a structured English immersion program to an English language mainstream program in which the instruction is overwhelmingly in English. (Education Code 305-306; 5 CCR 11301)

(cf. 6162.5 - Student Assessment)

At any time during the school year, the parent/guardian of an English learner may have his/her child moved into an English language mainstream program. (5 CCR 11301)

### **Parental Exception Waivers**

When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. (Education Code 310-311)

Each waiver request shall be considered on its individual merits with deference given to parental preference for student placement.

A waiver request shall be granted in accordance with law unless the principal and educational staff have determined that an alternative program would not be better suited to the student's overall educational development. (5 CCR 11309)

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

### **Program Evaluation**

To ensure that the district is using sound methods that effectively serve the needs of English language learners, the Superintendent or designee shall report to the Board, at least annually, examine program results, including reports of the students' academic achievement and their progress towards proficiency in English. regarding the effectiveness of the district's educational program for English language learners, the Superintendent or designee shall report to the Board, at least annually, examine program results, including reports of the students' academic achievement and their progress towards proficiency in English. regarding the

progress of English learners towards proficiency in English, the number and percentage of English learners reclassified as fluent English proficient, the number and percentage of English learners who are or are at risk of being classified as long-term English learners, the achievement of English learners on standards-based tests in core curricular areas, and a comparison of current data with data from at least the previous year. The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.

~~(cf. 4112.22/4212.22 Staff Teaching Students of Limited English Proficiency)~~  
~~(cf. 6190 Evaluation of the Instructional Program)~~

*Legal Reference:*

EDUCATION CODE

~~33308.5 CDE Guidelines not binding~~

**300-340 English language education**

**430-446 English Learner and Immigrant Pupil Federal Conformity Act**

**33050 State Board of Education waiver authority**

~~44253.5-44-53.10 Certification for bilingual crosscultural competence~~

**44253.1-44253.11 Qualifications for teaching English learners**

~~48985 Notices to parents in language other than English~~

**51101-51101.1 Rights of parents**

~~52015 Components of school improvement plan~~

~~52130-52136-5 Impacted languages act of 1984~~

~~52160-52178 Bilingual Bicultural Act of 1976~~

~~52180-52186 Bilingual teacher training assistance program~~

~~54000-54041 Programs for disadvantaged children~~

**60200.7 Suspension of state instructional materials adoptions**

**60605.87 Supplemental instructional materials, English language development**

**60810-60812 Assessment of language development**

~~62000-62005.5 Evaluation and sunseting of programs~~

**62005.5 Continuation of advisory committee after program sunsets**

CODE OF REGULATIONS, TITLE 5

~~4300-4320 Bilingual education program requirements~~

**11300-11316 English learner education**

**11510-11517 California English Language Development Test**

UNITED STATES CODE, TITLE 20

~~1701-1705 Equal Educational Opportunities Act~~

**6312 Local education agency plans**

**6801-6871 Title III, Language instruction for limited English proficient and immigrant students**

**7012 Parental notification**

**COURT DECISIONS**

~~*Casteneda v. Pickard* (5th Cir. 1981) 648 F.2d 989~~

**Valeria G. v. Wilson, (2002) 307 F.3d 1036**

**California Teachers Association v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141**

**McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196**

~~*Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698*~~

**ATTORNEY GENERAL OPINIONS**

83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

CDE LEGAL ADVISORIES

~~0125.90 Procedures for requesting guidance from the us Department of Education~~

~~0515.89 Limited English Proficient Programs~~

~~EDUCATION FOR ENGLISH LANGUAGE LEARNERS~~

BP 6174(b)

(continued)

~~CDE PROGRAM ADVISORIES~~

~~0113.95 Primary Language Instructional Resources, CIL: 94/95-03~~

~~0210.89 Changes Regarding Limited English Proficient Program~~

~~0520.88 State Program for Students of Limited English Proficiency,~~

~~CCP: 87/8-14~~

~~CDE PUBLICATIONS~~

~~LEP Program Guide, September 1995~~

~~SEE POLICIES~~

~~Policy Statement on Educational Programs and Services for Limited English Proficient Students, revised July 14, 1995~~

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

**California English Language Development Test (CELDT): 2012-13 CELDT Information Guide, 2012**

**English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012**

**Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments**

**U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE**

**Assessment and Accountability for Recently Arrived and Former Limited English Proficient (LEP) Students, May 2007**

**WEB SITES**

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

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

Policy adopted: July 7, 1998

Policy Reviewed: June 9, 2015

CULVER CITY UNIFIED SCHOOL DISTRICT

Culver City, California

**EDUCATION FOR ENGLISH LANGUAGE LEARNERS****Definitions**

English learner, also known as a limited English proficient student, means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English. (Education Code 306)

Long-term English learner means an English learner who is enrolled in grades 6-12, has been enrolled in schools in the United States for more than six years, has remained at the same English language proficiency level for two or more consecutive years as determined by the California English Language Development Test (CELDT) or any successor test, and scores below proficient on the English language arts test of the Smarter Balanced Assessment Consortium. (Education Code 313.1)

English learner at risk of becoming a long-term English learner means an English learner who is enrolled in grades 5-11 in the United States for four years, scores at the intermediate level or below on the CELDT or any successor test, and scores in the fourth year at the below basic or far below basic level on the English language arts test of the Smarter Balanced Assessment Consortium. (Education Code 313.1)

English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)

Sheltered English immersion or structured English immersion means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)

Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language. (Education Code 306)

SDAIE means Specially Designed Academic Instruction in English. It is an instructional approach to teach academic courses to English learners with the focus of increasing comprehensibility of said academic courses.

**Identification and Assessment**

Upon enrollment in the district, each student's primary language shall be determined through use

of a home language survey. (5 CCR 11307)

Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not been previously identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English proficiency using the CELDT. The test shall be administered between 60 calendar days before the date of first enrollment in a district school and 30 calendar days after the date of first enrollment, but not before July 1 of that school year. (5 CCR 11511)

The CELDT shall be administered in accordance with 5 CCR 11511-11516.7.

Variations and accommodations in test administration may be provided pursuant to 5 CCR 11516-11516.7. Any student with a disability shall be allowed to take the CELDT with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. If he/she is unable to participate in the assessment or a portion of the assessment with such accommodations, he/she shall be administered an alternate assessment for English language proficiency as set forth in his/her IEP. (5 CCR 11516-11516.7)

(cf. 6152.51 - State Academic Achievement Tests)  
(cf. 6159 - Individualized Education Program)  
(cf. 6164.6 - Identification and Education Under Section 504)

### **Parental Notifications**

The district shall notify parents/guardians of their child's results on the CELDT within 30 calendar days following receipt of the results from the test contractor. (5 CCR 11511.5)

(cf. 5145.6 - Parental Notifications)

At the beginning of each school year, parents/guardians shall be informed of the placement of their child in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11309)

Not later than 30 calendar days after the beginning of the school year, each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. The notice shall include all of the following: (Education Code 440; 20 USC 7012)

1. The reason for the student's classification as an English learner
2. The level of English proficiency

3. A description of the program for English language development instruction, including a description of all of the following:
  - a. The manner in which the program will meet the educational strengths and needs of the student
  - b. The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards
  - c. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English learners, and the expected rate of graduation from secondary school if applicable
  - d. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP
4. Information regarding a parent/guardian's option to decline to allow the student to be enrolled in the program or to choose to allow the student to be enrolled in an alternative program
5. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered

**Parental Exception Waivers**

A parent/guardian may, by personally visiting the school, request that the district waive the requirements pertaining to the placement of his/her child in a structured English immersion program if one of the following circumstances exists: (Education Code 310-311)

Note: Waiving a student from a program does not reclassify the student as an English Language Learner.

1. The student already possesses good English language skills, as measured by standardized tests of English vocabulary comprehension, reading, and writing, in which the student scores at or above the state average for his/her grade level or at or above the fifth-grade average, whichever is lower.
2. The student is age 10 years or older, and it is the informed belief of the principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills.
3. The student already has been placed, for a period of not less than 30 calendar days during that school year, in an English language classroom and it is subsequently the informed belief of the principal and educational staff that the student has special physical, emotional, psychological,

or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development.

Upon request for a waiver, the Superintendent or designee shall provide parents/guardians with a full written description and, upon request, a spoken description of the intent and content of the structured English immersion program, any alternative courses of study, all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices. For a request for waiver pursuant to item #3 above, the Superintendent or designee shall notify the parent/guardian that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the waiver must be approved by the Superintendent pursuant to any guidelines established by the Governing Board. (Education Code 310, 311; 5 CCR 11309)

The principal and educational staff may recommend a waiver to a parent/guardian pursuant to item #2 or #3 above. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver, including Education Code 310. (Education Code 311; 5 CCR 11309)

When evaluating waiver requests pursuant to item #1 above and other waiver requests for those students for whom standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include district standards and assessment and teacher evaluations of such students.

Parental exception waivers pursuant to item #2 above shall be granted if it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills. (Education Code 311)

Parental exception waivers pursuant to item #3 above shall be granted by the Superintendent if it is the informed belief of the principal and educational staff that, due to the student's special physical, emotional, psychological, or educational needs, an alternate course of educational study would be better suited to the student's overall educational development. (Education Code 311)

All parental exception waivers shall be acted upon within 20 instructional days of submission to the principal. However, parental waiver requests pursuant to item #3 above shall not be acted upon during the 30-day placement in an English language classroom. Such waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 11309)

Any individual school in which 20 students or more of a given grade level receive a waiver shall

offer an alternative class where the students are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Otherwise, the students shall be allowed to transfer to a public school in which such a class is offered. (Education Code 310)

In cases where a parental exception waiver pursuant to item #2 or #3 above is denied, the parent/guardian shall be informed in writing of the reason(s) for the denial and advised that he/she may appeal the decision to the Board if the Board authorizes such an appeal, or to the court. (5 CCR 11309)

Waiver requests shall be renewed annually by the parent/guardian. (Education Code 310)

**Reclassification/Redesignation**

The district shall continue to provide additional and appropriate educational services to English learners for the purposes of overcoming language barriers until they: (5 CCR 11302)

1. Demonstrate English language proficiency comparable to that of the district's average native English language speakers
2. Recoup any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to receive instruction in an English language classroom and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

The following measures shall be used to determine whether an English learner shall be reclassified as fluent English proficient: (Education Code 313; 5 CCR 11303)

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the CELDT.
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student.
3. Parent/guardian opinion and consultation. The Superintendent or designee shall provide the parent/guardian with notice and a description of the reclassification process and of his/her opportunity to participate in the process and shall encourage his/her involvement in the process.
4. Student performance on a statewide assessment of English.  
The Superintendent or designee shall monitor the progress of reclassified students to



ensure their correct classification and placement. (5 CCR 11304)

Students shall be monitored for at least two years following their reclassification. As part of this evaluation, the Superintendent or designee shall identify whether the student needs any additional academic support to ensure his/her language and academic success.

**Advisory Committees**

At the district level when there are more than 50 English learners in the district and at each school with more than 20 English learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law. (5 CCR 11308)

Parents/guardians of English learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school. (Education Code 52176)

The district's English language advisory committee shall advise the Board on at least the following tasks: (5 CCR 11308)

1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners
2. The districtwide needs assessment on a school-by-school basis
3. Establishment of a district program, goals, and objectives for programs and services for English learners
4. Development of a plan to ensure compliance with applicable teacher or aide requirements
5. Administration of the annual language census
6. Review of and comment on the district's reclassification procedures
7. Review of and comment on the written notification required to be sent to parents/guardians pursuant to 5 CCR 11300-11316

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

In order to assist advisory members in carrying out their responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR 11308)

(11/02 3/03) 11/12

Regulation Reviewed: June 9, 2015

CULVER CITY UNIFIED SCHOOL DISTRICT  
Culver City, California

## BOARD REPORT

6/23/15

14.3a

### 14.3a Adoption of the 2015-2016 Budget

The 2015-2016 budget was developed using a variety of methods, including analyses of trending, forecasts, projections, and actual cost data. Forecasts of income and expenditures for 2015-2016 were based upon the "May Revise" of the Governor's Proposed Budget, projections from School Services of California, and information from the County Office of Education.

Included in the analyses are typical annual budget expenditure changes for step, column, longevity, changes in benefit rates and enrollment, the addition of known new costs, and inflationary increases where applicable.

#### **RECOMMENDATION**

That the Board of Education adopt the 2015-2016 Budget.

**Moved by:**

**Seconded by:**

**Vote:**

**BOARD REPORT**

**6/23/15  
14.3b**

**14.3b Approval of Resolution #25 / 2014-2015 Authorizing Piggy-Back Purchase of iPads off the Glendale USD Bid**

At this time we need to approve the attached resolution to piggy-back on the Glendale USD competitive bid award to Apple and to authorize the purchase of the iPads.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve Resolution #25/2014-15 for the purchase of iPads from Apple.

**Moved by:**

**Seconded by:**

**Vote:**

**RESOLUTION OF THE BOARD OF EDUCATION  
OF CULVER CITY UNIFIED SCHOOL DISTRICT  
AUTHORIZING CONTRACT WITH APPLE INC.  
PURSUANT TO PUBLIC CONTRACT CODE SECTION 20118  
("PIGGYBACK STATUTE")**

**WHEREAS**, the Culver City Unified School District ("District") requires certain computer equipment and accompanying accessories for student use at District facilities;

**WHEREAS**, pursuant to Public Contract Code section 20111, a school district is required to competitively bid "[t]he purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district," that exceed \$86,000, Section 20118 of the Public Contract Code is an exception to this requirement and states:

Notwithstanding Sections 20111 and 20112, the governing board of any school district, without advertising for bids, if the board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases from a vendor. Upon receipt of any such personal property, if the property complies with the specifications set forth in the contract, lease, requisition, or purchase order, the school district may draw a warrant in favor of the public corporation or agency for the amount of the approved invoice, including the reasonable costs to the public corporation or agency for furnishing the services incidental to the lease or purchase of the personal property, or the school district may make payment directly to the vendor.

**WHEREAS**, the Glendale Unified School District ("GUSD") Board of Education at its meeting on October 15, 2013, awarded Bid No P-13, 13/14 for the purchase or lease of Apple computer products, services and related items, pursuant to the Public Contract Code (Public Contract Code 20118, 20652), as advertised in the Glendale News-Press newspaper of general circulation during the weeks of August 22 and 29, 2013;

**WHEREAS**, GUSD awarded the contract to Apple Inc. ("APPLE") based upon certain criteria as detailed in the Terms and Conditions of the Invitation to Bid, and GUSD and APPLE entered into a Education/State & Local Government Purchase Agreement and Professional Services Agreement, each dated October 31, 2013 (the "Piggyback Contract");

**WHEREAS**, GUSD subsequently extended the Piggyback Contract by Board action on October 7, 2014, to extend the term of the Piggyback Contract through October 15, 2015;

**WHEREAS**, the Piggyback Contract included a provision pursuant to Public Contract Code section 20118 allowing other public agencies, including the District, to purchase Apple computer products from APPLE pursuant to the same terms and conditions of the Piggyback Contract; and

**WHEREAS**, District staff has researched the costs and terms of the Piggyback Contract and believes that the prices of the Piggyback Contract are reasonable and that it would be in the best interests of the District to utilize the Piggyback Contract to purchase its necessary computer equipment and accompanying accessories.

**NOW THEREFORE**, the Board of Education of the Culver City Unified School District hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true.
2. That it hereby declares that it is in the best interests of the District to purchase necessary computer equipment and accompanying accessories via the Piggyback Contract for student use at District facilities.
3. That it hereby authorizes the District's Superintendent and the District's Assistant Superintendent, Business Services and/or their designee, pursuant to this Resolution to enter into an agreement and to take any action which is necessary to carry out, give effect to, and comply with the terms and intent of this Resolution and consistent with the Public Contract Code and District policy.

**IN WITNESS WHEREOF**, this Resolution was unanimously approved and adopted by the Board of Education of the Culver City Unified School District, in the City of Culver City, County of Los Angeles, State of California, this 23rd day of June, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

---

Nancy Goldberg  
Culver City Unified School District  
Board of Education, President

---

Katherine Paspalis  
Culver City Unified School District  
Board of Education, Clerk

# Apple Inc. Education Price Quote

Customer: Robert Quinn  
 CULVER CITY UNIF SCHOOL DIST  
 Phone: 3108424220 x 4306  
 email: robertquinn@ccusd.org

Apple Inc:

Edgar Espina  
 1 Infinite Loop  
 MS: 111-HOM  
 Cupertino, CA 95014  
 Phone: 909-5340163  
 Fax:  
 email: eespina@apple.com

Apple Quote: 2202353575  
 Quote Date: 1-Jun-2015  
 Quote Valid Until: 1-Jul-2015

Quote Comments:

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	iPad Air 2 Wi-Fi 16GB - Space Gray (10-pack)  iPad Air 2 Wi-Fi 16GB - Space Gray (10-pack) Part Number: MGL22LL/A Quantity: 250  Part Number BKM12LL/A	25	4,740.00	118,500.00
2	iPad Air 2 Wi-Fi 16GB - Space Gray  Part Number MGL12LL/A	9	479.00	4,311.00
<b>Edu List Price Total</b>				<b>122,811.00</b>
- eWaste Fee / Recycling Fee				777.00
- Estimated Sales Tax				11,667.05
-				
<b>Extended Total Price*</b>				<b>135,255.05</b>
*In most cases Extended discounted Total price does not include Sales Tax				
*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary				

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2202353575. Please contact your institution's Authorized Purchaser to submit the above quote online at <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
  - If you are the Authorized Purchaser and need to register for access to the Apple Education Online Store, go to <http://myaccess.apple.com>. For registration assistance, call 1.800.800.2775, option 4, option 1.
- If you are unable to submit your order online, please send a copy of this quote with your Purchase Order via email to [institutionorders@apple.com](mailto:institutionorders@apple.com).
  - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT [austincontracts@apple.com](mailto:austincontracts@apple.com).
- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE

C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMER PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:

- APPLE INC. AS THE VENDOR
  - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
  - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
  - PURCHASE ORDER NUMBER
  - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
  - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
  - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
  - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL 1-Jul-2015 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
- APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 200642554  
<https://ecommerce.apple.com>  
Fax:

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Document rev 10.5

Date of last revision - March 24th, 2015



# Apple Inc. Education Price Quote

Customer: Robert Quinn  
 CULVER CITY UNIF SCHOOL DIST  
 Phone: 3108424220 x 4306  
 email: robertquinn@ccusd.org

Apple Inc: Edgar Espina  
 1 Infinite Loop  
 MS: 111-HOM  
 Cupertino, CA 95014  
 Phone: 909-5340163  
 Fax:  
 email: eespina@apple.com

Apple Quote: 2202388327  
 Quote Date: 16-Jun-2015  
 Quote Valid Until: 16-Jul-2015

Quote Comments:

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	iPad Air Wi-Fi 16GB - Silver (10-pack)  iPad Air Wi-Fi 16GB - Silver (10-pack) Part Number: ME910LL/B Quantity: 80  Part Number BKWH2LL/B	8	3,740.00	29,920.00
<b>Edu List Price Total</b>				<b>29,920.00</b>
- eWaste Fee / Recycling Fee				240.00
- Estimated Sales Tax				2,842.40
-				
<b>Extended Total Price*</b>				<b>33,002.40</b>
*In most cases Extended discounted Total price does not include Sales Tax *If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary				

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2202388327. Please contact your institution's Authorized Purchaser to submit the above quote online at <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
  - If you are the Authorized Purchaser and need to register for access to the Apple Education Online Store, go to <http://myaccess.apple.com>. For registration assistance, call 1.800.800.2775, option 4, option 1.
- If you are unable to submit your order online, please send a copy of this quote with your Purchase Order via email to [institutionorders@apple.com](mailto:institutionorders@apple.com).
  - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT [austincontracts@apple.com](mailto:austincontracts@apple.com).
- ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
  - APPLE INC. AS THE VENDOR
  - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
  - PHYSICAL SHIP TO NAME AND ADDRESS (NO PO BOXES)

- PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
  - PURCHASE ORDER NUMBER
  - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
  - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
  - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
  - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL 16-Jul-2015 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
- APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

Opportunity ID: 201689130  
<https://ecommerce.apple.com>  
Fax:

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Document rev 10.5

Date of last revision – March 24th, 2015

**BOARD REPORT**

**6/23/15  
14.3c**

**14.3c Approval of Elevator Project Retention Release to Balfour Beatty**

At this time we need to approve the final retention payment to Balfour Beatty due to them for the Elevator Project.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the Elevator Project final retention payment to Balfour Beatty in the amount of \$86,391.65.

**Moved by:**

**Seconded by:**

**Vote:**



CULVER CITY UNIFIED SCHOOL DISTRICT  
MEASURE CC BOND PROGRAM

# INVOICE PAYMENT APPROVAL

Consultant

Contractor

Vendor/Supplier

COMPANY NAME: Balfour Beatty Construction

PROJECT NAME: CCHS New Elevator & Classroom HVAC and CCMS New Elevator

PURCHASE ORDER NO.: 63569

## AMOUNT RECOMMENDED FOR PAYMENT

\$76,065.15

PROGRAM MANAGER

CHARLES WREN  
PRINT NAME

DATE

ASSISTANT SUPERINTENDENT

MIKE REYNOLDS  
PRINT NAME

DATE

INVOICE NUMBER: 13 Retention

5/31/2015

INVOICE AMOUNT: \$76,065.15

## ACCOUNT SUMMARY:

	FUND	RESOURCE	GOAL	FUNCTION	OBJECT	LOCATION	AMOUNT:
Line 1	21.0	97011.0	00000	85000	6250	4010000	<u>\$38,032.58</u>
Line 2	21.0	97011.0	00000	85000	6250	3010000	<u>\$38,032.58</u>

PREPARED BY: da  
Initials

6/3/2015  
Date

Final Payment

### IMPORTANT NOTE:

*This procedure is in accordance with the State of California guidelines for "invoice" processing established with the adoption of the Prompt Payment Act (30 day processing / notification).*

**CONDITIONAL WAIVER AND RELEASE ON  
FINAL PAYMENT**  
(Civil Code, § 8136)

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

**Identifying Information:**

Name of Claimant: Balfour Beatty Construction, LLC  
Name of Customer: Culver City Unified School District  
Job Location: CCHS Elevators/HVAC  
Owner: Culver City Unified School District

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:


Maker of Check: Culver City Unified School District  
Amount of Check: \$ 76,065.15 - pay app. # 13 retention  
Check Payable to: Balfour Beatty Construction, LLC

**Exceptions**

This document does not affect any of the following:

Disputed claims for extras in the amount of: \$ 10,326.50

**Signature**

Claimant's Signature:   
Claimant's Title: Senior Vice President  
Date of Signature: 6/10/13

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

**TO OWNER:**  
 Culver City Unified School District  
 4034 Irving Place  
 Culver City, CA 90232

**PROJECT:**  
 CCHS New Elevator & Classroom HVAC  
 CCMS New Elevator  
 CCUSD P.O. # 63569

**APPLICATION NO:** 13  
**RETENTION**

**Distribution to:**

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	INSPECTOR
<input type="checkbox"/>	

**FROM GENERAL CONTRACTOR:**  
**BALFOUR BEATTY CONSTRUCTION**  
 10620 Treena Street Suite 300  
 San Diego, CA 92131

**VIA ARCHITECT:**  
 Westburg & White  
 14471 Chambers Suite 210  
 Tustin, CA 92780

**MONTH ENDING:** 05/31/15  
**APPLICATION DATE:** 05/31/15

**PROJECT NO:** 13161000

**CONTRACT FOR (SCOPE OF WORK):** CCHS New Elevator & Classroom HVAC/CCMS New Elevator

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Architect (A/E) certifies that to the best of the A/E's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the District for Work for which previous Certificates for Payment were issued and payments received from the District, and that current payment shown herein is now due.

### 1. ORIGINAL CONTRACT SUM

\$	1,569,872.00
\$	(48,569.00)
\$	1,521,303.00
\$	1,521,303.00

2. Net change by Change Orders  
 3. CONTRACT SUM TO DATE (Line 1 + 2)  
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)

### 5. RETAINAGE:

a. 5 % of Completed Work  
 (Column D + E on G703) \$ 76,065.15  
 b. 5 % of Stored Material  
 (Column F on G703) \$ -

Total Retainage (Lines 5a + 5b or

\$	76,065.15
\$	1,445,237.85

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)  
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)  
 8. CURRENT PAYMENT DUE  
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)

\$	1,445,237.85
\$	76,065.15
\$	-

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0	\$0
Total approved this Month	\$0	(\$48,569)
<b>TOTALS</b>	\$0	(\$48,569)
<b>NET CHANGES by Change Order</b>		(\$48,569)

## GENERAL CONTRACTOR'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the trade contractor certifies to the Owner that to the best of the trade contractors knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Trade contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 76,065.15

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

*[Signature]*

**GENERAL CONTRACTOR:**  
 By: *[Signature]* Date: 26 May 2015

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CULVER CITY UNIFIED SCHOOL DISTRICT  
MEASURE CC BOND PROGRAM

# INVOICE PAYMENT APPROVAL

Consultant
  Contractor
  Vendor/Supplier

COMPANY NAME: Balfour Beatty Construction  
 PROJECT NAME: CCHS New Elevator & Classroom HVAC and CCMS New Elevator  
 PURCHASE ORDER NO.: 63569

### AMOUNT RECOMMENDED FOR PAYMENT

\$10,326.50

PROGRAM MANAGER

CHARLES WREN

PRINT NAME

DATE

ASSISTANT SUPERINTENDENT

MIKE REYNOLDS

PRINT NAME

DATE

INVOICE NUMBER: 12

5/31/2015

INVOICE AMOUNT: \$10,326.50

### ACCOUNT SUMMARY:

	FUND	RESOURCE	GOAL	FUNCTION	OBJECT	LOCATION	AMOUNT:
Line 1	21.0	97011.0	00000	85000	6250	4010000	<u>\$5,163.25</u>
Line 2	21.0	97011.0	00000	85000	6250	3010000	<u>\$5,163.25</u>

PREPARED BY: da  
Initials

6/3/2015  
Date

Final Payment

#### IMPORTANT NOTE:

*This procedure is in accordance with the State of California guidelines for "invoice" processing established with the adoption of the Prompt Payment Act.(30 day processing / notification).*

**CONDITIONAL WAIVER AND RELEASE ON  
PROGRESS PAYMENT**  
(Civil Code, § 8132)

**NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.**

**Identifying Information:**

Name of Claimant: Balfour Beatty Construction, LLC  
Name of Customer: Culver City Unified School District  
Job Location: CCHS Elevators/HVAC  
Owner: Culver City Unified School District  
Through Date: 05/31/15

**Conditional Waiver and Release**

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and services provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Culver City Unified School District  
Amount of Check: \$ 10,326.50 - pay app. #12 - final  
Check Payable to: Balfour Beatty Construction, LLC

**Exceptions**

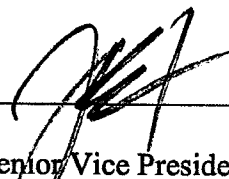
This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release: NONE  
Amount(s) of unpaid progress payment(s): \$ 0.00

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

**Signature**

Claimant's Signature:   
Claimant's Title: Senior Vice President  
Date of Signature: 6/11/15



# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:  
**Culver City Unified School District**  
 4034 Irving Place  
 Culver City, CA 90232

PROJECT:  
**CCHS New Elevator & Classroom HVAC**  
**CCMS New Elevator**  
**CCUSD P.O. # 63569**

FROM GENERAL CONTRACTOR:  
**BALFOUR BEATTY CONSTRUCTION**  
 10620 Treena Street Suite 300  
 San Diego, CA 92131

VIA ARCHITECT:  
**Westburg & White**  
 14471 Chambers Suite 210  
 Tustin, CA 92780

APPLICATION NO: **12 FINAL**

Distribution to:  
 OWNER  
 ARCHITECT  
 INSPECTOR

MONTH ENDING: **05/31/15**

APPLICATION DATE: **05/31/15**

PROJECT NO: **13161000**

## CONTRACT FOR (SCOPE OF WORK): CCHS New Elevator & Classroom HVAC/CCMS New Elevator

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.


- 1. ORIGINAL CONTRACT SUM**
- Net change by Change Orders  
 \$ 1,569,872.00
- CONTRACT SUM TO DATE (Line 1 ± 2)  
 \$ (48,569.00)
- TOTAL COMPLETED & STORED TO DATE (Column G on G703)  
 \$ 1,521,303.00
- RETAINAGE:  
 a. 5 % of Completed Work (Column D + E on G703) \$ 76,065.15  
 b. 5 % of Stored Material (Column F on G703) \$ -

- Total Retainage (Lines 5a + 5b or Total in Column I of G703)  
 \$ 76,065.15
- TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)  
 \$ 1,445,237.85
- LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)  
 \$ 1,434,911.35
- CURRENT PAYMENT DUE  
 \$ 10,326.50
- BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)  
 \$ 76,065.15

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0	\$0
Total approved this Month	\$0	(\$48,569)
<b>TOTALS</b>	\$0	(\$48,569)
<b>NET CHANGES by Change Order</b>		(\$48,569)

The undersigned Architect (A/E) certifies that to the best of the A/E's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the District for Work for which previous Certificates for Payment were issued and payments received from the District, and that current payment shown herein is now due.

DISTRICT:  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

INSPECTOR:  
 By:  Date: 5/28/15

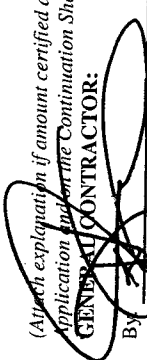
ARCHITECT:  
 By: R. R. U. Date: 27 May 2015

### GENERAL CONTRACTOR'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the trade contractor certifies to the Owner that to the best of the trade contractors knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Trade contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 10,326.50

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this application and on the Continuation Sheet that are changed to conform with the amount certified.)

GENERAL CONTRACTOR:  
 By:  Date: 26 May 2015

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

BOARD REPORT

6/23/15  
14.3d

14.3d Approval of AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Association of Classified Employees (ACE)

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement Form showing the financial impact of the agreement between CCUSD and ACE, a copy of which is attached for the Board's information, review and approval.

**RECOMMENDED MOTION:** That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement between CCUSD and ACE for an increase to current compensation of 5% in salary and \$600 to the District's health and welfare contribution.

Moved by:

Seconded by:

Vote:

**Los Angeles County Office of Education  
Division of Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: Culver City Unified School District  
 Name of Bargaining Unit: Association of Classified Employees (ACE)  
 Certificated, Classified, Other: Classified

The proposed agreement covers the period beginning: July 1, 2015 and ending: June 30, 2016  
 (date) (date)

The Governing Board will act upon this agreement on: June 23, 2015  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2015-16	2016-17	2017-18
1. Salary Schedule Including Step and Column	\$ 9,396,820	\$ 469,841		
		5.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 2,248,189	\$ 112,409		
		5.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 1,386,365	\$ 88,800		
		6.41%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 13,031,374	\$ 671,050	\$ -	\$ -
		5.15%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	328.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 39,730	\$ 2,046	\$ -	\$ -
		5.15%	0.00%	0.00%

Referenced In:  
Informational Bulletin No. 3882  
July 11, 2014

Printed 6/9/2015 11:46 AM

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

Culver City Unified School District  
Association of Classified Employees (ACE)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

An increase of 5.0% for 2015-16 effective for unit members who are employed on or after July 1, 2015. The 5% increase is a revision to the 3.6% increase that was previously agreed upon effective July 1, 2015 and is not in addition too.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare

Yes  No

If yes, please describe the cap amount.

In 2015-16, we are increasing the cap to \$10,600.50 which is an increase of \$600. The \$600 increase is a revision to the previously agreed upon amount of \$400 effective July 1, 2015.

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None



Culver City Unified School District  
Association of Classified Employees (ACE)

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

This Memorandum of Understanding does not preclude or cease negotiation on other issues that were addressed on the 2015-16 initial proposal.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Unrestricted and Restricted Federal, State and Local revenues.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Unrestricted and Restricted Federal, State and Local revenues.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

Increase in LCFF funding from GAP funding will cover the cost of the salary and benefits increase ongoing.

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Unrestricted General Fund Association of Classified Employees (ACE)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ 1,798,387		\$ -	\$ 1,798,387
Other Local Revenue	8600-8799	\$ 3,095,313		\$ -	\$ 3,095,313
<b>TOTAL REVENUES</b>		\$ 56,326,246		\$ -	\$ 56,326,246
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 23,958,445	\$ -		\$ 23,958,445
Classified Salaries	2000-2999	\$ 6,622,278	\$ 213,146		\$ 6,835,424
Employee Benefits	3000-3999	\$ 8,135,261	\$ 94,555		\$ 8,229,816
Books and Supplies	4000-4999	\$ 1,037,096		\$ -	\$ 1,037,096
Services, Other Operating Expenses	5000-5999	\$ 2,996,250		\$ -	\$ 2,996,250
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299 7400-7499	\$ 120,157		\$ -	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (1,130,199)		\$ -	\$ (1,130,199)
<b>TOTAL EXPENDITURES</b>		\$ 41,814,288	\$ 307,701	\$ -	\$ 42,121,989
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ (9,044,561)	\$ (158,553)	\$ -	\$ (9,203,114)
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 5,467,397	\$ (466,254)	\$ -	\$ 5,001,143
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 16,067,221			\$ 16,067,221
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 21,543,297	\$ (466,254)	\$ -	\$ 21,077,043
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740				
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 15,540	\$ -	\$ 1,896,878
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (481,794)	\$ -	\$ 17,675,940

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Restricted General Fund**  
 Bargaining Unit: Association of Classified Employees (ACE)

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue 8300-8599	\$ 5,039,867		\$ -	\$ 5,039,867
Other Local Revenue 8600-8799	\$ 1,729,106		\$ -	\$ 1,729,106
<b>TOTAL REVENUES</b>	\$ 9,027,382		\$ -	\$ 9,027,382
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 5,560,351	\$ -	\$ -	\$ 5,560,351
Classified Salaries 2000-2999	\$ 3,301,442	\$ 149,178	\$ -	\$ 3,450,620
Employee Benefits 3000-3999	\$ 2,329,823	\$ 61,131	\$ -	\$ 2,390,954
Books and Supplies 4000-4999	\$ 2,048,863		\$ -	\$ 2,048,863
Services, Other Operating Expenses 5000-5999	\$ 5,666,363		\$ -	\$ 5,666,363
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499				
Indirect/Direct Support Costs 7300-7399	\$ 790,139		\$ -	\$ 790,139
<b>TOTAL EXPENDITURES</b>	\$ 19,696,981	\$ 210,309	\$ -	\$ 19,907,290
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ 9,044,561	\$ 158,553	\$ -	\$ 9,203,114
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (1,625,038)	\$ (51,756)	\$ -	\$ (1,676,794)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 3,931,090			\$ 3,931,090
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 2,306,052	\$ (51,756)	\$ -	\$ 2,254,296
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 2,306,052	\$ (51,756)	\$ -	\$ 2,254,296
Committed Amounts 9750-9760				
Assigned Amounts 9780				
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



## Culver City Unified School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Combined General Fund Association of Classified Employees (ACE)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue	8300-8599	\$ 6,838,254		\$ -	\$ 6,838,254
Other Local Revenue	8600-8799	\$ 4,824,419		\$ -	\$ 4,824,419
<b>TOTAL REVENUES</b>		\$ 65,353,628		\$ -	\$ 65,353,628
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 29,518,796	\$ -	\$ -	\$ 29,518,796
Classified Salaries	2000-2999	\$ 9,923,720	\$ 362,324	\$ -	\$ 10,286,044
Employee Benefits	3000-3999	\$ 10,465,084	\$ 155,686	\$ -	\$ 10,620,770
Books and Supplies	4000-4999	\$ 3,085,959		\$ -	\$ 3,085,959
Services, Other Operating Expenses	5000-5999	\$ 8,662,613		\$ -	\$ 8,662,613
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299 7400-7499	\$ 120,157		\$ -	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)		\$ -	\$ (340,060)
<b>TOTAL EXPENDITURES</b>		\$ 61,511,269	\$ 518,010	\$ -	\$ 62,029,279
<b>OTHER FINANCING SOURCES/USES</b>					
Transfer In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 3,842,359	\$ (518,010)	\$ -	\$ 3,324,349
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 19,998,311			\$ 19,998,311
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 23,849,349	\$ (518,010)	\$ -	\$ 23,331,339
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740	\$ 2,306,052	\$ (51,756)	\$ -	\$ 2,254,296
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 15,540	\$ -	\$ 1,896,878
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (481,794)	\$ -	\$ 17,675,940

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 11 - Adult Education Fund  
Association of Classified Employees (ACE)**

Bargaining Unit:

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 190,159		\$ -	\$ 190,159
Other State Revenue 8300-8599	\$ 9,577		\$ -	\$ 9,577
Other Local Revenue 8600-8799	\$ 387,878		\$ -	\$ 387,878
<b>TOTAL REVENUES</b>	\$ 587,614		\$ -	\$ 587,614
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 848,186	\$ -	\$ -	\$ 848,186
Classified Salaries 2000-2999	\$ 386,500	\$ 14,281	\$ -	\$ 400,781
Employee Benefits 3000-3999	\$ 275,087	\$ 6,417	\$ -	\$ 281,504
Books and Supplies 4000-4999	\$ 62,672		\$ -	\$ 62,672
Services, Other Operating Expenses 5000-5999	\$ 90,500		\$ -	\$ 90,500
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 67,763		\$ -	\$ 67,763
<b>TOTAL EXPENDITURES</b>	\$ 1,730,708	\$ 20,698	\$ -	\$ 1,751,406
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ 900,000	\$ -	\$ -	\$ 900,000
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (243,094)	\$ (20,698)	\$ -	\$ (263,792)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 489,774			\$ 489,774
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 246,680	\$ (20,698)	\$ -	\$ 225,982
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 29,287	\$ -	\$ -	\$ 29,287
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 217,393	\$ (20,698)	\$ -	\$ 196,695
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 12 - Child Development Fund  
Association of Classified Employees (ACE)**

Bargaining Unit:

		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
Object Code					
<b>REVENUES</b>					
Federal Revenue	8100-8299	\$ 503,449		\$ -	\$ 503,449
Other State Revenue	8300-8599	\$ 960,753		\$ -	\$ 960,753
Other Local Revenue	8600-8799	\$ 2,537,204		\$ -	\$ 2,537,204
<b>TOTAL REVENUES</b>		\$ 4,001,406		\$ -	\$ 4,001,406
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 1,566,880	\$ -	\$ -	\$ 1,566,880
Classified Salaries	2000-2999	\$ 1,338,791	\$ 52,493	\$ -	\$ 1,391,284
Employee Benefits	3000-3999	\$ 885,685	\$ 23,359	\$ -	\$ 909,044
Books and Supplies	4000-4999	\$ 178,100		\$ -	\$ 178,100
Services, Other Operating Expenses	5000-5999	\$ 135,392		\$ -	\$ 135,392
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ 189,297		\$ -	\$ 189,297
<b>TOTAL EXPENDITURES</b>		\$ 4,294,145	\$ 75,852	\$ -	\$ 4,369,997
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (292,739)	\$ (75,852)	\$ -	\$ (368,591)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 561,472			\$ 561,472
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 268,733	\$ (75,852)	\$ -	\$ 192,881
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 268,733	\$ (75,852)	\$ -	\$ 192,881
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit: **Fund 13/61 - Cafeteria Fund**  
**Association of Classified Employees (ACE)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 1,160,140		\$ -	\$ 1,160,140
Other State Revenue 8300-8599	\$ 90,000		\$ -	\$ 90,000
Other Local Revenue 8600-8799	\$ 803,500		\$ -	\$ 803,500
<b>TOTAL REVENUES</b>	<b>\$ 2,053,640</b>		<b>\$ -</b>	<b>\$ 2,053,640</b>
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,024,500	\$ 40,742	\$ -	\$ 1,065,242
Employee Benefits 3000-3999	\$ 302,928	\$ 15,748	\$ -	\$ 318,676
Books and Supplies 4000-4999	\$ 894,000		\$ -	\$ 894,000
Services, Other Operating Expenses 5000-5999	\$ 36,440		\$ -	\$ 36,440
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 83,000		\$ -	\$ 83,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,340,868</b>	<b>\$ 56,490</b>	<b>\$ -</b>	<b>\$ 2,397,358</b>
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (287,228)</b>	<b>\$ (56,490)</b>	<b>\$ -</b>	<b>\$ (343,718)</b>
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 363,052			\$ 363,052
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	<b>\$ 75,824</b>	<b>\$ (56,490)</b>	<b>\$ -</b>	<b>\$ 19,334</b>
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 59,590	\$ (56,491)	\$ -	\$ 3,099
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 16,234	\$ -	\$ -	\$ 16,234
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 1	\$ -	\$ 1

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14



**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
 Bargaining Unit: **Association of Classified Employees (ACE)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenues 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
 Bargaining Unit: **Association of Classified Employees (ACE)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Culver City Unified School District  
Association of Classified Employees (ACE)

**Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:**

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

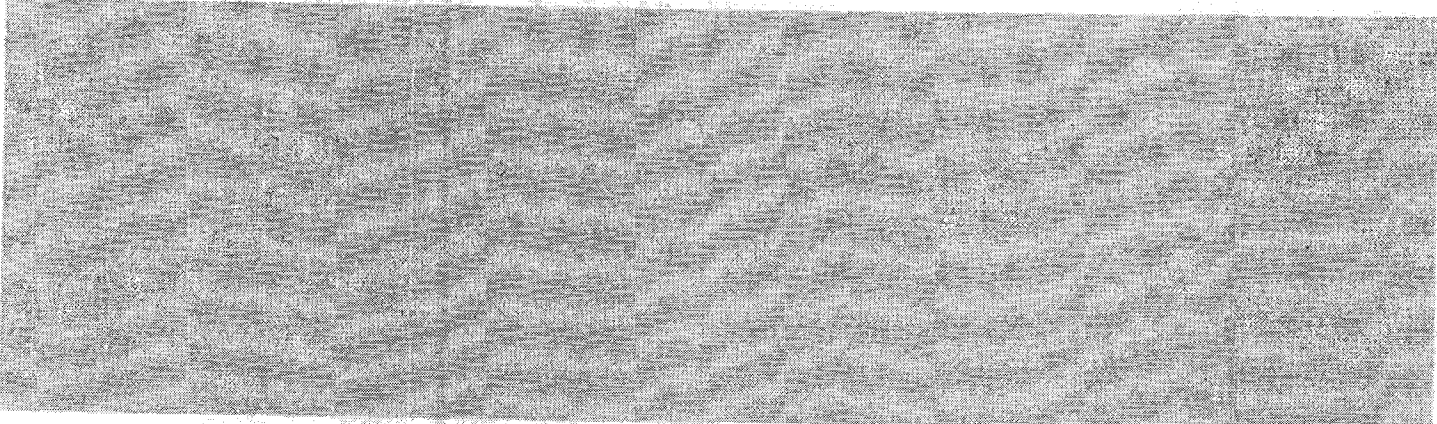
Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:





**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Bargaining Unit: Unrestricted General Fund MYP**  
**Association of Classified Employees (ACE)**

Object Code	2015-16	2016-17	2017-18
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,798,387	\$ 1,375,000	\$ 1,375,000
Other Local Revenue 8600-8799	\$ 3,095,313	\$ 1,895,313	\$ 1,895,313
<b>TOTAL REVENUES</b>	<b>\$ 56,326,246</b>	<b>\$ 55,497,574</b>	<b>\$ 57,216,208</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 23,958,445	\$ 24,413,307	\$ 24,657,440
Classified Salaries 2000-2999	\$ 6,835,424	\$ 6,688,501	\$ 6,755,386
Employee Benefits 3000-3999	\$ 8,229,816	\$ 8,476,710	\$ 8,731,012
Books and Supplies 4000-4999	\$ 1,037,096	\$ 1,637,096	\$ 1,637,096
Services, Other Operating Expenses 5000-5999	\$ 2,996,250	\$ 4,500,000	\$ 4,500,000
Capital Outlay 6000-6999	\$ 75,000	\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157
Indirect/Direct Support Costs 7300-7399	\$ (1,130,199)	\$ (1,165,000)	\$ (1,165,000)
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 42,121,989</b>	<b>\$ 44,670,771</b>	<b>\$ 45,236,091</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Transfers Out and Other Uses 7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000
Contributions 8980-8999	\$ (9,203,114)	\$ (9,253,114)	\$ (9,303,114)
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ 5,001,143</b>	<b>\$ 1,873,689</b>	<b>\$ 2,977,003</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 16,067,221	\$ 21,077,043	\$ 22,950,732
Prior-Year Adjustments/Restatements 9793/9795	\$ 8,679		
<b>ENDING FUND BALANCE</b>	<b>\$ 21,077,043</b>	<b>\$ 22,950,732</b>	<b>\$ 25,927,735</b>
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 75,000	\$ 75,000	\$ 75,000
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764
Reserve for Economic Uncertainties 9789	\$ 1,896,878	\$ 1,912,186	\$ 1,934,092
Unassigned/Unappropriated Amount 9790	\$ 17,675,940	\$ 19,664,782	\$ 22,619,879

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit: Object Code		Restricted General Fund MYP Association of Classified Employees (ACE)		
		2015-16 Total Revised Budget After Settlement	2016-17 First Subsequent Year After Settlement	2017-18 Second Subsequent Year After Settlement
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ -	\$ -	\$ -
Federal Revenue	8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue	8300-8599	\$ 5,039,867	\$ 4,279,463	\$ 4,279,463
Other Local Revenue	8600-8799	\$ 1,729,106	\$ 1,500,000	\$ 1,500,000
<b>TOTAL REVENUES</b>		\$ 9,027,382	\$ 8,044,463	\$ 8,044,463
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 5,560,351	\$ 5,766,624	\$ 5,824,291
Classified Salaries	2000-2999	\$ 3,450,620	\$ 3,334,456	\$ 3,367,801
Employee Benefits	3000-3999	\$ 2,390,954	\$ 2,462,683	\$ 2,536,563
Books and Supplies	4000-4999	\$ 2,048,863	\$ 2,000,000	\$ 2,000,000
Services, Other Operating Expenses	5000-5999	\$ 5,666,363	\$ 3,800,000	\$ 3,800,000
Capital Outlay	6000-6999	\$ -	\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -	\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ 790,139	\$ 805,000	\$ 805,000
Other Adjustments			\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 19,907,290	\$ 18,168,763	\$ 18,333,655
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 9,203,114	\$ 9,253,114	\$ 9,303,114
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (1,676,794)	\$ (871,186)	\$ (986,078)
<b>BEGINNING FUND BALANCE</b>	9791	\$ 3,931,090	\$ 2,254,296	\$ 1,383,110
Prior-Year Adjustments/Restatements	9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>		\$ 2,254,296	\$ 1,383,110	\$ 397,032
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 2,254,296	\$ 1,383,110	\$ 397,032
Committed Amounts	9750-9760			
Assigned Amounts	9780			
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive



**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit:		Combined General Fund MYP Association of Classified Employees (ACE)		
Object Code		2015-16	2016-17	2017-18
		Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895
Federal Revenue	8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue	8300-8599	\$ 6,838,254	\$ 5,654,463	\$ 5,654,463
Other Local Revenue	8600-8799	\$ 4,824,419	\$ 3,395,313	\$ 3,395,313
<b>TOTAL REVENUES</b>		\$ 65,353,628	\$ 63,542,037	\$ 65,260,671
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 29,518,796	\$ 30,179,931	\$ 30,481,731
Classified Salaries	2000-2999	\$ 10,286,044	\$ 10,022,957	\$ 10,123,187
Employee Benefits	3000-3999	\$ 10,620,770	\$ 10,939,393	\$ 11,267,575
Books and Supplies	4000-4999	\$ 3,085,959	\$ 3,637,096	\$ 3,637,096
Services, Other Operating Expenses	5000-5999	\$ 8,662,613	\$ 8,300,000	\$ 8,300,000
Capital Outlay	6000-6999	\$ 75,000	\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)	\$ (360,000)	\$ (360,000)
Other Adjustments			\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 62,029,279	\$ 62,839,535	\$ 63,569,745
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000
Contributions	8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 3,324,349	\$ 1,002,503	\$ 1,990,926
<b>BEGINNING FUND BALANCE</b>	9791	\$ 19,998,311	\$ 23,331,339	\$ 24,333,842
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679		
<b>ENDING FUND BALANCE</b>		\$ 23,331,339	\$ 24,333,842	\$ 26,324,767
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ 75,000	\$ 75,000	\$ 75,000
Restricted Amounts	9740	\$ 2,254,296	\$ 1,383,110	\$ 397,032
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764
Reserve for Economic Uncertainties	9789	\$ 1,896,878	\$ 1,912,186	\$ 1,934,092
Unassigned/Unappropriated Amount	9790	\$ 17,675,940	\$ 19,664,782	\$ 22,619,879

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**  
**Association of Classified Employees (ACE)**

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

**1. State Reserve Standard**

	2015-16	2016-17	2017-18
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 63,229,279	\$ 63,739,535	\$ 64,469,745
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 63,229,279	\$ 63,739,535	\$ 64,469,745
d. State Standard Minimum Reserve Percentage for this District      Enter percentage →	3.00%	3.00%	3.00%
e. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$50,000)	\$ 1,896,878	\$ 1,912,186	\$ 1,934,092

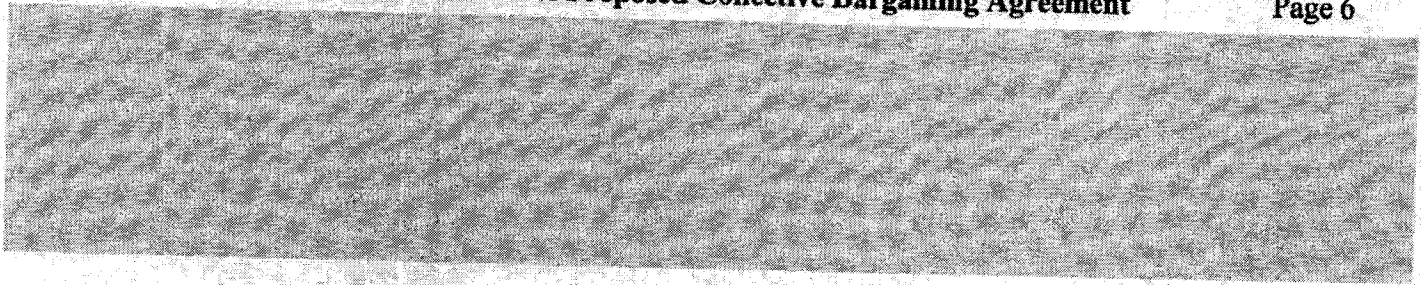
**2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)**

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,896,878	\$ 1,912,186	\$ 1,934,092
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 17,675,940	\$ 19,664,782	\$ 22,619,879
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 19,572,818	\$ 21,576,968	\$ 24,553,971
f. Reserve for Economic Uncertainties Percentage	30.96%	33.85%	38.09%

**3. Do unrestricted reserves meet the state minimum reserve amount?**

2015-16	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2016-17	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2017-18	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

**4. If no, how do you plan to restore your reserves?**

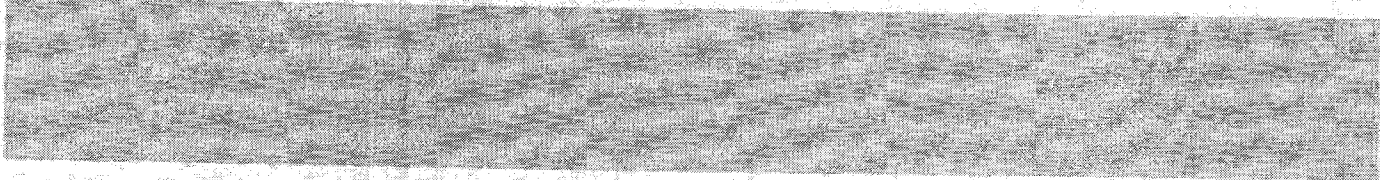


Culver City Unified School District  
 Association of Classified Employees (ACE)

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$	671,050
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$	(518,010)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$	(20,698)
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$	(75,852)
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$	(56,490)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$	(671,050)
	Variance \$	-

Variance Explanation:

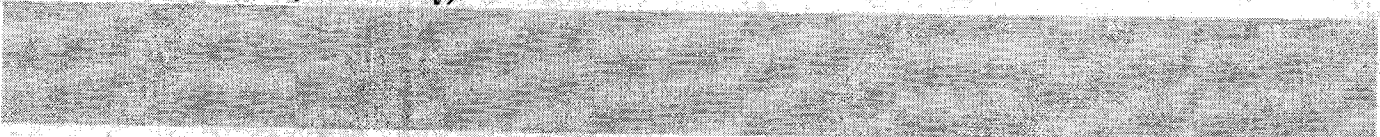


6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ 3,842,359	6.1%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 3,324,349	5.3%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 1,002,503	1.6%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 1,990,926	3.1%	

Deficit Reduction Plan (as necessary):



7. Subsequent FY? Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet or use Page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	

**Public Disclosure of Proposed Collective Bargaining Agreement**

2nd Subsequent FY Unrestricted, Page 5a \$ -

2nd Subsequent FY Restricted, Page 5b \$ -



Association of Classified Employees (ACE)

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding

(fill out columns for which there is agreement)

	2013-14	2015-16	2016-17	2017-18
a. <u>LCFF Gap Funding per ADA</u>	571.10	756.16	904.54	272.03
b. <u>Amount Change from Prior Year Funding per ADA</u>		185.06	(451.62)	(32.51)
c. <u>Percentage Change from Prior Year Funding per ADA</u>		32.40%	-59.73%	-10.67%
d. <u>Total Compensation Amount Change (from Page 1, Section A, Line 5)</u>		671,050.00		
e. <u>Total Compensation Percentage Change (from Page 1, Section A, Line 5)</u>		5.15%	0.00%	0.00%
f. <u>Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)</u>		Within		

**K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2015 to June 30, 2016.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

- Revenues/Other Financing Sources
- Expenditures/Other Financing Uses
- Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	671,050
\$	(671,050)

Subsequent Years

**Budget Adjustment Categories:**

- Revenues/Other Financing Sources
- Expenditures/Other Financing Uses
- Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify       I am unable to certify

\_\_\_\_\_  
District Superintendent  
(Signature)

6/9/15  
\_\_\_\_\_  
Date

I hereby certify       I am unable to certify

\_\_\_\_\_  
Chief Business Official  
(Signature)

6/9/15  
\_\_\_\_\_  
Date

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Culver City Unified School District  
Association of Classified Employees (ACE)

**Assumptions and Explanations** (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

The District has a considerable amount of reserves built up over the past several years that are going to be reinvested along with the increase in LCFF funding into the salary schedules of the District. This increase will bring salary schedules particularly for ACE unit members into the median salary range for Los Angeles County School Districts. This is in line with the District's goal of elevating the salary schedules across all bargaining units within the median of LA County School Districts to retain and hire the best employees available. Elevating the District's salary schedules is one of the District's top priorities. The District is continuing to cut costs where available, focus on spending down restricted dollars, and ensuring that the pupil to teacher ratios are well balanced.

Concerns regarding affordability of agreement in subsequent years (if any):



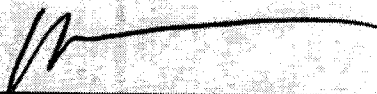
**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Culver City Unified School District

**District Name**



**District Superintendent  
(Signature)**

6/9/2015

**Date**

Mike Reynolds, Assistant Superintendent Business Services

**Contact Person**

310-842-4220

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on June 23, 2015 took action to approve the proposed agreement with the Association of Classified Employees (ACE) Bargaining Unit(s).

**President (or Clerk), Governing Board  
(Signature)**

**Date**

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

**BOARD REPORT**

**6/23/15  
14.3e**

**14.3e Approval of AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Culver City Federation of Teachers (CCFT)**

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement Form showing the financial impact of the agreement between CCUSD and CCFT, a copy of which is attached for the Board's information, review and approval.

**RECOMMENDED MOTION:** That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement between CCUSD and CCFT for an increase to current compensation of 5% in salary and \$600 to the District's health and welfare contribution.

**Moved by:**

**Seconded by:**

**Vote:**

**Los Angeles County Office of Education  
Division of Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT**  
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District: Culver City Unified School District  
 Name of Bargaining Unit: Culver City Federation of Teachers (CCFT)  
 Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2015 and ending: June 30, 2016  
 (date) (date)

The Governing Board will act upon this agreement on: June 23, 2015  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation  All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2015-16	2016-17	2017-18
1. Salary Schedule Including Step and Column	\$ 25,507,313	\$ 1,275,366		
		5.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 4,236,255	\$ 211,813		
		5.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 2,747,288	\$ 153,000		
		5.57%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 32,490,856	\$ 1,640,179	\$ -	\$ -
		5.05%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	374.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 86,874	\$ 4,386	\$ -	\$ -
		5.05%	0.00%	0.00%

Referenced In:  
Informational Bulletin No. 3882  
July 11, 2014

Printed 6/9/2015 11:44 AM

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

An increase of 5.0% for 2015-16 effective for unit members who are employed on or after July 1, 2015. The 5% increase is a revision to the 3.6% increase that was previously agreed upon effective July 1, 2015 and is not in addition too.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare      Yes       No

If yes, please describe the cap amount.

In 2015-16, we are increasing the cap to \$10,600.50 which is an increase of \$600. The \$600 increase is a revision to the previously agreed upon amount of \$400 effective July 1, 2015.

**B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)**

None

**C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)**

None



Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

This Memorandum of Understanding does not preclude or cease negotiation on other issues that were addressed on the 2015-16 initial proposal.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Source of Funding for Proposed Agreement:**

1. Current Year

Unrestricted and Restricted Federal, State and Local revenues.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

Unrestricted and Restricted Federal, State and Local revenues.

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

Increase in LCFF funding from GAP funding will cover the cost of the salary and benefits increase ongoing.

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Unrestricted General Fund Culver City Federation of Teachers (CCFT)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ 1,798,387		\$ -	\$ 1,798,387
Other Local Revenue	8600-8799	\$ 3,095,313		\$ -	\$ 3,095,313
<b>TOTAL REVENUES</b>		\$ 56,326,246		\$ -	\$ 56,326,246
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 23,958,445	\$ 1,018,387		\$ 24,976,832
Classified Salaries	2000-2999	\$ 6,622,278			\$ 6,622,278
Employee Benefits	3000-3999	\$ 8,135,261	\$ 291,654		\$ 8,426,915
Books and Supplies	4000-4999	\$ 1,037,096		\$ -	\$ 1,037,096
Services, Other Operating Expenses	5000-5999	\$ 2,996,250		\$ -	\$ 2,996,250
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299 7400-7499	\$ 120,157		\$ -	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (1,130,199)		\$ -	\$ (1,130,199)
<b>TOTAL EXPENDITURES</b>		\$ 41,814,288	\$ 1,310,041	\$ -	\$ 43,124,329
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ (9,044,561)	\$ (179,008)	\$ -	\$ (9,223,569)
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 5,467,397	\$ (1,489,049)	\$ -	\$ 3,978,348
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 16,067,221			\$ 16,067,221
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 21,543,297	\$ (1,489,049)	\$ -	\$ 20,054,248
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740				
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 45,742	\$ -	\$ 1,927,080
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (1,534,791)	\$ -	\$ 16,622,943

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

## Culver City Unified School District

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Restricted General Fund Culver City Federation of Teachers (CCFT)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue	8300-8599	\$ 5,039,867		\$ -	\$ 5,039,867
Other Local Revenue	8600-8799	\$ 1,729,106		\$ -	\$ 1,729,106
<b>TOTAL REVENUES</b>		\$ 9,027,382		\$ -	\$ 9,027,382
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 5,560,351	\$ 168,791	\$ -	\$ 5,729,142
Classified Salaries	2000-2999	\$ 3,301,442	\$ -	\$ -	\$ 3,301,442
Employee Benefits	3000-3999	\$ 2,329,823	\$ 45,913	\$ -	\$ 2,375,736
Books and Supplies	4000-4999	\$ 2,048,863		\$ -	\$ 2,048,863
Services, Other Operating Expenses	5000-5999	\$ 5,666,363		\$ -	\$ 5,666,363
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ 790,139		\$ -	\$ 790,139
<b>TOTAL EXPENDITURES</b>		\$ 19,696,981	\$ 214,704	\$ -	\$ 19,911,685
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 9,044,561	\$ 179,008	\$ -	\$ 9,223,569
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (1,625,038)	\$ (35,696)	\$ -	\$ (1,660,734)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 3,931,090			\$ 3,931,090
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 2,306,052	\$ (35,696)	\$ -	\$ 2,270,356
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 2,306,052	\$ (35,696)	\$ -	\$ 2,270,356
Committed Amounts	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



## Culver City Unified School District

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Combined General Fund Culver City Federation of Teachers (CCFT)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue	8300-8599	\$ 6,838,254		\$ -	\$ 6,838,254
Other Local Revenue	8600-8799	\$ 4,824,419		\$ -	\$ 4,824,419
<b>TOTAL REVENUES</b>		\$ 65,353,628		\$ -	\$ 65,353,628
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 29,518,796	\$ 1,187,178	\$ -	\$ 30,705,974
Classified Salaries	2000-2999	\$ 9,923,720	\$ -	\$ -	\$ 9,923,720
Employee Benefits	3000-3999	\$ 10,465,084	\$ 337,567	\$ -	\$ 10,802,651
Books and Supplies	4000-4999	\$ 3,085,959		\$ -	\$ 3,085,959
Services, Other Operating Expenses	5000-5999	\$ 8,662,613		\$ -	\$ 8,662,613
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299 7400-7499	\$ 120,157		\$ -	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)		\$ -	\$ (340,060)
<b>TOTAL EXPENDITURES</b>		\$ 61,511,269	\$ 1,524,745	\$ -	\$ 63,036,014
<b>OTHER FINANCING SOURCES/USES</b>					
Transfer In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 3,842,359	\$ (1,524,745)	\$ -	\$ 2,317,614
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 19,998,311			\$ 19,998,311
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 23,849,349	\$ (1,524,745)	\$ -	\$ 22,324,604
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740	\$ 2,306,052	\$ (35,696)	\$ -	\$ 2,270,356
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 45,742	\$ -	\$ 1,927,080
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (1,534,791)	\$ -	\$ 16,622,943

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 11 - Adult Education Fund**

Bargaining Unit:

Culver City Federation of Teachers (CCFT)

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 190,159		\$ -	\$ 190,159
Other State Revenue 8300-8599	\$ 9,577		\$ -	\$ 9,577
Other Local Revenue 8600-8799	\$ 387,878		\$ -	\$ 387,878
<b>TOTAL REVENUES</b>	\$ 587,614		\$ -	\$ 587,614
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 848,186	\$ 27,368	\$ -	\$ 875,554
Classified Salaries 2000-2999	\$ 386,500	\$ -	\$ -	\$ 386,500
Employee Benefits 3000-3999	\$ 275,087	\$ 6,945	\$ -	\$ 282,032
Books and Supplies 4000-4999	\$ 62,672		\$ -	\$ 62,672
Services, Other Operating Expenses 5000-5999	\$ 90,500		\$ -	\$ 90,500
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 67,763		\$ -	\$ 67,763
<b>TOTAL EXPENDITURES</b>	\$ 1,730,708	\$ 34,313	\$ -	\$ 1,765,021
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ 900,000	\$ -	\$ -	\$ 900,000
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (243,094)	\$ (34,313)	\$ -	\$ (277,407)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 489,774			\$ 489,774
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 246,680	\$ (34,313)	\$ -	\$ 212,367
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 29,287	\$ -	\$ -	\$ 29,287
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 217,393	\$ (34,313)	\$ -	\$ 183,080
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 12 - Child Development Fund**  
**Culver City Federation of Teachers (CCFT)**

Bargaining Unit:

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 503,449		\$ -	\$ 503,449
Other State Revenue 8300-8599	\$ 960,753		\$ -	\$ 960,753
Other Local Revenue 8600-8799	\$ 2,537,204		\$ -	\$ 2,537,204
<b>TOTAL REVENUES</b>	\$ 4,001,406		\$ -	\$ 4,001,406
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 1,566,880	\$ 60,820	\$ -	\$ 1,627,700
Classified Salaries 2000-2999	\$ 1,338,791	\$ -	\$ -	\$ 1,338,791
Employee Benefits 3000-3999	\$ 885,685	\$ 20,301	\$ -	\$ 905,986
Books and Supplies 4000-4999	\$ 178,100		\$ -	\$ 178,100
Services, Other Operating Expenses 5000-5999	\$ 135,392		\$ -	\$ 135,392
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499				
Indirect/Direct Support Costs 7300-7399	\$ 189,297		\$ -	\$ 189,297
<b>TOTAL EXPENDITURES</b>	\$ 4,294,145	\$ 81,121	\$ -	\$ 4,375,266
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ (292,739)	\$ (81,121)	\$ -	\$ (373,860)
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 561,472			\$ 561,472
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ 268,733	\$ (81,121)	\$ -	\$ 187,612
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 268,733	\$ (81,122)	\$ -	\$ 187,611
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 1	\$ -	\$ 1

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Culver City Unified School District

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 13/61 - Cafeteria Fund**

Bargaining Unit:

Culver City Federation of Teachers (CCFT)

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



**Public Disclosure of Proposed Collective Bargaining Agreement  
Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
Bargaining Unit: **Culver City Federation of Teachers (CCFT)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenues 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

**Public Disclosure of Proposed Collective Bargaining Agreement  
Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
Bargaining Unit: **Culver City Federation of Teachers (CCFT)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

## Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	
Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

## Additional Comments:



**Public Disclosure of Proposed Collective Bargaining Agreement**  
Culver City Unified School District

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

**Unrestricted General Fund MYP**  
Bargaining Unit: Culver City Federation of Teachers (CCFT)

Object Code	2015-16			2016-17			2017-18		
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>									
LCFF Revenue	8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895					
Federal Revenue	8100-8299	\$ -	\$ -	\$ -					
Other State Revenue	8300-8599	\$ 1,798,387	\$ 1,375,000	\$ 1,375,000					
Other Local Revenue	8600-8799	\$ 3,095,313	\$ 1,895,313	\$ 1,895,313					
<b>TOTAL REVENUES</b>		<b>\$ 56,326,246</b>	<b>\$ 55,497,574</b>	<b>\$ 57,216,208</b>					
<b>EXPENDITURES</b>									
Certificated Salaries	1000-1999	\$ 24,976,832	\$ 25,226,600	\$ 25,478,866					
Classified Salaries	2000-2999	\$ 6,622,278	\$ 6,688,501	\$ 6,755,386					
Employee Benefits	3000-3999	\$ 8,426,915	\$ 8,679,722	\$ 8,940,114					
Books and Supplies	4000-4999	\$ 1,037,096	\$ 1,637,096	\$ 1,637,096					
Services, Other Operating Expenses	5000-5999	\$ 2,996,250	\$ 4,500,000	\$ 4,500,000					
Capital Outlay	6000-6999	\$ 75,000	\$ -	\$ -					
Other Outgo	7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157					
Indirect/Direct Support Costs	7300-7399	\$ (1,130,199)	\$ (1,165,000)	\$ (1,165,000)					
Other Adjustments			\$ -	\$ -					
<b>TOTAL EXPENDITURES</b>		<b>\$ 43,124,329</b>	<b>\$ 45,687,077</b>	<b>\$ 46,266,619</b>					
<b>OTHER FINANCING SOURCES/USES</b>									
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000					
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000					
Contributions	8980-8999	\$ (9,223,569)	\$ (9,273,569)	\$ (9,323,569)					
<b>OPERATING SURPLUS (DEFICIT)*</b>		<b>\$ 3,978,348</b>	<b>\$ 836,928</b>	<b>\$ 1,926,020</b>					
<b>BEGINNING FUND BALANCE</b>									
	9791	\$ 16,067,221	\$ 20,054,248	\$ 20,891,177					
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679							
<b>ENDING FUND BALANCE</b>		<b>\$ 20,054,248</b>	<b>\$ 20,891,177</b>	<b>\$ 22,817,196</b>					
<b>COMPONENTS OF ENDING BALANCE:</b>									
Nonspendable Amounts	9711-9719	\$ 75,000	\$ 75,000	\$ 75,000					
Restricted Amounts	9740								
Committed Amounts	9750-9760	\$ -	\$ -	\$ -					
Assigned Amounts	9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764					
Reserve for Economic Uncertainties	9789	\$ 1,927,080	\$ 1,942,799	\$ 1,965,124					
Unassigned/Unappropriated Amount	9790	\$ 16,622,943	\$ 17,574,614	\$ 19,478,308					

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit: **Restricted General Fund MYP**  
**Culver City Federation of Teachers (CCFT)**

Object Code	2015-16	2016-17	2017-18
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ -	\$ -	\$ -
Federal Revenue 8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue 8300-8599	\$ 5,039,867	\$ 4,279,463	\$ 4,279,463
Other Local Revenue 8600-8799	\$ 1,729,106	\$ 1,500,000	\$ 1,500,000
<b>TOTAL REVENUES</b>	<b>\$ 9,027,382</b>	<b>\$ 8,044,463</b>	<b>\$ 8,044,463</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 5,729,142	\$ 5,786,433	\$ 5,844,298
Classified Salaries 2000-2999	\$ 3,301,442	\$ 3,334,456	\$ 3,367,801
Employee Benefits 3000-3999	\$ 2,375,736	\$ 2,447,008	\$ 2,520,418
Books and Supplies 4000-4999	\$ 2,048,863	\$ 2,000,000	\$ 2,000,000
Services, Other Operating Expenses 5000-5999	\$ 5,666,363	\$ 3,800,000	\$ 3,800,000
Capital Outlay 6000-6999	\$ -	\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -	\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 790,139	\$ 805,000	\$ 805,000
Other Adjustments		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,911,685</b>	<b>\$ 18,172,898</b>	<b>\$ 18,337,517</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -
Contributions 8980-8999	\$ 9,223,569	\$ 9,273,569	\$ 9,323,569
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (1,660,734)</b>	<b>\$ (854,866)</b>	<b>\$ (969,485)</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 3,931,090	\$ 2,270,356	\$ 1,415,490
Prior-Year Adjustments/Restatements 9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>	<b>\$ 2,270,356</b>	<b>\$ 1,415,490</b>	<b>\$ 446,005</b>
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 2,270,356	\$ 1,415,490	\$ 446,005
Committed Amounts 9750-9760			
Assigned Amounts 9780			
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ 0	\$ 0

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**



**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit:		Combined General Fund MYP Culver City Federation of Teachers (CCFT)		
Object Code	2015-16		2016-17	2017-18
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement	
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895
Federal Revenue	8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue	8300-8599	\$ 6,838,254	\$ 5,654,463	\$ 5,654,463
Other Local Revenue	8600-8799	\$ 4,824,419	\$ 3,395,313	\$ 3,395,313
<b>TOTAL REVENUES</b>		\$ 65,353,628	\$ 63,542,037	\$ 65,260,671
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 30,705,974	\$ 31,013,034	\$ 31,323,164
Classified Salaries	2000-2999	\$ 9,923,720	\$ 10,022,957	\$ 10,123,187
Employee Benefits	3000-3999	\$ 10,802,651	\$ 11,126,731	\$ 11,460,532
Books and Supplies	4000-4999	\$ 3,085,959	\$ 3,637,096	\$ 3,637,096
Services, Other Operating Expenses	5000-5999	\$ 8,662,613	\$ 8,300,000	\$ 8,300,000
Capital Outlay	6000-6999	\$ 75,000	\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)	\$ (360,000)	\$ (360,000)
Other Adjustments			\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 63,036,014	\$ 63,859,974	\$ 64,604,136
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000
Contributions	8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 2,317,614	\$ (17,937)	\$ 956,535
<b>BEGINNING FUND BALANCE</b>				
	9791	\$ 19,998,311	\$ 22,324,604	\$ 22,306,667
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679		
<b>ENDING FUND BALANCE</b>		\$ 22,324,604	\$ 22,306,667	\$ 23,263,201
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ 75,000	\$ 75,000	\$ 75,000
Restricted Amounts	9740	\$ 2,270,356	\$ 1,415,490	\$ 446,005
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764
Reserve for Economic Uncertainties	9789	\$ 1,927,080	\$ 1,942,799	\$ 1,965,124
Unassigned/Unappropriated Amount	9790	\$ 16,622,943	\$ 17,574,614	\$ 19,478,308

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

	2015-16	2016-17	2017-18
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 64,236,014	\$ 64,759,974	\$ 65,504,136
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 64,236,014	\$ 64,759,974	\$ 65,504,136
d. State Standard Minimum Reserve Percentage for this District Enter percentage →	3.00%	3.00%	3.00%
e. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$50,000)	\$ 1,927,080	\$ 1,942,799	\$ 1,965,124

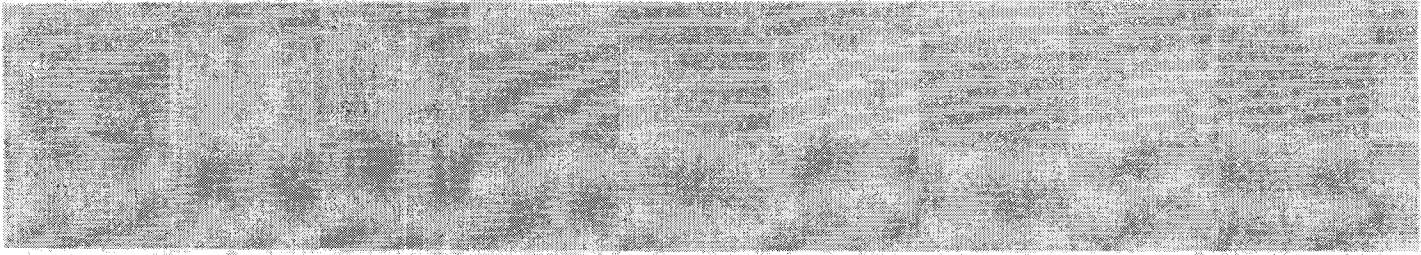
2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,927,080	\$ 1,942,799	\$ 1,965,124
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 16,622,943	\$ 17,574,614	\$ 19,478,308
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 18,550,023	\$ 19,517,413	\$ 21,443,432
f. Reserve for Economic Uncertainties Percentage	28.88%	30.14%	32.74%

3. Do unrestricted reserves meet the state minimum reserve amount?

2015-16	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2016-17	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2017-18	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

4. If no, how do you plan to restore your reserves?



Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$ 1,640,179
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$ (1,524,745)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$ (34,313)
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$ (81,121)
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$ -
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$ -
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$ (1,640,179)
<b>Variance</b>	\$ -

**Variance Explanation:**

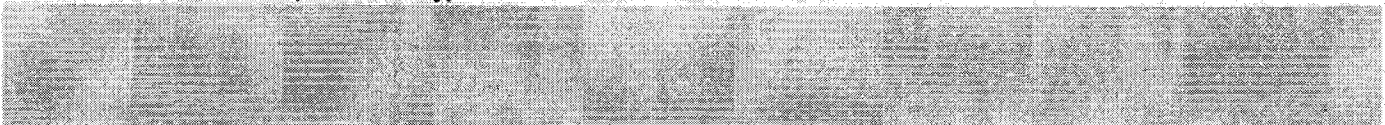


6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ 3,842,359	6.1%	
Current FY Surplus/(Deficit) after settlement(s)?	\$ 2,317,614	3.6%	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ (17,937)	(0.0%)	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 956,535	1.5%	

**Deficit Reduction Plan (as necessary):**



Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd

7. Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet or use Page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	
1st Subsequent FY Restricted, Page 5b	\$ -	



**Public Disclosure of Proposed Collective Bargaining Agreement**

2nd Subsequent FY Unrestricted, Page 5a	\$	-
2nd Subsequent FY Restricted, Page 5b	\$	-

Culver City Federation of Teachers (CCFT)

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding

(fill out columns for which there is agreement)

	2013-14	2015-16	2016-17	2017-18
a. <u>LCFF Gap Funding per ADA</u>	571.10	756.16	304.54	272.03
b. <u>Amount Change from Prior Year Funding per ADA</u>		185.06	(451.62)	(32.51)
c. <u>Percentage Change from Prior Year Funding per ADA</u>		32.40%	-59.73%	-10.67%
d. <u>Total Compensation Amount Change (from Page 1, Section A, Line 5)</u>		1,640,179.00	-	-
e. <u>Total Compensation Percentage Change (from Page 1, Section A, Line 5)</u>		5.05%	0.00%	0.00%
f. <u>Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)</u>		Within	-	-

**K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2015 to June 30, 2016.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	1,640,179
\$	(1,640,179)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
 Expenditures/Other Financing Uses  
 Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify  I am unable to certify

\_\_\_\_\_  
 District Superintendent  
 (Signature)

6/9/15  
 \_\_\_\_\_  
 Date

I hereby certify  I am unable to certify

\_\_\_\_\_  
 Chief Business Official  
 (Signature)

6/9/15  
 \_\_\_\_\_  
 Date

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Los Angeles County Office of Education  
 Division of Business Advisory Services

Revised 11/05/14



Culver City Unified School District  
Culver City Federation of Teachers (CCFT)

**Assumptions and Explanations** (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

The District has a considerable amount of reserves built up over the past several years that are going to be reinvested along with the increase in LCFF funding into the salary schedules of the District. This increase will bring salary schedules particularly for CCFT unit members into the median salary range for Los Angeles County School Districts. This is in line with the District's goal of elevating the salary schedules across all bargaining units within the median of LA County School Districts to retain and hire the best employees available. Elevating the District's salary schedules is one of the District's top priorities. The District is continuing to cut costs where available, focus on spending down restricted dollars, and ensuring that the pupil to teacher ratios are well balanced.


**Concerns regarding affordability of agreement in subsequent years (if any):**



**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

  
**Culver City Unified School District**

**District Name**

  
\_\_\_\_\_

**District Superintendent  
(Signature)**

  
\_\_\_\_\_

**Date**

  
**Mike Reynolds, Assistant Superintendent Business Services**

**Contact Person**

  
\_\_\_\_\_

**310-842-4220**

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on June 23, 2015 took action to approve the proposed agreement with the Culver City Federation of Teachers (CCFT) Bargaining Unit(s).

\_\_\_\_\_  
**President (or Clerk), Governing Board  
(Signature)**

\_\_\_\_\_  
**Date**

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

**General Instructions for Completion of  
Public Disclosure of Proposed Collective Bargaining Agreements**

- Pursuant to GC 3540.2(a), districts with qualified or negative certifications are required to submit a disclosure. In addition, pursuant to GC 3540.2 (d) a school district shall provide the county superintendent of schools, upon request, with all relevant information to provide an understanding of the financial impact of any final collective bargaining agreement reached pursuant to GC Section 3543.2 and 3547.5. All proposed bargaining agreements, including zero compensation, freezes, rollbacks, furlough days, stipends, benefit modifications and re-openers, must be disclosed using the entire workbook.
- Please submit this form to the County Superintendent of Schools and make it available to the public for review **at least ten (10) working days prior** to the date on which the Governing Board will take action on the proposed bargaining agreement.
- Attach a copy of the proposed bargaining agreement to each disclosure form.
- A separate disclosure form should be completed for each bargaining unit. If two or more units are settled concurrently, see the instructions at the bottom of the next page.
- Figures in the "Annual Cost Prior to Proposed Agreement" column on page 1 of the disclosure form should reflect the current fiscal year cost data before the agreement, even if the estimated salary changes were included in the adopted budget.
- In the "Year 1" column on page 1 of the disclosure form, show the incremental change resulting from the proposed agreement for the fiscal year in which the contract is first effective. If the agreement includes a retroactive salary change for a prior year and the impact of the change is in the current fiscal year, show the total change of both the prior and current year in the "Year 1" column. Only fill in the "Year 2" or "Year 3" columns if the proposed agreement is a multiyear contract with changes in years subsequent to the current year.
- To ensure full disclosure, such as for agreements where salary changes may not be effective for a full year, explain the terms of the agreement beginning on the top of page 2 of the disclosure form.
- Use Section G on pages 4a through 4c for the General Fund and the four columns designated to show "Latest Board-Approved Budget Before Settlement," "Adjustments as a Result of Settlement," "Other Revisions," and "Total Revised Budget" for the fiscal year being settled.
- Pages 4d through 4h of Section G are to be used if the source of funding for an agreement includes funds **other than the General Fund**.
- Proposed agreements must be disclosed **any time a contract is reopened**. This is especially true when multiyear agreements are formula-driven, as in the case when they are tied to projected cost-of-living adjustments in the subsequent years. Once an actual percentage and dollar change is determined, **the resulting salary and benefit cost impact must be disclosed even though it may have been budgeted**.
- Section J on page 8 must be completed whenever any salary/benefit negotiations are settled, regardless of the represented bargaining unit or unrepresented employee group.
- Certification No. 1 (Section K on Page 9) must be signed by the district Superintendent and Chief Business Official (CBO) at the time of public disclosure. "I hereby certify" or "I am unable to certify" must be checked by both signers.
  - The Superintendent's and CBO's certifications are meant to be independent of one another.
  - The certifications serve as additional information provided to the board regarding the affordability of the proposed agreement **before** the board takes action on the agreement.
  - The certifications should be accompanied by:
    - The fiscal planning assumptions that are used in making the certification.

- Any qualifying comments made by the Superintendent and/or CBO that speak to the agreement's affordability within the context of the district's entire budget.

**BOARD REPORT**

**6/23/15  
14.3f**

**14.3f Approval of AB1200 Public Disclosure – Financial Impact of 2015-16 Agreement Between Culver City Unified School District (CCUSD) and Management Association of Culver City Schools (MACCS)**

In accordance with AB1200, the District has completed a Public Disclosure of Collective Bargaining Agreement Form showing the financial impact of the agreement between CCUSD and MACCS, a copy of which is attached for the Board's information, review and approval.

**RECOMMENDED MOTION:** That the Board of Education approve the AB1200 Public Disclosure of Collective Bargaining Agreement between CCUSD and MACCS for an increase to current compensation of 5% in salary and \$600 to the District's health and welfare contribution.

**Moved by:**

**Seconded by:**

**Vote:**

**Los Angeles County Office of Education  
Division of Business Advisory Services**

**PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT  
in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5**

Name of School District: Culver City Unified School District  
 Name of Bargaining Unit: MACCS (Management)  
 Certificated, Classified, Other: Certificated/Classified

The proposed agreement covers the period beginning: July 1, 2015 and ending: June 30, 2016  
 (date) (date)

The Governing Board will act upon this agreement on: June 23, 2015  
 (date)

**Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.**

**A. Proposed Change in Compensation**

Bargaining Unit Compensation All Funds - Combined	Annual Cost Prior to Proposed Settlement	Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Year 1 Increase/(Decrease)	Year 2 Increase/(Decrease)	Year 3 Increase/(Decrease)
		2015-16	2016-17	2017-18
1. Salary Schedule Including Step and Column	\$ 5,991,579	\$ 299,579		
		5.00%	0.00%	0.00%
2. Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of Other Compensation				
3. Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 1,101,452	\$ 55,073		
		5.00%	0.00%	0.00%
4. Health/Welfare Plans	\$ 604,151	\$ 5,400		
		0.89%	0.00%	0.00%
5. Total Bargaining Unit Compensation Add Items 1 through 4 to equal 5	\$ 7,697,182	\$ 360,052	\$ -	\$ -
		4.68%	0.00%	0.00%
6. Total Number of Bargaining Unit Employees (Use FTEs if appropriate)	62.00			
7. Total Compensation Average Cost per Bargaining Unit Employee	\$ 124,148	\$ 5,807	\$ -	\$ -
		4.68%	0.00%	0.00%

Referenced In:  
 Informational Bulletin No. 3882  
 July 11, 2014

Printed 6/9/2015 11:46 AM

Los Angeles County Office of Education  
 Division of Business Advisory Services  
 Revised 11/05/14



Culver City Unified School District

MACCS (Management)

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a year, what is the annualized percentage of that change for "Year 1"?

An increase of 5.0% for 2015-16 effective for unit members who are employed on or after July 1, 2015. The 5% increase is a revision to the 3.6% increase that was previously agreed upon effective July 1, 2015 and is not in addition too.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare Yes  No

If yes, please describe the cap amount.

In 2015-16, we are increasing the cap to \$10,600.50 which is an increase of \$600. The \$600 increase is a revision to the previously agreed upon amount of \$400 effective July 1, 2015.

- B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

- C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None

**D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?**

This Memorandum of Understanding does not preclude or cease negotiation on other issues that were addressed on the 2015-16 initial proposal.

**E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.**

None

**F. Source of Funding for Proposed Agreement:**

**1. Current Year**

Unrestricted and Restricted Federal, State and Local revenues.

**2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?**

Unrestricted and Restricted Federal, State and Local revenues.

**3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)**

Increase in LCFF funding from GAP funding will cover the cost of the salary and benefits increase ongoing.



**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Unrestricted General Fund MACCS (Management)			
	Object Code	Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ -		\$ -	\$ -
Other State Revenue	8300-8599	\$ 1,798,387		\$ -	\$ 1,798,387
Other Local Revenue	8600-8799	\$ 3,095,313		\$ -	\$ 3,095,313
<b>TOTAL REVENUES</b>		\$ 56,326,246		\$ -	\$ 56,326,246
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 23,958,445	\$ 155,115		\$ 24,113,560
Classified Salaries	2000-2999	\$ 6,622,278	\$ 58,732		\$ 6,681,010
Employee Benefits	3000-3999	\$ 8,135,261	\$ 44,014		\$ 8,179,275
Books and Supplies	4000-4999	\$ 1,037,096		\$ -	\$ 1,037,096
Services, Other Operating Expenses	5000-5999	\$ 2,996,250		\$ -	\$ 2,996,250
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299	\$ 120,157		\$ -	\$ 120,157
	7400-7499			\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ (1,130,199)		\$ -	\$ (1,130,199)
<b>TOTAL EXPENDITURES</b>		\$ 41,814,288	\$ 257,861	\$ -	\$ 42,072,149
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ (9,044,561)	\$ (40,079)	\$ -	\$ (9,084,640)
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 5,467,397	\$ (297,940)	\$ -	\$ 5,169,457
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 16,067,221			\$ 16,067,221
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 21,543,297	\$ (297,940)	\$ -	\$ 21,245,357
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740				
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 10,164	\$ -	\$ 1,891,502
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (308,104)	\$ -	\$ 17,849,630

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive



**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:		Restricted General Fund MACCS (Management)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ -		\$ -	\$ -
Federal Revenue	8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue	8300-8599	\$ 5,039,867		\$ -	\$ 5,039,867
Other Local Revenue	8600-8799	\$ 1,729,106		\$ -	\$ 1,729,106
<b>TOTAL REVENUES</b>		\$ 9,027,382		\$ -	\$ 9,027,382
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 5,560,351	\$ 62,232	\$ -	\$ 5,622,583
Classified Salaries	2000-2999	\$ 3,301,442	\$ 5,786	\$ -	\$ 3,307,228
Employee Benefits	3000-3999	\$ 2,329,823	\$ 12,920	\$ -	\$ 2,342,743
Books and Supplies	4000-4999	\$ 2,048,863		\$ -	\$ 2,048,863
Services, Other Operating Expenses	5000-5999	\$ 5,666,363		\$ -	\$ 5,666,363
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ 790,139		\$ -	\$ 790,139
<b>TOTAL EXPENDITURES</b>		\$ 19,696,981	\$ 80,938	\$ -	\$ 19,777,919
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 9,044,561	\$ 40,079	\$ -	\$ 9,084,640
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (1,625,038)	\$ (40,859)	\$ -	\$ (1,665,897)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 3,931,090			\$ 3,931,090
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 2,306,052	\$ (40,859)	\$ -	\$ 2,265,193
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 2,306,052	\$ (40,859)	\$ -	\$ 2,265,193
Committed Amounts	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

## Culver City Unified School District

## G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Bargaining Unit:		Combined General Fund MACCS (Management)			
Object Code		Column 1 Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>					
LCFF Revenue	8010-8099	\$ 51,432,546		\$ -	\$ 51,432,546
Federal Revenue	8100-8299	\$ 2,258,409		\$ -	\$ 2,258,409
Other State Revenue	8300-8599	\$ 6,838,254		\$ -	\$ 6,838,254
Other Local Revenue	8600-8799	\$ 4,824,419		\$ -	\$ 4,824,419
<b>TOTAL REVENUES</b>		\$ 65,353,628		\$ -	\$ 65,353,628
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 29,518,796	\$ 217,347	\$ -	\$ 29,736,143
Classified Salaries	2000-2999	\$ 9,923,720	\$ 64,518	\$ -	\$ 9,988,238
Employee Benefits	3000-3999	\$ 10,465,084	\$ 56,934	\$ -	\$ 10,522,018
Books and Supplies	4000-4999	\$ 3,085,959		\$ -	\$ 3,085,959
Services, Other Operating Expenses	5000-5999	\$ 8,662,613		\$ -	\$ 8,662,613
Capital Outlay	6000-6999	\$ 75,000		\$ -	\$ 75,000
Other Outgo	7100-7299 7400-7499	\$ 120,157		\$ -	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)		\$ -	\$ (340,060)
<b>TOTAL EXPENDITURES</b>		\$ 61,511,269	\$ 338,799	\$ -	\$ 61,850,068
<b>OTHER FINANCING SOURCES/USES</b>					
Transfer In and Other Sources	8900-8979	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000
Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 3,842,359	\$ (338,799)	\$ -	\$ 3,503,560
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 19,998,311			\$ 19,998,311
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679			\$ 8,679
<b>ENDING FUND BALANCE</b>		\$ 23,849,349	\$ (338,799)	\$ -	\$ 23,510,550
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ 75,000	\$ -	\$ -	\$ 75,000
Restricted Amounts	9740	\$ 2,306,052	\$ (40,859)	\$ -	\$ 2,265,193
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ -	\$ -	\$ 1,429,225
Reserve for Economic Uncertainties	9789	\$ 1,881,338	\$ 10,164	\$ -	\$ 1,891,502
Unassigned/Unappropriated Amount	9790	\$ 18,157,734	\$ (308,104)	\$ -	\$ 17,849,630

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 11 - Adult Education Fund  
MACCS (Management)**

Bargaining Unit:

		Column 1	Column 2	Column 3	Column 4
		Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
Object Code					
<b>REVENUES</b>					
Federal Revenue	8100-8299	\$ 190,159		\$ -	\$ 190,159
Other State Revenue	8300-8599	\$ 9,577		\$ -	\$ 9,577
Other Local Revenue	8600-8799	\$ 387,878		\$ -	\$ 387,878
<b>TOTAL REVENUES</b>		\$ 587,614		\$ -	\$ 587,614
<b>EXPENDITURES</b>					
Certificated Salaries	1000-1999	\$ 848,186	\$ 3,929	\$ -	\$ 852,115
Classified Salaries	2000-2999	\$ 386,500	\$ -	\$ -	\$ 386,500
Employee Benefits	3000-3999	\$ 275,087	\$ 652	\$ -	\$ 275,739
Books and Supplies	4000-4999	\$ 62,672		\$ -	\$ 62,672
Services, Other Operating Expenses	5000-5999	\$ 90,500		\$ -	\$ 90,500
Capital Outlay	6000-6999	\$ -		\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs	7300-7399	\$ 67,763		\$ -	\$ 67,763
<b>TOTAL EXPENDITURES</b>		\$ 1,730,708	\$ 4,581	\$ -	\$ 1,735,289
<b>OTHER FINANCING SOURCES/USES</b>					
Transfers In and Other Sources	8900-8979	\$ 900,000	\$ -	\$ -	\$ 900,000
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (243,094)	\$ (4,581)	\$ -	\$ (247,675)
<b>BEGINNING FUND BALANCE</b>					
	9791	\$ 489,774			\$ 489,774
Prior-Year Adjustments/Restatements	9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>		\$ 246,680	\$ (4,581)	\$ -	\$ 242,099
<b>COMPONENTS OF ENDING BALANCE:</b>					
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 29,287	\$ -	\$ -	\$ 29,287
Committed Amounts	9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 217,393	\$ (4,581)	\$ -	\$ 212,812
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

**Fund 12 - Child Development Fund  
MACCS (Management)**

Bargaining Unit:

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ 503,449		\$ -	\$ 503,449
Other State Revenue 8300-8599	\$ 960,753		\$ -	\$ 960,753
Other Local Revenue 8600-8799	\$ 2,537,204		\$ -	\$ 2,537,204
<b>TOTAL REVENUES</b>	<b>\$ 4,001,406</b>		<b>\$ -</b>	<b>\$ 4,001,406</b>
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ 1,566,880	\$ 5,616	\$ -	\$ 1,572,496
Classified Salaries 2000-2999	\$ 1,338,791	\$ -	\$ -	\$ 1,338,791
Employee Benefits 3000-3999	\$ 885,685	\$ 933	\$ -	\$ 886,618
Books and Supplies 4000-4999	\$ 178,100		\$ -	\$ 178,100
Services, Other Operating Expenses 5000-5999	\$ 135,392		\$ -	\$ 135,392
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 189,297		\$ -	\$ 189,297
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,294,145</b>	<b>\$ 6,549</b>	<b>\$ -</b>	<b>\$ 4,300,694</b>
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (292,739)</b>	<b>\$ (6,549)</b>	<b>\$ -</b>	<b>\$ (299,288)</b>
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 561,472			\$ 561,472
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	<b>\$ 268,733</b>	<b>\$ (6,549)</b>	<b>\$ -</b>	<b>\$ 262,184</b>
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 268,733	\$ (6,549)	\$ -	\$ 262,184
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Bargaining Unit:

**Fund 13/61 - Cafeteria Fund  
MACCS (Management)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board-Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
LCFF Revenue 8010-8099	\$ -		\$ -	\$ -
Federal Revenue 8100-8299	\$ 1,160,140		\$ -	\$ 1,160,140
Other State Revenue 8300-8599	\$ 90,000		\$ -	\$ 90,000
Other Local Revenue 8600-8799	\$ 803,500		\$ -	\$ 803,500
<b>TOTAL REVENUES</b>	<b>\$ 2,053,640</b>		<b>\$ -</b>	<b>\$ 2,053,640</b>
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ 1,024,500	\$ 8,169	\$ -	\$ 1,032,669
Employee Benefits 3000-3999	\$ 302,928	\$ 1,954	\$ -	\$ 304,882
Books and Supplies 4000-4999	\$ 894,000		\$ -	\$ 894,000
Services, Other Operating Expenses 5000-5999	\$ 36,440		\$ -	\$ 36,440
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ 83,000		\$ -	\$ 83,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,340,868</b>	<b>\$ 10,123</b>	<b>\$ -</b>	<b>\$ 2,350,991</b>
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ (287,228)</b>	<b>\$ (10,123)</b>	<b>\$ -</b>	<b>\$ (297,351)</b>
<b>BEGINNING FUND BALANCE</b>				
9791	\$ 363,052			\$ 363,052
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	<b>\$ 75,824</b>	<b>\$ (10,123)</b>	<b>\$ -</b>	<b>\$ 65,701</b>
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ 59,590	\$ (10,123)	\$ -	\$ 49,467
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 16,234	\$ -	\$ -	\$ 16,234
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Los Angeles County Office of Education  
Division of Business Advisory Services  
Revised 11/05/14

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
 Bargaining Unit: **MACCS (Management)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenues 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499	\$ -		\$ -	\$ -
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**



**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET**

Enter Fund: \_\_\_\_\_  
 Bargaining Unit: **MACCS (Management)**

Object Code	Column 1	Column 2	Column 3	Column 4
	Latest Board- Approved Budget Before Settlement (As of 3/10/2015)	Adjustments as a Result of Settlement (compensation)	Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Total Revised Budget (Columns 1+2+3)
<b>REVENUES</b>				
Federal Revenue 8100-8299	\$ -		\$ -	\$ -
Other State Revenue 8300-8599	\$ -		\$ -	\$ -
Other Local Revenue 8600-8799	\$ -		\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ -		\$ -	\$ -
<b>EXPENDITURES</b>				
Certificated Salaries 1000-1999	\$ -	\$ -	\$ -	\$ -
Classified Salaries 2000-2999	\$ -	\$ -	\$ -	\$ -
Employee Benefits 3000-3999	\$ -	\$ -	\$ -	\$ -
Books and Supplies 4000-4999	\$ -		\$ -	\$ -
Services, Other Operating Expenses 5000-5999	\$ -		\$ -	\$ -
Capital Outlay 6000-6999	\$ -		\$ -	\$ -
Other Outgo 7100-7299	\$ -		\$ -	\$ -
7400-7499				
Indirect/Direct Support Costs 7300-7399	\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources 8900-8979	\$ -	\$ -	\$ -	\$ -
Transfers Out and Other Uses 7600-7699	\$ -	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>	\$ -	\$ -	\$ -	\$ -
<b>BEGINNING FUND BALANCE</b>				
9791	\$ -			\$ -
Prior-Year Adjustments/Restatements 9793/9795	\$ -			\$ -
<b>ENDING FUND BALANCE</b>	\$ -	\$ -	\$ -	\$ -
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts 9711-9719	\$ -	\$ -	\$ -	\$ -
Restricted Amounts 9740	\$ -	\$ -	\$ -	\$ -
Committed Amounts 9750-9760	\$ -	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ -	\$ -	\$ -	\$ -
Reserve for Economic Uncertainties 9789	\$ -	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount 9790	\$ -	\$ -	\$ -	\$ -

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts in Columns 1 and 4 must be positive**

Culver City Unified School District  
MACCS (Management)

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4g: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Page 4h: Other	Amount	Explanation
Revenues	\$ -	
Expenditures	\$ -	
Other Financing Sources/Uses	\$ -	

Additional Comments:



**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit: **Unrestricted General Fund MYP**  
**MACCS (Management)**

Object Code	2015-16	2016-17	2017-18
	Total Revised Budget After Settlement	First Subsequent Year After Settlement	Second Subsequent Year After Settlement
<b>REVENUES</b>			
LCFF Revenue 8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895
Federal Revenue 8100-8299	\$ -	\$ -	\$ -
Other State Revenue 8300-8599	\$ 1,798,387	\$ 1,375,000	\$ 1,375,000
Other Local Revenue 8600-8799	\$ 3,095,313	\$ 1,895,313	\$ 1,895,313
<b>TOTAL REVENUES</b>	<b>\$ 56,326,246</b>	<b>\$ 55,497,574</b>	<b>\$ 57,216,208</b>
<b>EXPENDITURES</b>			
Certificated Salaries 1000-1999	\$ 24,113,560	\$ 24,354,696	\$ 24,598,243
Classified Salaries 2000-2999	\$ 6,681,010	\$ 6,747,820	\$ 6,815,298
Employee Benefits 3000-3999	\$ 8,179,275	\$ 8,424,653	\$ 8,677,393
Books and Supplies 4000-4999	\$ 1,037,096	\$ 1,637,096	\$ 1,637,096
Services, Other Operating Expenses 5000-5999	\$ 2,996,250	\$ 4,500,000	\$ 4,500,000
Capital Outlay 6000-6999	\$ 75,000	\$ -	\$ -
Other Outgo 7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157
Indirect/Direct Support Costs 7300-7399	\$ (1,130,199)	\$ (1,165,000)	\$ (1,165,000)
Other Adjustments	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 42,072,149</b>	<b>\$ 44,619,422</b>	<b>\$ 45,183,187</b>
<b>OTHER FINANCING SOURCES/USES</b>			
Transfers In and Other Sources 8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Transfers Out and Other Uses 7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000
Contributions 8980-8999	\$ (9,084,640)	\$ (9,134,640)	\$ (9,184,640)
<b>OPERATING SURPLUS (DEFICIT)*</b>	<b>\$ 5,169,457</b>	<b>\$ 2,043,512</b>	<b>\$ 3,148,381</b>
<b>BEGINNING FUND BALANCE</b>			
9791	\$ 16,067,221	\$ 21,245,357	\$ 23,288,869
Prior-Year Adjustments/Restatements 9793/9795	\$ 8,679		
<b>ENDING FUND BALANCE</b>	<b>\$ 21,245,357</b>	<b>\$ 23,288,869</b>	<b>\$ 26,437,250</b>
<b>COMPONENTS OF ENDING BALANCE:</b>			
Nonspendable Amounts 9711-9719	\$ 75,000	\$ 75,000	\$ 75,000
Restricted Amounts 9740			
Committed Amounts 9750-9760	\$ -	\$ -	\$ -
Assigned Amounts 9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764
Reserve for Economic Uncertainties 9789	\$ 1,891,502	\$ 1,906,697	\$ 1,928,487
Unassigned/Unappropriated Amount 9790	\$ 17,849,630	\$ 20,008,408	\$ 23,134,999

\*Net Increase (Decrease) in Fund Balance

**NOTE: 9790 amounts must be positive**

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit:		Restricted General Fund MYP MACCS (Management)		
Object Code		2015-16 Total Revised Budget After Settlement	2016-17 First Subsequent Year After Settlement	2017-18 Second Subsequent Year After Settlement
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ -	\$ -	\$ -
Federal Revenue	8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue	8300-8599	\$ 5,039,867	\$ 4,279,463	\$ 4,279,463
Other Local Revenue	8600-8799	\$ 1,729,106	\$ 1,500,000	\$ 1,500,000
<b>TOTAL REVENUES</b>		\$ 9,027,382	\$ 8,044,463	\$ 8,044,463
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 5,622,583	\$ 5,678,809	\$ 5,735,597
Classified Salaries	2000-2999	\$ 3,307,228	\$ 3,340,300	\$ 3,373,703
Employee Benefits	3000-3999	\$ 2,342,743	\$ 2,413,025	\$ 2,485,416
Books and Supplies	4000-4999	\$ 2,048,863	\$ 2,000,000	\$ 2,000,000
Services, Other Operating Expenses	5000-5999	\$ 5,666,363	\$ 3,800,000	\$ 3,800,000
Capital Outlay	6000-6999	\$ -	\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ -	\$ -	\$ -
Indirect/Dirrect Support Costs	7300-7399	\$ 790,139	\$ 805,000	\$ 805,000
Other Adjustments			\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 19,777,919	\$ 18,037,134	\$ 18,199,716
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ -	\$ -	\$ -
Transfers Out and Other Uses	7600-7699	\$ -	\$ -	\$ -
Contributions	8980-8999	\$ 9,084,640	\$ 9,134,640	\$ 9,184,640
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ (1,665,897)	\$ (858,031)	\$ (970,613)
<b>BEGINNING FUND BALANCE</b>	9791	\$ 3,931,090	\$ 2,265,193	\$ 1,407,162
Prior-Year Adjustments/Restatements	9793/9795	\$ -		
<b>ENDING FUND BALANCE</b>		\$ 2,265,193	\$ 1,407,162	\$ 436,548
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ -	\$ -	\$ -
Restricted Amounts	9740	\$ 2,265,193	\$ 1,407,162	\$ 436,548
Committed Amounts	9750-9760			
Assigned Amounts	9780			
Reserve for Economic Uncertainties	9789	\$ -	\$ -	\$ -
Unassigned/Unappropriated Amount	9790	\$ -	\$ (0)	\$ 0

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

**Public Disclosure of Proposed Collective Bargaining Agreement**  
**Culver City Unified School District**

**H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS**

Bargaining Unit:		Combined General Fund MYP MACCS (Management)		
Object Code		2015-16 Total Revised Budget After Settlement	2016-17 First Subsequent Year After Settlement	2017-18 Second Subsequent Year After Settlement
<b>REVENUES</b>				
LCFF Revenue	8010-8099	\$ 51,432,546	\$ 52,227,261	\$ 53,945,895
Federal Revenue	8100-8299	\$ 2,258,409	\$ 2,265,000	\$ 2,265,000
Other State Revenue	8300-8599	\$ 6,838,254	\$ 5,654,463	\$ 5,654,463
Other Local Revenue	8600-8799	\$ 4,824,419	\$ 3,395,313	\$ 3,395,313
<b>TOTAL REVENUES</b>		\$ 65,353,628	\$ 63,542,037	\$ 65,260,671
<b>EXPENDITURES</b>				
Certificated Salaries	1000-1999	\$ 29,736,143	\$ 30,033,504	\$ 30,333,839
Classified Salaries	2000-2999	\$ 9,988,238	\$ 10,088,120	\$ 10,189,002
Employee Benefits	3000-3999	\$ 10,522,018	\$ 10,837,679	\$ 11,162,809
Books and Supplies	4000-4999	\$ 3,085,959	\$ 3,637,096	\$ 3,637,096
Services, Other Operating Expenses	5000-5999	\$ 8,662,613	\$ 8,300,000	\$ 8,300,000
Capital Outlay	6000-6999	\$ 75,000	\$ -	\$ -
Other Outgo	7100-7299 7400-7499	\$ 120,157	\$ 120,157	\$ 120,157
Indirect/Direct Support Costs	7300-7399	\$ (340,060)	\$ (360,000)	\$ (360,000)
Other Adjustments			\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		\$ 61,850,068	\$ 62,656,556	\$ 63,382,903
<b>OTHER FINANCING SOURCES/USES</b>				
Transfers In and Other Sources	8900-8979	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Transfers Out and Other Uses	7600-7699	\$ 1,200,000	\$ 900,000	\$ 900,000
Contributions	8980-8999	\$ -	\$ -	\$ -
<b>OPERATING SURPLUS (DEFICIT)*</b>		\$ 3,503,560	\$ 1,185,481	\$ 2,177,768
<b>BEGINNING FUND BALANCE</b>				
	9791	\$ 19,998,311	\$ 23,510,550	\$ 24,696,031
Prior-Year Adjustments/Restatements	9793/9795	\$ 8,679		
<b>ENDING FUND BALANCE</b>		\$ 23,510,550	\$ 24,696,031	\$ 26,873,799
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable Amounts	9711-9719	\$ 75,000	\$ 75,000	\$ 75,000
Restricted Amounts	9740	\$ 2,265,193	\$ 1,407,162	\$ 436,548
Committed Amounts	9750-9760	\$ -	\$ -	\$ -
Assigned Amounts	9780	\$ 1,429,225	\$ 1,298,764	\$ 1,298,764
Reserve for Economic Uncertainties	9789	\$ 1,891,502	\$ 1,906,697	\$ 1,928,487
Unassigned/Unappropriated Amount	9790	\$ 17,849,630	\$ 20,008,408	\$ 23,135,000

\*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive



**Public Disclosure of Proposed Collective Bargaining Agreement**  
 Culver City Unified School District  
 MACCS (Management)

**I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES**

1. State Reserve Standard

	2015-16	2016-17	2017-18
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 63,050,068	\$ 63,556,556	\$ 64,282,903
b. Less: Special Education Pass-Through Funds	\$ -	\$ -	\$ -
c. Net Expenditures, Transfers Out, and Uses	\$ 63,050,068	\$ 63,556,556	\$ 64,282,903
d. State Standard Minimum Reserve Percentage for this District      Enter percentage →	3.00%	3.00%	3.00%
e. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b. or \$50,000)	\$ 1,891,502	\$ 1,906,697	\$ 1,928,487

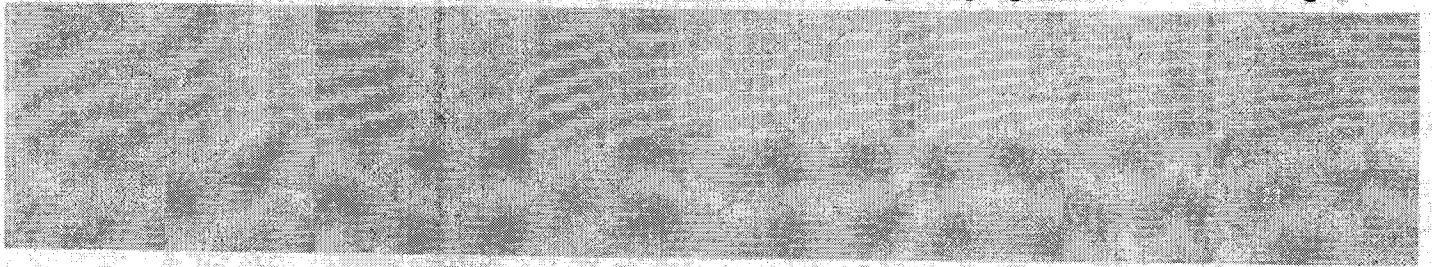
2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	\$ 1,891,502	\$ 1,906,697	\$ 1,928,487
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	\$ 17,849,630	\$ 20,008,408	\$ 23,134,999
c. Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	\$ -	\$ -	\$ -
d. Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	\$ -	\$ -	\$ -
e. Total Available Reserves	\$ 19,741,132	\$ 21,915,105	\$ 25,063,486
f. Reserve for Economic Uncertainties Percentage	31.31%	34.48%	38.99%

3. Do unrestricted reserves meet the state minimum reserve amount?

2015-16	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2016-17	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
2017-18	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

4. If no, how do you plan to restore your reserves?



Culver City Unified School District  
MACCS (Management)

5. Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	\$	360,052
General Fund balance Increase/(Decrease), Page 4c, Column 2	\$	(338,799)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	\$	(4,581)
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	\$	(6,549)
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	\$	(10,123)
Other Fund balance Increase/(Decrease), Page 4g, Column 2	\$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	\$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	\$	(360,052)
	Variance \$	-

Variance Explanation:

[Redacted area for variance explanation]

6. Will this agreement create or increase deficit financing in the current or subsequent years?

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	\$ 3,842,359	6.1%	[Redacted]
Current FY Surplus/(Deficit) after settlement(s)?	\$ 3,503,560	5.6%	[Redacted]
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 1,185,481	1.9%	[Redacted]
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	\$ 2,177,768	3.4%	[Redacted]

Deficit Reduction Plan (as necessary):

[Redacted area for deficit reduction plan]

7. Subsequent FY? Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet or use Page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	\$ -	[Redacted]
1st Subsequent FY Restricted, Page 5b	\$ -	[Redacted]

**Public Disclosure of Proposed Collective Bargaining Agreement**

2nd Subsequent FY Unrestricted, Page 5a	\$	-
2nd Subsequent FY Restricted, Page 5b	\$	-



MACCS (Management)

**J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD**

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding

(fill out columns for which there is agreement)

	2013-14	2015-16	2016-17	2017-18
a. <u>LCFF Gap Funding per ADA</u>	577,110	755,316	303,539	272,032
b. <u>Amount Change from Prior Year Funding per ADA</u>		185.06	(451.62)	(32.51)
c. <u>Percentage Change from Prior Year Funding per ADA</u>		32.40%	-59.73%	-10.67%
d. <u>Total Compensation Amount Change (from Page 1, Section A, Line 5)</u>		360,052.00		
e. <u>Total Compensation Percentage Change (from Page 1, Section A, Line 5)</u>		4.68%	0.00%	0.00%
f. <u>Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)</u>		Within		



**K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT**

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Chief Business Official of the Culver City Unified School District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2015 to June 30, 2016.

**Board Actions**

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	360,052
\$	(360,052)

Subsequent Years

**Budget Adjustment Categories:**

Revenues/Other Financing Sources  
Expenditures/Other Financing Uses  
Ending Balance(s) Increase/(Decrease)

**Budget Adjustment Increase/(Decrease)**

\$	-
\$	-
\$	-

**Budget Revisions**

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

**Assumptions**

See attached page for a list of the assumptions upon which this certification is based.

**Certifications**

I hereby certify       I am unable to certify

\_\_\_\_\_  
District Superintendent  
(Signature)

6-9/15  
\_\_\_\_\_  
Date

I hereby certify       I am unable to certify

\_\_\_\_\_  
Chief Business Official  
(Signature)

6/9/15  
\_\_\_\_\_  
Date

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Los Angeles County Office of Education  
Division of Business Advisory Services

Revised 11/05/14

Culver City Unified School District  
MACCS (Management)

**Assumptions and Explanations** (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

The District has a considerable amount of reserves built up over the past several years that are going to be reinvested along with the increase in LCFF funding into the salary schedules of the District. This increase will bring salary schedules particularly for MACCS unit members into the median salary range for Los Angeles County School Districts. This is in line with the District's goal of elevating the salary schedules across all bargaining units within the median of LA County School Districts to retain and hire the best employees available. Elevating the District's salary schedules is one of the District's top priorities. The District is continuing to cut costs where available, focus on spending down restricted dollars, and ensuring that the pupil to teacher ratios are well balanced.

**Concerns regarding affordability of agreement in subsequent years (if any):**



**L. CERTIFICATION NO. 2**

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Culver City Unified School District

**District Name**



**District Superintendent  
(Signature)**

6-9-15

**Date**

Mike Reynolds, Assistant Superintendent Business Services

**Contact Person**

310-842-4220

**Phone**

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on June 23, 2015 took action to approve the proposed agreement with the MACCS (Management) Bargaining Unit(s).

**President (or Clerk), Governing Board  
(Signature)**

**Date**

**Special Note:** The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

6/23/15  
14.4a

**BOARD REPORT**

**14.4a**      **Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Culver City Federation of Teachers (CCFT)**

**Background Information**

A Tentative Agreement between the Board of Education and the Culver City Federation of Teachers was signed on June 4, 2015. A ratification vote of unit members was held the week of June 8, 2015. The vote was 188 favor; 5 opposed. It is now appropriate for the Governing Board of the Culver City Unified School District to approve this agreement.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Agreement Between the Culver City Unified School District and the Culver City Federation of Teachers as presented.

Moved by:

Seconded by:

Vote:

**Culver City Federation of Teachers ( CCFT)  
and  
Culver City Unified School District (District)  
June 4, 2015  
Tentative Agreement**

The Culver City Unified School District ( District) and the Culver City Federation of Teachers (CCFT) have agreed to the following:

**Article 23: Early Retirement**

The District will offer an early retirement incentive of \$20,000 during the 2015-16 school year to those retirees who meet the district established requirement.

**Article 26: Class size**

Elementary teachers who receive students due to the unavailability of substitutes will be compensated at \$63.00 per occurrence effective on the first of the month following ratification by both parties.

**Article 32: Wages**

The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

**Article 31: Health and Welfare**

Effective July 1, 2015, the CCUSD health insurance benefit cap will increase by an additional \$200.00 to a total increase of \$600.00 effective July 1, 2015.

**Addition to Appendix B-4 Compensation for Coaching and Special Assignments**

The job of Administrative Designee will be an assignment which will include:

- An application process
- Selection by district and site personnel
- \$1500 stipend per year, plus negotiated increases starting with 2015/16
- One Administrative Designee per site
- Training and Professional development for support and growth
- The stipend will be given to those administrative designees who have served in the role for the 2014/15 school year, however, the people who are currently in the positions for the 2014/15 school year will not automatically assume the position for the following school year.

**Addition to the CCFT Bargaining Units**

CTE teachers who teach 12 or more hours per week will be part of the CCFT bargaining unit and will be placed on the following pay scale effective July 1, 2014.

Step	I	43.00
Step	II	48.27
Step	III	53.61
Step	IV	58.88

Requirements

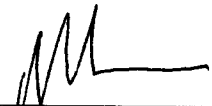
Step I	First through fourth semester of CCUSD experience
Step II	Beginning with the fifth through the eighth semester of CCUSD experience
Step III	Beginning with the ninth through the twelfth semester of CCUSD experience
Step IV	Beginning with thirteenth semester of CCUSD experience

**Article 25: Hours of Work, Section E, Addition #5**

Sites will have professional learning community meetings (PLC) three out of four Wednesdays each month with an additional two hours of meeting time per month to address faculty and staff business as determined by the site leadership team.

**Examination of Prep Time**

There is a commitment by CCFT and CCUSD to establish a subcommittee by October 1, 2015, to collaboratively analyze evidence of students or staff needs that are not being met due to time and schedule limitations.

  
\_\_\_\_\_  
For CCFT

  
\_\_\_\_\_  
For CCUSD

6/4/15  
\_\_\_\_\_  
Date

6/4/15  
\_\_\_\_\_  
Date

6/23/15  
14.4b

**BOARD REPORT**

**14.4b      Approval is Recommended for the 2015/2016 Certificated Salary Schedules**

Per the CCFT Agreement signed June 4, 2015, the certificated salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5% effective July 1, 2015. The 5.0% increase is applicable to Teachers and Nurses (184), Teachers and Nurses Longevity (184), Teachers and Nurses (212), Teachers and Nurses Longevity (212), OCD 10 month employees, OCD 12 month employees, Adult School Represented, CTE (formerly known ROP) Represented, Independent Study & Home Teachers, Coaching and Special Assignments.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Certificated Salary Schedules as presented.

Moved by:

Seconded by:

Vote:

CULVER CITY UNIFIED SCHOOL DISTRICT  
 CERTIFICATED SALARY SCHEDULE  
 TEACHERS and NURSES  
 Effective July 1, 2015

Escalation: 5.00%

ANNUAL SALARY PAID OVER 10 MONTHS

Step	Monthly Salary (184 Days)				
	Class I	Class II	Class III	Class IV	Class V
1	4,775.91	4,871.64	5,065.40	5,268.38	5,531.34
2	4,918.93	5,029.65	5,244.16	5,479.44	5,758.55
3	5,067.70	5,193.42	5,427.54	5,698.57	5,994.98
4	5,218.79	5,361.80	5,616.69	5,926.93	6,241.79
5	5,375.64	5,537.11	5,813.90	6,164.51	6,497.82
6	5,537.11	5,715.87	6,018.04	6,410.17	6,763.09
7	5,703.18	5,902.71	6,226.79	6,666.21	7,039.89
8	5,873.88	6,093.01	6,445.92	6,933.78	7,329.37
9	6,050.33	6,291.38	6,670.82	7,210.58	7,630.39
10	6,232.56	6,496.67	6,904.95	7,498.91	7,942.94
11	N/A	N/A	7,145.99	7,799.93	8,268.17

Annual Salary (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
47,759.10	48,716.35	50,653.94	52,683.79	55,313.35	
49,189.22	50,296.41	52,441.59	54,794.37	57,585.41	
50,676.99	51,934.13	54,275.37	56,985.68	59,949.71	
52,187.86	53,617.97	56,166.81	59,269.26	62,417.82	
53,756.38	55,371.03	58,139.00	61,645.10	64,978.20	
55,371.03	57,158.67	60,180.38	64,101.68	67,630.84	
57,031.80	59,027.06	62,267.89	66,662.05	70,398.81	
58,738.73	60,930.05	64,459.20	69,337.76	73,293.66	
60,503.30	62,913.76	66,708.18	72,105.73	76,303.82	
62,325.56	64,966.68	69,049.43	74,989.04	79,429.33	
N/A	N/A	71,459.88	77,999.21	82,681.70	

Class I	Daily Rate (184 Days)				
	Class II	Class III	Class IV	Class V	
259.57	264.77	275.30	286.33	300.62	
267.34	273.36	285.01	297.80	312.97	
275.42	282.26	294.98	309.71	325.82	
283.63	291.41	305.26	322.12	339.23	
292.16	300.93	315.98	335.03	353.15	
300.93	310.65	327.07	348.38	367.56	
309.96	320.80	338.42	362.30	382.61	
319.24	331.15	350.33	376.84	398.34	
328.83	341.93	362.55	391.88	414.70	
338.73	353.08	375.27	407.55	431.69	
N/A	N/A	388.37	423.91	449.36	

ANNUAL SALARY PAID OVER 11 MONTHS

Step	Monthly Salary (184 Days)				
	Class I	Class II	Class III	Class IV	Class V
1	4,341.74	4,428.76	4,604.91	4,789.44	5,028.49
2	4,471.75	4,572.41	4,767.42	4,981.31	5,235.04
3	4,607.00	4,721.29	4,934.13	5,180.52	5,449.98
4	4,744.36	4,874.37	5,106.08	5,388.12	5,674.35
5	4,886.95	5,033.73	5,285.37	5,604.10	5,907.11
6	5,033.73	5,196.25	5,470.95	5,827.43	6,148.26
7	5,184.71	5,366.10	5,660.72	6,060.19	6,399.90
8	5,339.89	5,539.10	5,859.93	6,303.44	6,663.06
9	5,500.30	5,719.44	6,064.38	6,555.07	6,936.72
10	5,665.96	5,906.07	6,277.23	6,817.19	7,220.85
11	N/A	N/A	6,496.36	7,090.84	7,516.52

Annual Salary (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
47,759.10	48,716.35	50,653.94	52,683.79	55,313.35	
49,189.22	50,296.41	52,441.59	54,794.37	57,585.41	
50,676.99	51,934.13	54,275.37	56,985.68	59,949.71	
52,187.86	53,617.97	56,166.81	59,269.26	62,417.82	
53,756.38	55,371.03	58,139.00	61,645.10	64,978.20	
55,371.03	57,158.67	60,180.38	64,101.68	67,630.84	
57,031.80	59,027.06	62,267.89	66,662.05	70,398.81	
58,738.73	60,930.05	64,459.20	69,337.76	73,293.66	
60,503.30	62,913.76	66,708.18	72,105.73	76,303.82	
62,325.56	64,966.68	69,049.43	74,989.04	79,429.33	
N/A	N/A	71,459.88	77,999.21	82,681.70	

Class I	Daily Rate (184 Days)				
	Class II	Class III	Class IV	Class V	
259.57	264.77	275.30	286.33	300.62	
267.34	273.36	285.01	297.80	312.97	
275.42	282.26	294.98	309.71	325.82	
283.63	291.41	305.26	322.12	339.23	
292.16	300.93	315.98	335.03	353.15	
300.93	310.65	327.07	348.38	367.56	
309.96	320.80	338.42	362.30	382.61	
319.24	331.15	350.33	376.84	398.34	
328.83	341.93	362.55	391.88	414.70	
338.73	353.08	375.27	407.55	431.69	
N/A	N/A	388.37	423.91	449.36	

Requirements\*

Class I	Bachelor's Degree + regular credential
Class II	Bachelor's Degree + 18 semester units
Class III	Bachelor's Degree + 36 semester units or Master's Degree
Class IV	Bachelor's Degree + 48 semester units, with Master's Degree required and included or
Class V	Bachelor's Degree + 54 semester units
	Bachelor's Degree + 72 semester units with Master's Degree required and included or Ed.D/Ph.D

\*Based on upper division or graduate semester units.  
 Quarter units are converted into semester units.



**CULVER CITY UNIFIED SCHOOL DISTRICT  
CERTIFICATED LONGEVITY SALARY SCHEDULE  
TEACHERS and NURSES  
Effective July 1, 2015**

Escalation: 5.00%

**ANNUAL SALARY PAID OVER 10 MONTHS**

Monthly Salary (184 Days)					
Step	Class I	Class II	Class III	Class IV	Class V
12				7,867.77	8,352.98
13				7,935.61	8,437.78
14				8,003.45	8,522.58
15					8,607.39
16					8,692.19
17					8,776.99
18					8,861.80
19					8,946.60
20					9,031.40
21					9,116.21
22					9,201.01
23					9,285.81

Annual Salary (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
			78,677.64	83,529.73	
			79,356.06	84,377.76	
			80,034.49	85,225.80	
				86,073.83	
				86,921.86	
				87,769.89	
				88,617.93	
				89,465.96	
				90,313.99	
				91,162.02	
				92,010.06	
				92,858.09	

Daily Rate (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
			427.60	453.97	
			431.29	458.58	
			434.98	463.19	
				467.80	
				472.41	
				477.02	
				481.62	
				486.23	
				490.84	
				495.45	
				500.06	
				504.67	

**ANNUAL SALARY PAID OVER 11 MONTHS**

Monthly Salary (184 Days)					
Step	Class I	Class II	Class III	Class IV	Class V
12				7,152.52	7,593.62
13				7,214.19	7,670.71
14				7,275.87	7,747.80
15					7,824.90
16					7,901.99
17					7,979.09
18					8,056.18
19					8,133.27
20					8,210.37
21					8,287.46
22					8,364.56
23					8,441.65

Annual Salary (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
			78,677.64	83,529.73	
			79,356.06	84,377.76	
			80,034.49	85,225.80	
				86,073.83	
				86,921.86	
				87,769.89	
				88,617.93	
				89,465.96	
				90,313.99	
				91,162.02	
				92,010.06	
				92,858.09	

Daily Rate (184 Days)					
Class I	Class II	Class III	Class IV	Class V	
			427.60	453.97	
			431.29	458.58	
			434.98	463.19	
				467.80	
				472.41	
				477.02	
				481.62	
				486.23	
				490.84	
				495.45	
				500.06	
				504.67	

**Requirements\***

Class IV	Bachelor's Degree + 48 semester units, with Master's Degree required and included or Bachelor's Degree + 54 semester units
Class V	Bachelor's Degree + 72 semester units with Master's Degree required and included or Ed.D/Ph.D

\*Based on upper division or graduate semester units.  
Quarter units are converted into semester units.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CERTIFICATED SALARY SCHEDULE  
TEACHERS and NURSES  
212 Day Work Year  
Effective July 1, 2015**

Escalation: 5.00% based on 184 day schedule

**ANNUAL SALARY PAID OVER 10 MONTHS**

Step	Monthly Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
1	5,502.89	5,613.13	5,836.36	6,070.20	6,373.15
2	5,667.61	5,795.24	6,042.22	6,313.36	6,634.97
3	5,838.91	5,983.92	6,253.58	6,565.86	6,907.39
4	6,012.96	6,177.90	6,471.52	6,828.95	7,191.68
5	6,193.80	6,379.72	6,698.78	7,102.64	7,486.78
6	6,379.72	6,585.78	6,933.89	7,385.66	7,792.28
7	6,571.16	6,800.96	7,174.51	7,680.76	8,111.34
8	6,767.89	7,020.38	7,427.00	7,989.01	8,444.81
9	6,971.20	7,248.92	7,686.06	8,307.86	8,791.64
10	7,181.08	7,485.30	7,955.73	8,640.06	9,151.83
11	N/A	N/A	8,233.45	8,986.90	9,526.44

Class	Annual Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
55,028.84	56,131.24	58,363.60	60,701.96	63,731.44	
56,676.08	57,952.32	60,422.12	63,133.60	66,349.64	
58,389.04	59,839.12	62,535.76	65,658.52	69,073.84	
60,129.56	61,778.92	64,715.12	68,289.44	71,916.76	
61,937.92	63,797.16	66,987.76	71,026.36	74,867.80	
63,797.16	65,857.80	69,338.84	73,856.56	77,922.72	
65,711.52	68,009.60	71,745.04	76,807.60	81,113.32	
67,678.88	70,203.80	74,269.96	79,890.08	84,448.08	
69,711.96	72,489.16	76,860.60	83,078.56	87,916.40	
71,810.76	74,852.96	79,557.24	86,400.60	91,518.28	
N/A	N/A	82,334.44	89,868.92	95,264.32	

Class	Daily Rate (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
259.57	264.77	275.30	286.33	300.62	
267.34	273.36	285.01	297.80	312.97	
275.42	282.26	294.98	309.71	325.82	
283.63	291.41	305.26	322.12	339.23	
292.16	300.93	315.98	335.03	353.15	
300.93	310.65	327.07	348.38	367.56	
309.96	320.80	338.42	362.30	382.61	
319.24	331.15	350.33	376.84	398.34	
328.83	341.93	362.55	391.88	414.70	
338.73	353.08	375.27	407.55	431.69	
N/A	N/A	388.37	423.91	449.36	

**ANNUAL SALARY PAID OVER 12 MONTHS**

Step	Monthly Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
1	4,585.74	4,677.61	4,863.64	5,058.50	5,310.96
2	4,723.01	4,829.36	5,035.18	5,261.14	5,529.14
3	4,865.76	4,986.60	5,211.32	5,471.55	5,756.16
4	5,010.80	5,148.25	5,392.93	5,690.79	5,993.07
5	5,161.50	5,316.43	5,582.32	5,918.87	6,238.99
6	5,316.43	5,488.15	5,778.24	6,154.72	6,493.56
7	5,475.96	5,667.47	5,978.76	6,400.64	6,759.45
8	5,639.91	5,850.32	6,189.17	6,657.51	7,037.34
9	5,809.33	6,040.77	6,405.05	6,923.22	7,326.37
10	5,984.23	6,237.75	6,629.77	7,200.05	7,626.53
11	N/A	N/A	6,861.21	7,489.08	7,938.70

Class	Annual Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
55,028.84	56,131.24	58,363.60	60,701.96	63,731.44	
56,676.08	57,952.32	60,422.12	63,133.60	66,349.64	
58,389.04	59,839.12	62,535.76	65,658.52	69,073.84	
60,129.56	61,778.92	64,715.12	68,289.44	71,916.76	
61,937.92	63,797.16	66,987.76	71,026.36	74,867.80	
63,797.16	65,857.80	69,338.84	73,856.56	77,922.72	
65,711.52	68,009.60	71,745.04	76,807.60	81,113.32	
67,678.88	70,203.80	74,269.96	79,890.08	84,448.08	
69,711.96	72,489.16	76,860.60	83,078.56	87,916.40	
71,810.76	74,852.96	79,557.24	86,400.60	91,518.28	
N/A	N/A	82,334.44	89,868.92	95,264.32	

Class	Daily Rate (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
259.57	264.77	275.30	286.33	300.62	
267.34	273.36	285.01	297.80	312.97	
275.42	282.26	294.98	309.71	325.82	
283.63	291.41	305.26	322.12	339.23	
292.16	300.93	315.98	335.03	353.15	
300.93	310.65	327.07	348.38	367.56	
309.96	320.80	338.42	362.30	382.61	
319.24	331.15	350.33	376.84	398.34	
328.83	341.93	362.55	391.88	414.70	
338.73	353.08	375.27	407.55	431.69	
N/A	N/A	388.37	423.91	449.36	

Requirements\*

Class I	Bachelor's Degree + regular credential
Class II	Bachelor's Degree + 18 semester units
Class III	Bachelor's Degree + 36 semester units or Master's Degree
Class IV	Bachelor's Degree + 48 semester units, with Master's Degree required and included or
Class V	Bachelor's Degree + 54 semester units
	Bachelor's Degree + 72 semester units with Master's Degree required and included or Ed.D/Ph.D

\*Based on upper division or graduate semester units.  
Quarter units are converted into semester units.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
 CERTIFICATED LONGEVITY SALARY SCHEDULE  
 TEACHERS and NURSES  
 212 Day Work Year  
 Effective July 1, 2015**

Escalation: 5.00% based on 184 day schedule

**ANNUAL SALARY PAID OVER 10 MONTHS**

Step	Monthly Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
12				9,065.12	9,624.17
13				9,143.35	9,721.90
14				9,221.58	9,819.63
15					9,917.36
16					10,015.10
17					10,112.83
18					10,210.35
19					10,308.08
20					10,405.81
21					10,503.54
22					10,601.28
23					10,699.01

Class	Annual Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
				90,651.20	96,241.64
				91,433.48	97,218.96
				92,215.76	98,196.28
					99,173.60
					100,150.92
					101,128.24
					102,103.44
					103,080.76
					104,058.08
					105,035.40
					106,012.72
					106,990.04

Class	Daily Rate (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
				427.60	453.97
				431.29	458.58
				434.98	463.19
					467.80
					472.41
					477.02
					481.62
					486.23
					490.84
					495.45
					500.06
					504.67

**ANNUAL SALARY PAID OVER 12 MONTHS**

Step	Monthly Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
12				7,554.27	8,020.14
13				7,619.46	8,101.58
14				7,684.65	8,183.03
15					8,264.47
16					8,345.91
17					8,427.36
18					8,508.62
19					8,590.07
20					8,671.51
21					8,752.95
22					8,834.40
23					8,915.84

Class	Annual Salary (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
				90,651.20	96,241.64
				91,433.48	97,218.96
				92,215.76	98,196.28
					99,173.60
					100,150.92
					101,128.24
					102,103.44
					103,080.76
					104,058.08
					105,035.40
					106,012.72
					106,990.04

Class	Daily Rate (212 Days)				
	Class I	Class II	Class III	Class IV	Class V
				427.60	453.97
				431.29	458.58
				434.98	463.19
					467.80
					472.41
					477.02
					481.62
					486.23
					490.84
					495.45
					500.06
					504.67

Requirements\*

Class IV	Bachelor's Degree + 48 semester units, with Master's Degree required and included or Bachelor's Degree + 54 semester units
Class V	Bachelor's Degree + 72 semester units with Master's Degree required and included or Ed.D/Ph.D

\*Based on upper division or graduate semester units.  
 Quarter units are converted into semester units.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CHILD DEVELOPMENT CERTIFICATED SALARY SCHEDULE - 10 MONTH EMPLOYEES  
Effective July 1, 2015**

Escalation: 5.00%

**ANNUAL SALARY PAID OVER 10 MONTHS**

Monthly Salary (184 Days)			
Step	Class I	Class II	Class III
1	3,534.94	3,679.10	3,827.88
2	3,679.10	3,827.88	3,974.35
3	3,827.88	3,974.35	4,139.28
4	3,974.35	4,139.28	4,303.05
5	4,139.28	4,303.05	4,479.51
6	4,303.05	4,479.51	4,655.97
7	N/A	N/A	4,842.81

Annual Salary (184 Days)		
Class I	Class II	Class III
35,349.35	36,791.00	38,278.79
36,791.00	38,278.79	39,743.50
38,278.79	39,743.50	41,392.76
39,743.50	41,392.76	43,030.47
41,392.76	43,030.47	44,795.05
43,030.47	44,795.05	46,559.65
N/A	N/A	48,428.03

Daily Rate (184 Days)		
Class I	Class II	Class III
192.12	199.96	208.04
199.96	208.04	216.00
208.04	216.00	224.97
216.00	224.97	233.87
224.97	233.87	243.46
233.87	243.46	253.05
N/A	N/A	263.20

Longevity is 2.5% as outlined below for Class III only.

YEAR	Class I	Class II	Class III
8th			4,963.88
10th			5,084.95
12th			5,206.02
14th			5,327.09
16th			5,448.16
18th			5,569.23

Class I	Class II	Class III
		49,638.74
		50,849.44
		52,060.14
		53,270.84
		54,481.54
		55,692.24

Class I	Class II	Class III
		269.78
		276.36
		282.94
		289.52
		296.10
		302.68

**ANNUAL SALARY PAID OVER 11 MONTHS**

Monthly Salary (184 Days)			
Step	Class I	Class II	Class III
1	3,213.58	3,344.64	3,479.89
2	3,344.64	3,479.89	3,613.05
3	3,479.89	3,613.05	3,762.98
4	3,613.05	3,762.98	3,911.87
5	3,762.98	3,911.87	4,072.28
6	3,911.87	4,072.28	4,232.70
7	N/A	N/A	4,402.55

Annual Salary (184 Days)		
Class I	Class II	Class III
35,349.35	36,791.00	38,278.79
36,791.00	38,278.79	39,743.50
38,278.79	39,743.50	41,392.76
39,743.50	41,392.76	43,030.47
41,392.76	43,030.47	44,795.05
43,030.47	44,795.05	46,559.65
N/A	N/A	48,428.03

Daily Rate (184 Days)		
Class I	Class II	Class III
192.12	199.96	208.04
199.96	208.04	216.00
208.04	216.00	224.97
216.00	224.97	233.87
224.97	233.87	243.46
233.87	243.46	253.05
N/A	N/A	263.20

Longevity is 2.5% as outlined below for Class III only.

YEAR	Class I	Class II	Class III
8th			4,512.62
10th			4,622.68
12th			4,732.74
14th			4,842.81
16th			4,952.87
18th			5,062.94

Class I	Class II	Class III
		49,638.74
		50,849.44
		52,060.14
		53,270.84
		54,481.54
		55,692.24

Class I	Class II	Class III
		269.78
		276.36
		282.94
		289.52
		296.10
		302.68

Employees on this salary schedule shall work ten (10), eleven (11) or twelve (12) months.

**Requirements\***

Class I	Associate of Arts Degree, including 60 units + valid permit
Class II	Associate of Arts Degree with a total of 90 units + valid permit
Class III	Bachelor's Degree + valid permit

An additional stipend of \$100.00 per month will be granted for an earned Master's Degree.

Longevity will be granted when an employee covered by this salary schedule has been a certificated employee of the Culver City Unified School District for at least eight (8) years.

**REGULATIONS**

- Child care teachers with an original employment date of 09/01/91, or later, will be given credit for previous outside teaching experience on a year-for-year experience basis provided the total days worked in a full-time previous child care or other district approved teaching experience equals at least seventy-five percent (75%) of the days required annually in that previous teaching assignment.
- One (1) increment of step on the salary schedule shall be granted the first of the month following completion of each twelve (12) full calendar months of service.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CHILD DEVELOPMENT CERTIFICATED SALARY SCHEDULE - 12 MONTH EMPLOYEES  
Effective July 1, 2015**

Escalation: 5.00%

**ANNUAL SALARY PAID OVER 10 MONTHS**

Monthly Salary (184 Days)			
Step	Class I	Class II	Class III
1	3,534.94	3,679.10	3,827.88
2	3,679.10	3,827.88	3,974.35
3	3,827.88	3,974.35	4,139.28
4	3,974.35	4,139.28	4,303.05
5	4,139.28	4,303.05	4,479.51
6	4,303.05	4,479.51	4,655.97
7	N/A	N/A	4,842.81

Annual Salary (184 Days)		
Class I	Class II	Class III
35,349.35	36,791.00	38,278.79
36,791.00	38,278.79	39,743.50
38,278.79	39,743.50	41,392.76
39,743.50	41,392.76	43,030.47
41,392.76	43,030.47	44,795.05
43,030.47	44,795.05	46,559.65
N/A	N/A	48,428.03

Daily Rate (184 Days)		
Class I	Class II	Class III
192.12	199.96	208.04
199.96	208.04	216.00
208.04	216.00	224.97
216.00	224.97	233.87
224.97	233.87	243.46
233.87	243.46	253.05
N/A	N/A	263.20

Longevity is 2.5% as outlined below for Class III only.

YEAR	Class I	Class II	Class III
8th			4,963.88
10th			5,084.95
12th			5,206.02
14th			5,327.09
16th			5,448.16
18th			5,569.23

Class I	Class II	Class III
		49,638.74
		50,849.44
		52,060.14
		53,270.84
		54,481.54
		55,692.24

Class I	Class II	Class III
		269.78
		276.36
		282.94
		289.52
		296.10
		302.68

**ANNUAL SALARY PAID OVER 12 MONTHS**

Monthly Salary (240 Days)			
Step	Class I	Class II	Class III
1	3,534.94	3,679.10	3,827.88
2	3,679.10	3,827.88	3,974.36
3	3,827.88	3,974.36	4,139.28
4	3,974.36	4,139.28	4,303.05
5	4,139.28	4,303.05	4,479.51
6	4,303.05	4,479.51	4,655.97
7	N/A	N/A	4,842.81

Annual Salary (240 Days)		
Class I	Class II	Class III
42,419.22	44,149.20	45,934.54
44,149.20	45,934.54	47,692.21
45,934.54	47,692.21	49,671.30
47,692.21	49,671.30	51,636.57
49,671.30	51,636.57	53,754.08
51,636.57	53,754.08	55,871.58
N/A	N/A	58,113.63

Daily Rate (240 Days)		
Class I	Class II	Class III
176.75	183.96	191.40
183.96	191.40	198.72
191.40	198.72	206.97
198.72	206.97	215.16
206.97	215.16	223.98
215.16	223.98	232.80
N/A	N/A	242.15

Longevity is 2.5% as outlined below for Class III only.

YEAR	Class I	Class II	Class III
8th			4,963.88
10th			5,084.95
12th			5,206.02
14th			5,327.09
16th			5,448.16
18th			5,569.23

Class I	Class II	Class III
		59,566.48
		61,019.32
		62,472.16
		63,925.00
		65,377.84
		66,830.68

Class I	Class II	Class III
		248.20
		254.25
		260.31
		266.36
		272.41
		278.47

Employees on this salary schedule shall work ten (10), eleven (11) or twelve (12) months.

**Requirements\***

Class I	Associate of Arts Degree, including 60 units + valid permit
Class II	Associate of Arts Degree with a total of 90 units + valid permit
Class III	Bachelor's Degree + valid permit

An additional stipend of \$100.00 per month will be granted for an earned Master's Degree.

Longevity will be granted when an employee covered by this salary schedule has been a certificated employee of the Culver City Unified School District for at least eight (8) years.

**REGULATIONS**

- Child care teachers with an original employment date of 09/01/91, or later, will be given credit for previous outside teaching experience on a year-for-year experience basis provided the total days worked in a full-time previous child care or other district approved teaching experience equals at least seventy-five percent (75%) of the days required annually in that previous teaching assignment.
- One (1) increment of step on the salary schedule shall be granted the first of the month following completion of each twelve (12) full calendar months of service.

**Culver City Unified School District  
Adult School Salary Schedule  
For Teachers Represented by CCFT**

**Effective July 1, 2015**

**Escalation: 5.00%**

- A. Adult School Teacher with regular assignments, working twelve (12) hours or more per week, shall be paid for actual classroom instruction at the following rates:**

<b>Step</b>	<b>I</b>	<b>45.15</b>
<b>Step</b>	<b>II</b>	<b>50.69</b>
<b>Step</b>	<b>III</b>	<b>56.30</b>
<b>Step</b>	<b>IV</b>	<b>61.83</b>

- B. Requirements**

<b>Step I</b>	First through sixth trimester of CCUSD experience
<b>Step II</b>	Beginning with the seventh through the twelfth trimester of CCUSD experience
<b>Step III</b>	Beginning with the thirteenth through the eighteenth trimester of CCUSD experience
<b>Step IV</b>	Beginning with nineteenth trimester of CCUSD experience

**Culver City Unified School District  
 CTE Salary Schedule  
 For Teachers Represented by CCFT**

**Effective July 1, 2014**

- A. CTE Teachers who teach twelve (12) hours or more per week will be part of the CCFT bargaining unit and will be placed on the following pay scale effective July 1, 2014.**

<b>Step</b>	<b>I</b>	<b>43.00</b>
<b>Step</b>	<b>II</b>	<b>48.27</b>
<b>Step</b>	<b>III</b>	<b>53.61</b>
<b>Step</b>	<b>IV</b>	<b>58.88</b>

- B. Requirements**

<b>Step I</b>	First through fourth semester of CCUSD experience
<b>Step II</b>	Beginning with the fifth through the eighth semester of CCUSD experience
<b>Step III</b>	Beginning with the ninth through the twelfth semester of CCUSD experience
<b>Step IV</b>	Beginning with the thirteenth semester of CCUSD experience

**Culver City Unified School District  
CTE Salary Schedule  
For Teachers Represented by CCFT**

**Effective July 1, 2015**

**Escalation: 5.00%**

- A. CTE Teachers who teach twelve (12) hours or more per week shall be paid at the following rates:**

<b>Step</b>	<b>I</b>	<b>45.15</b>
<b>Step</b>	<b>II</b>	<b>50.69</b>
<b>Step</b>	<b>III</b>	<b>56.30</b>
<b>Step</b>	<b>IV</b>	<b>61.83</b>

- B. Requirements**

<b>Step I</b>	First through fourth semester of CCUSD experience
<b>Step II</b>	Beginning with the fifth through the eighth semester of CCUSD experience
<b>Step III</b>	Beginning with the ninth through the twelfth semester of CCUSD experience
<b>Step IV</b>	Beginning with the thirteenth semester of CCUSD experience



**Culver City Unified School District  
Independent Study & Home Teaching Salary Schedule  
For Teachers Represented by CCFT**

**Effective July 1, 2015**

**Escalation: 5.00%**

- A. Independent Study & Home Teachers with regular assignments, should be paid at the following hourly rates:**

<b>Step</b>	<b>I</b>	<b>45.15</b>
<b>Step</b>	<b>II</b>	<b>50.69</b>
<b>Step</b>	<b>III</b>	<b>56.30</b>

- B. Requirements**

<b>Step I</b>	<b>1-650</b>	<b>hours of CCUSD experience</b>
<b>Step II</b>	<b>651-1300</b>	<b>hours of CCUSD experience</b>
<b>Step III</b>	<b>1301 or above</b>	<b>hours of CCUSD experience</b>

The counting of hours for experience on Step I to III will begin on September 1, 1996 and thereafter.

**CULVER CITY UNIFIED SCHOOL DISTRICT  
 COMPENSATION FOR COACHING AND SPECIAL ASSIGNMENTS  
 Effective July 1, 2015**

**Escalation: 5.00% over Athletic Stipend Block and Elementary Stipend Block**

**HIGH SCHOOL**

**Athletics**

**Football**

Head Coach (1)	4,180
Assistant Coach (6)	3,156

**Basketball**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100
Boys' Assistant Coach (3)	3,156
Girls' Assistant Coach (2)	3,156

**Baseball**

Head Coach (1)	4,100
Assistant Coach (2)	3,156

**Softball**

Head Coach (1)	4,100
Assistant Coach (2)	3,156

**Track**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100
Boys' Assistant Coach (1)	3,000
Girls' Assistant Coach (1)	3,000

**Soccer**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100
Boys' Assistant Coach (1)	3,000
Boys' Assistant Coach (1)	2,100
Girls' Assistant Coach (1)	3,000
Girls' Assistant Coach (1)	2,100

**Volleyball**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100
Boys' Assistant Coach (1)	3,000
Girls' Assistant Coach (1)	3,000
Girls' Assistant Coach (1)	2,100

**Lacrosse**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100
Boys' Assistant Coach (1)	3,000

**Swimming**

Boys' Head Coach (1)	4,100
Girls' Head Coach (1)	4,100

**Compensation for Coaching and Special Assignments  
Effective July 1, 2015**

<b>Water Polo</b>		
	Boys' Head Coach (1)	4,100
	Girls' Head Coach (1)	4,100
	Boys' Assistant Coach (1)	3,000
	Girls' Assistant Coach (1)	3,000
<b>Tennis</b>		
	Boys' Head Coach (1)	4,100
	Girls' Head Coach (1)	4,100
	Boys' Assistant Coach (1)	3,000
	Girls' Assistant Coach (1)	3,000
<b>Cross Country</b>		
	Head Coach (1)	4,100
	Assistant Coach (1)	3,000
<b>Golf</b>		
	Head Coach (1)	2,980
<b>Cheerleading</b>		
	Head Coach (1)	4,100
	Assistant Coach (1)	3,000
	<b>Strength and Conditioning Coach (1)</b>	3,768
	<b>Athletic Director (1)</b>	4,100
	<b>Athletic Trainer (1)</b>	12,100
<b><u>Visual &amp; Performing Arts</u></b>		
	Director/Executive Director	5,424
<b><u>Other Activities</u></b>		
	Band Director	3,072
	Drama/Play	3,072
	Musical	
	Director	3,072
	Assistant Director	2,616
	Orchestra Director	2,750
	Choreographer	2,616
	Accompanist	2,278
	Dance	1,881
	Speech	2,616
	Yearbook	2,867
	Academic Decathlon/Science Olympiad	1,422
	Mock Trial Coordinator	2,476
	ASB Coordinator	3,094

**Department Chairpersons**

F.T.E. in designated department x \$200.00, but no less than \$600.00.

**MIDDLE SCHOOL**

**Activities**

Drama Production (\$884 per production)	1,857
Theatrical Support	620
GATE Coordinator	3,094
Spirit Squad	2,476
Multicultural Coordinator	1,486
Student Court Sponsor	1,857
Athletic Director	2,745
Mock Trial Coordinator	2,476
Science Olympiad	1,486
Newspaper and Yearbook	1,239
ASB Coordinator	2,616
Coaching	
Boys'/Girls' Basketball	929
Softball/Baseball	929
Soccer	929
Volleyball	929
Co-ed Track and Field	929
Intramural Sports and Coordinator	2,476

**ELEMENTARY SCHOOL**

Elementary Choir Director	1,239
Administrative Designee	1,575
Elementary Stipend Block	5,767

6/23/15  
14.4c

**BOARD REPORT**

**14.4c      Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Association of Classified Employees (ACE)**

An Agreement between Culver City Unified School District (CCUSD) and the Association of Classified Employees (ACE) regarding compensation was signed on June 2, 2015. It is now appropriate for the Governing Board of Culver City Unified School District to approve this agreement.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Association of Classified Employees as presented.

Moved by:

Seconded by:

Vote:

**Association of Classified Employees (ACE)  
and  
Culver City Unified School District (District)  
June 2, 2015**

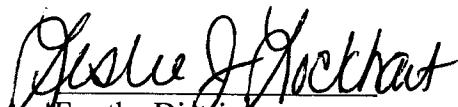
The Culver City Unified School District ( District) and The Association of Classified Employees ( ACE) have agreed to the following regarding compensation and health and welfare:

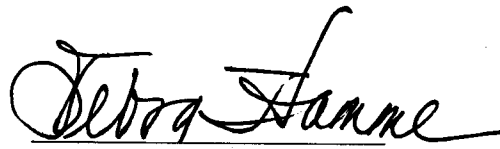
**Article 32: Wages**

The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

**Article 31: Health and Welfare**

Effective July 1, 2015, the CCUSD health insurance benefit cap will increase by an additional \$200.00 to a total increase of \$600.00 effective July 1, 2015.

  
For the District

  
For ACE

6/2/15  
Date

6/2/15  
Date

6/23/15

14.4d

**BOARD REPORT**

14.4d

**Approval is Recommended for the 2015/2016 Classified Salary Schedules**

Per the ACE MOU signed June 2, 2015, the classified salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015. It is recommended that the Board approve the 2015/2016 Classified Salary Schedules.

RECOMMENDED MOTION:

It is recommended that the Board of Education approve the 2015/2016 Classified Salary Schedules as presented.

Moved by:

Seconded by:

Vote:

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CLASSIFIED BASIC SALARY PLAN  
Effective July 1, 2015**

Escalation: 5.00%

PAY RANGE	MONTHLY					HOURLY				
	A	B	C	D	E	A	B	C	D	E
25.	3628.37	3812.91	3989.36	4196.96	4431.09	20.94	22.00	23.02	24.22	25.57
26.	3714.87	3916.70	4105.84	4303.07	4525.66	21.44	22.60	23.69	24.83	26.11
27.	3812.91	3989.36	4196.96	4431.09	4639.84	22.00	23.02	24.22	25.57	26.77
28.	3916.70	4105.84	4303.07	4525.66	4749.41	22.60	23.69	24.83	26.11	27.41
29.	3989.36	4196.96	4431.09	4639.84	4864.73	23.02	24.22	25.57	26.77	28.07
30.	4105.84	4303.07	4525.66	4749.41	4997.37	23.69	24.83	26.11	27.41	28.84
31.	4196.96	4431.09	4639.84	4864.73	5119.62	24.22	25.57	26.77	28.07	29.54
32.	4303.07	4525.66	4749.41	4997.37	5226.87	24.83	26.11	27.41	28.84	30.16
33.	4431.09	4639.84	4864.73	5119.62	5365.28	25.57	26.77	28.07	29.54	30.96
34.	4525.66	4749.41	4997.37	5226.87	5500.21	26.11	27.41	28.84	30.16	31.74
35.	4639.84	4864.73	5119.62	5365.28	5655.91	26.77	28.07	29.54	30.96	32.64
36.	4749.41	4997.37	5226.87	5500.21	5775.86	27.41	28.84	30.16	31.74	33.33
37.	4864.73	5119.62	5365.28	5655.91	5911.96	28.07	29.54	30.96	32.64	34.11
38.	4997.37	5226.87	5500.21	5775.86	6064.19	28.84	30.16	31.74	33.33	34.99
39.	5119.62	5365.28	5655.91	5911.96	6197.98	29.54	30.96	32.64	34.11	35.76
40.	5226.87	5500.21	5775.86	6064.19	6362.91	30.16	31.74	33.33	34.99	36.71
41.	5365.28	5655.91	5911.96	6197.98	6527.82	30.96	32.64	34.11	35.76	37.67
42.	5500.21	5775.86	6064.19	6362.91	6671.99	31.74	33.33	34.99	36.71	38.50
43.	5655.91	5911.96	6197.98	6527.82	6864.60	32.64	34.11	35.76	37.67	39.61
44.	5775.86	6064.19	6362.91	6671.99	6998.38	33.33	34.99	36.71	38.50	40.38
45.	5911.96	6197.98	6527.82	6864.60	7194.44	34.11	35.76	37.67	39.61	41.51
46.	6064.19	6362.91	6671.99	6998.38	7367.45	34.99	36.71	38.50	40.38	42.51
47.	6197.98	6527.82	6864.60	7194.44	7560.05	35.76	37.67	39.61	41.51	43.62
48.	6362.91	6671.99	6998.38	7367.45	7720.36	36.71	38.50	40.38	42.51	44.55



**CULVER CITY UNIFIED SCHOOL DISTRICT  
CLASSIFIED BASIC SALARY PLAN  
Effective July 1, 2015**

Escalation: 5.00%

PAY RANGE	MONTHLY					HOURLY				
	A	B	C	D	E	A	B	C	D	E
1.	2004.50	2126.75	2215.56	2322.80	2443.91	11.57	12.27	12.79	13.41	14.10
2.	2052.92	2172.89	2289.36	2395.47	2501.58	11.85	12.54	13.21	13.83	14.44
3.	2126.75	2215.56	2322.80	2443.91	2555.78	12.27	12.79	13.41	14.10	14.75
4.	2172.89	2289.36	2395.47	2501.58	2653.82	12.54	13.21	13.83	14.44	15.32
5.	2215.56	2322.80	2443.91	2555.78	2694.18	12.79	13.41	14.10	14.75	15.55
6.	2289.36	2395.47	2501.58	2653.82	2767.98	13.21	13.83	14.44	15.32	15.97
7.	2322.80	2443.91	2555.78	2694.18	2826.81	13.41	14.10	14.75	15.55	16.31
8.	2395.47	2501.58	2653.82	2767.98	2920.23	13.83	14.44	15.32	15.97	16.85
9.	2443.91	2555.78	2694.18	2826.81	2977.90	14.10	14.75	15.55	16.31	17.19
10.	2501.58	2653.82	2767.98	2920.23	3035.57	14.44	15.32	15.97	16.85	17.52
11.	2555.78	2694.18	2826.81	2977.90	3126.68	14.75	15.55	16.31	17.19	18.04
12.	2653.82	2767.98	2920.23	3035.57	3207.41	15.32	15.97	16.85	17.52	18.51
13.	2694.18	2826.81	2977.90	3126.68	3289.30	15.55	16.31	17.19	18.04	18.98
14.	2767.98	2920.23	3035.57	3207.41	3374.64	15.97	16.85	17.52	18.51	19.47
15.	2826.81	2977.90	3126.68	3289.30	3465.75	16.31	17.19	18.04	18.98	20.00
16.	2920.23	3035.57	3207.41	3374.64	3529.18	16.85	17.52	18.51	19.47	20.37
17.	2977.90	3126.68	3289.30	3465.75	3628.37	17.19	18.04	18.98	20.00	20.94
18.	3035.57	3207.41	3374.64	3529.18	3714.87	17.52	18.51	19.47	20.37	21.44
19.	3126.68	3289.30	3465.75	3628.37	3812.91	18.04	18.98	20.00	20.94	22.00
20.	3207.41	3374.64	3529.18	3714.87	3916.70	18.51	19.47	20.37	21.44	22.60
21.	3289.30	3465.75	3628.37	3812.91	3989.36	18.98	20.00	20.94	22.00	23.02
22.	3374.64	3529.18	3714.87	3916.70	4105.84	19.47	20.37	21.44	22.60	23.69
23.	3465.75	3628.37	3812.91	3989.36	4196.96	20.00	20.94	22.00	23.02	24.22
24.	3529.18	3714.87	3916.70	4105.84	4303.07	20.37	21.44	22.60	23.69	24.83

6/23/15  
14.4e

**BOARD REPORT**

**14.4e      Approval is Recommended for the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Management Association of Culver City Schools (MACCS)**

An Agreement between Culver City Unified School District (CCUSD) and the Management Association of Culver City Schools (MACCS) regarding compensation was signed on June 2, 2015. It is now appropriate for the Governing Board of Culver City Unified School District to approve this agreement.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Agreement Between the Culver City Unified School District (CCUSD) and the Management Association of Culver City Schools (MACCS) regarding Compensation for the as presented.

Moved by:

Seconded by:

Vote:

**Management Association of Culver City Schools (MACCS)  
and  
Culver City Unified School District (District)  
June 2, 2015**

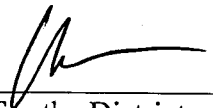
The Culver City Unified School District ( District) and The Management Association of Culver City Schools have agreed to the following regarding compensation:

**Wages**

The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

**Health and Welfare**

Effective July 1, 2015, the CCUSD health insurance benefit cap will increase by an additional \$200.00 to a total increase of \$600.00 effective July 1, 2015

  
\_\_\_\_\_  
For the District

6/3/2015  
Date

  
\_\_\_\_\_  
For MACCS

6/2/15  
Date

6/23/15  
14.4f

**BOARD REPORT**

14.4f

**Approval is Recommended for the 2015/2016 MACCS Salary Schedules**

Per the MOU signed June 2, 2015, the MACCS salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015. The MACCS employee group is comprised of Certificated Administrators, Pupil Personnel Services, Classified Management, Supervisory and Confidential Staff. It is now appropriate for the Governing Board of Culver City Unified School District to approve the 2015/2016 MACCS Salary Schedules.

RECOMMENDED MOTION: It is recommended that the Board of Education approve the 2015/2016 MACCS Salary Schedules as presented.

Moved by:

Seconded by:

Vote:

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CERTIFICATED ADMINISTRATOR SALARY SCHEDULE  
Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	WORK DAYS PER YEAR	PAY PERIODS PER YEAR				
			1	2	3	4	5
Director of Child Development	014	225	12	12	12	12	12
Assistant Director of Child Development	013	225	12	12	12	12	12
Elementary School Assistant Principal	002	210	12	12	12	12	12
Middle School Assistant Principal	002	210	12	12	12	12	12
H.S. Asst. Principal - Discipline	003	215	12	12	12	12	12
H.S. Asst. Principal - Curriculum/Guidance	003	215	12	12	12	12	12
Elementary School Principal	007	212	12	12	12	12	12
Middle School Principal	008	220	12	12	12	12	12
Coordinator of Categorical Programs	009	225	12	12	12	12	12
Director of School and Family Support	005	225	12	12	12	12	12
Director of Special Education	005	225	12	12	12	12	12
Adult School/Continuation School Principal	010	225	12	12	12	12	12
High School Principal	010	225	12	12	12	12	12
Director of Tri-City SELPA	012	225	12	12	12	12	12

RANGE	MONTHLY SALARY					ANNUAL SALARY					PER DIEM SALARY				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
014	8,315.46	8,648.77	8,993.61	9,352.30	9,723.67	99,785.46	103,785.20	107,923.32	112,227.52	116,683.95	443.50	461.27	479.66	498.79	518.60
013	6,395.18	6,651.22	6,916.48	7,193.28	7,480.46	76,742.09	79,814.55	82,997.73	86,319.29	89,765.42	341.08	354.74	368.88	383.65	398.96
002	7,724.00	8,033.76	8,355.16	8,687.12	9,036.00	92,687.93	96,405.08	100,261.81	104,245.37	108,431.94	441.38	459.08	477.44	496.41	516.35
003	8,360.44	8,694.52	9,043.40	9,404.97	9,780.28	100,325.23	104,334.19	108,520.74	112,859.54	117,363.26	466.63	485.28	504.75	524.93	545.88
007	8,312.87	8,645.89	8,991.60	9,351.05	9,724.24	99,754.34	103,750.60	107,899.11	112,212.53	116,690.87	470.54	489.39	508.96	529.31	550.43
008	8,855.22	9,209.29	9,578.35	9,962.41	10,360.30	106,262.54	110,511.37	114,940.12	119,548.82	124,323.56	483.02	502.33	522.46	543.41	565.11
009	8,867.90	9,220.82	9,591.04	9,973.94	10,374.14	106,414.77	110,649.76	115,092.37	119,687.21	124,489.63	472.96	491.78	511.53	531.95	553.29
005	9,558.74	9,939.34	10,338.39	10,751.28	11,181.47	114,704.85	119,272.01	124,060.61	129,015.28	134,177.54	509.80	530.10	551.39	573.41	596.35
010	9,664.85	10,051.21	10,453.72	10,871.22	11,306.03	115,978.12	120,614.48	125,444.59	130,454.62	135,672.26	515.46	536.07	557.54	579.80	602.99
012	10,937.50	11,112.50	11,287.50	11,462.50	11,637.50	131,250.00	133,350.00	135,450.00	137,550.00	139,650.00	583.34	592.67	602.00	611.34	620.67

**CULVER CITY UNIFIED SCHOOL DISTRICT  
PUPIL PERSONNEL SERVICES SALARY SCHEDULE  
Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	WORK DAYS	PAY PERIODS
		PER YEAR	PER YEAR
Counselor	001	202	11
Psychologist	002	195	11
Mental Health Case Assessor	003	195	11
Mental Health Case Manager (SELPA)	003	195	11
Clinical Counselor (SELPA)	004	198	11

RANGE	MONTHLY SALARY					ANNUAL SALARY					PER DIEM SALARY				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
001	7,533.15	7,833.57	8,146.15	8,470.87	8,811.00	82,864.65	86,169.25	89,607.55	93,179.55	96,920.91	410.23	426.59	443.61	461.29	479.81
002	7,513.69	7,813.35	8,125.37	8,449.25	8,787.80	82,650.57	85,946.77	89,379.05	92,941.67	96,665.73	423.85	440.76	458.36	476.63	495.73
003	8,702.35	8,833.41	8,964.47	9,095.53	9,226.59	95,725.77	97,167.44	98,609.07	100,050.75	101,492.39	490.91	498.30	505.69	513.09	520.48
004	7,383.89	7,678.41	7,984.67	8,303.09	8,636.50	81,222.75	84,462.44	87,831.30	91,333.93	95,001.50	410.22	426.58	443.60	461.29	479.81

**CULVER CITY UNIFIED SCHOOL DISTRICT  
CLASSIFIED MANAGEMENT SALARY SCHEDULE  
Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	PAY PERIODS PER YEAR				
		11	12	12	12	12
Director of Security	001					
Director of Purchasing	002					
Director of Information Technology	005					
Director of Food Services	004					
Director of Fiscal Services	005					
Director of Maintenance, Operations & Transportation	005					

RANGE	MONTHLY SALARY					ANNUAL SALARY					HOURLY SALARY				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
001	7,280.93	7,571.57	7,874.89	8,188.60	8,516.14	80,090.18	83,287.20	86,623.77	90,074.50	93,677.49	42.01	43.69	45.44	47.25	49.14
002	7,280.93	7,571.57	7,874.89	8,188.59	8,516.14	87,371.10	90,858.75	94,498.65	98,263.08	102,193.62	42.01	43.69	45.44	47.25	49.14
003	7,280.93	7,571.57	7,874.89	8,188.59	8,516.14	87,371.10	90,858.75	94,498.65	98,263.08	102,193.62	42.01	43.69	45.44	47.25	49.14
004	7,280.93	7,571.57	7,874.89	8,188.59	8,516.14	87,371.10	90,858.75	94,498.65	98,263.08	102,193.62	42.01	43.69	45.44	47.25	49.14
005	8,437.71	8,774.48	9,125.09	9,489.54	9,867.83	101,252.50	105,293.73	109,501.06	113,874.46	118,413.93	48.68	50.63	52.65	54.75	56.93

**CULVER CITY UNIFIED SCHOOL DISTRICT  
SUPERVISORY SALARY SCHEDULE  
Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	PAY PERIODS PER YEAR
School Library Supervisor	001	12
Food Services Supervisor	002	12
Security Supervisor	003	12
Accounting Supervisor	003	12
Maintenance Foreman	004	12

RANGE	MONTHLY SALARY					ANNUAL SALARY					HOURLY SALARY				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
001	4,621.37	4,863.57	5,085.00	5,352.58	5,642.06	55,456.37	58,362.75	61,020.00	64,230.85	67,704.67	26.67	28.06	29.34	30.89	32.56
002	4,937.38	5,135.75	5,341.04	5,554.41	5,779.31	59,248.50	61,628.96	64,092.46	66,652.83	69,351.61	28.49	29.63	30.82	32.05	33.35
003	5,832.36	6,064.17	6,307.53	6,560.10	6,820.76	69,968.24	72,770.04	75,690.27	78,721.18	81,849.01	33.65	34.99	36.39	37.85	39.36
004	6,152.98	6,398.64	6,654.68	6,917.63	7,195.58	73,835.71	76,783.61	79,856.06	83,011.55	86,346.96	35.50	36.92	38.40	39.91	41.52



**CULVER CITY UNIFIED SCHOOL DISTRICT  
CONFIDENTIAL SALARY SCHEDULE  
Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	PAY PERIODS PER YEAR
Personnel Clerk	001	12
Personnel Technician	002	12
Executive Assistant	003	12
Senior Executive Assistant	005	12

RANGE	MONTHLY SALARY					ANNUAL SALARY					HOURLY SALARY				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
001	3,425.37	3,599.53	3,775.98	3,963.98	4,161.19	41,104.42	43,194.25	45,311.75	47,567.65	49,934.26	19.77	20.77	21.79	22.87	24.01
002	4,005.49	4,206.17	4,418.38	4,637.52	4,871.64	48,065.88	50,474.02	53,020.56	55,650.13	58,459.63	23.11	24.27	25.50	26.76	28.11
003	4,337.65	4,553.32	4,780.53	5,021.57	5,275.30	52,051.77	54,639.82	57,366.27	60,258.81	63,303.58	25.03	26.27	27.59	28.98	30.44
005	5,181.88	5,440.23	5,712.41	5,992.67	6,299.45	62,182.55	65,282.68	68,548.90	71,911.98	75,593.39	29.90	31.39	32.96	34.58	36.35

6/23/15  
14.4g

**BOARD REPORT**

14.4g

**Approval is Recommended for the New 2015/2016 Contracted Management Salary Schedule**

In order to allow the District to remain competitive and equitable in recruiting and retaining Assistant Superintendents, a salary schedule was established for contracted management. The New Contracted Management Schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015. The Contracted Management Schedule is comprised of the Assistant Superintendent of Business Services, Assistant Superintendent of Educational Services and the Assistant Superintendent of Human Resources.

RECOMMENDED MOTION:           It is recommended that the Board of Education approve the 2015/2016 Contracted Management Salary Schedule as presented.

Moved by:

Seconded by:

Vote:

**CULVER CITY UNIFIED SCHOOL DISTRICT  
 CONTRACTED MANAGEMENT SALARY SCHEDULE  
 Effective July 1, 2015**

Escalation: 5.00%

POSITION	RANGE	PAY PERIODS PER YEAR	MONTHLY SALARY	ANNUAL SALARY
Assistant Superintendent of Business Services	001	12		
Assistant Superintendent of Educational Services	001	12		
Assistant Superintendent of Human Resources	001	12		
			<b>MONTHLY SALARY</b>	<b>ANNUAL SALARY</b>
<b>RANGE</b>			<b>1</b>	<b>2</b>
001			11,089.20	133,070.36
			11,532.08	138,384.87
			11,993.41	143,920.82
			12,473.19	149,678.20
			12,971.42	155,657.03
			<b>5</b>	<b>5</b>

6/23/15  
14.4h

**BOARD REPORT**

**14.4h      Approval is Recommended for the 2015/2016 Adult School  
Unrepresented Teacher Salary Schedule**

In order to allow the District to remain competitive in recruiting and retaining unrepresented Adult School Teachers, it is recommended that the Governing Board of Culver City Unified School District approve the 2015/2016 Adult School Unrepresented Teacher Salary Schedule. The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Adult School Unrepresented Salary Schedule as presented.

Moved by:

Seconded by:

Vote:

**Culver City Unified School District  
Adult School Salary Schedule  
For Unrepresented Teachers**

**Effective July 1, 2015**

**Escalation: 5.00%**

- A. Adult School Teacher with regular assignments, working less than twelve (12) hours per week, shall be paid for actual classroom instruction at the following rates:**

<b>Step</b>	<b>I</b>	<b>32.53</b>
<b>Step</b>	<b>II</b>	<b>36.52</b>
<b>Step</b>	<b>III</b>	<b>40.58</b>

- B. Requirements**

<b>Step I</b>	First through sixth trimester of CCUSD experience
<b>Step II</b>	Beginning with the seventh through the twelfth trimester of CCUSD experience
<b>Step III</b>	Beginning with thirteenth trimester of CCUSD experience

6/23/15

14.4i

**BOARD REPORT**

**14.4i      Approval is Recommended for the 2015/2016 CTE Unrepresented  
Certificated Salary Schedule**

In order to allow the District to remain competitive in recruiting and retaining CTE (formerly known as ROP) Unrepresented Teachers, it is recommended that the Governing Board of Culver City Unified School District approve the 2015/2016 CTE Unrepresented Certificated Salary Schedule. The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 CTE Unrepresented Certificated Salary Schedule as presented.

Moved by:

Seconded by:

Vote:

**Culver City Unified School District  
CTE Salary Schedule  
For Unrepresented Certificated Employees**

**Effective July 1, 2015**

**Escalation: 5.00%**

**CTE Teachers shall be paid at the following hourly rates:**

<b>Step</b>	I	36.06	Preliminary credential and less than two years teaching experience
<b>Step</b>	II	39.35	Successful fulfillment of basic skills test, mandatory inservice training and two years teaching experience
<b>Step</b>	III	42.63	Clear credential, 4 years successful teaching experience, continued professional development as spelled out in the contract between LACOE and CCUSD

**Initial placement based upon experience and training.**

**CTE Teachers shall receive annual "career increments" for experience with the district at the completion of:**

<b>6 years:</b>	200.00
<b>10 years:</b>	400.00
<b>15 years:</b>	800.00
<b>20 years:</b>	1000.00
<b>25 years:</b>	1500.00

6/23/15  
14.4j

**BOARD REPORT**

**14.4j      Approval is Recommended for the 2015/2016 Substitute Teacher Salary Schedule**

In order to allow the District to remain competitive in recruiting and retaining Substitute Teachers, it is recommended that the Governing Board of Culver City Unified School District approve the 2015/2016 Substitute Teacher Salary Schedule. The salary schedule will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Substitute Salary Schedule as presented.

Moved by:

Seconded by:

Vote:



**Culver City Unified School District  
Substitute Teacher Salary Schedule**

**Effective July 1, 2015**

**Escalation: 5.00%**

**Daily Rate**

144.19

**Long Term Daily Rate of Pay**

184.54

**Long term substitute teachers (based upon credentialing), on the 21st day of service in the same assignment, will receive the long term daily rate of pay until the conclusion of the assignment. Upon completion of the assignment, the pay will revert back to the daily rate.**

6/23/15  
14.4k

**BOARD REPORT**

**14.4k      Approval is Recommended for the 2015/2016 Classified Substitute and Classified Temporary Salary Schedules**

In order to allow the District to remain competitive in recruiting and retaining classified substitutes and classified temporary personnel, it is recommended that the Governing Board of Culver City Unified School District approve the 2015/2016 Classified Substitute and Classified Temporary Salary Schedules. The salary schedules will increase from a previously agreed to 3.6% increase to an increase of 5%, effective July 1, 2015.

RECOMMENDED MOTION:      It is recommended that the Board of Education approve the 2015/2016 Classified Substitute and Classified Temporary Salary Schedules as presented.

Moved by:

Seconded by:

Vote:

**Culver City Unified School District**  
**Classified Substitute Salary Schedule**  
**Effective July 1, 2015**

**Escalation: 5.00%**

<b>Classification</b>	<b>Hourly Rate</b>
Substitute Clerk Typist	16.31
Substitute Driver	18.98
Substitute Food Service Assistant	13.21
Substitute Instructional Assistant	15.97
Substitute School Custodian	16.85
Substitute Teacher Aide	14.75

**Classified Temporary Salary Schedule**

<b>Classification</b>	<b>Hourly Rate</b>
Temporary Adult School Lecturer	32.53
Temporary Noon Duty Supervisor	10.69

6/23/15  
14.41

**BOARD REPORT**

14.41

**Approval is Recommended for New Certificated Administrative Job Description – Alternative Education Teacher on Special Assignment**

It is recommended practice that the Board of Education approves new job descriptions to reflect new duties and responsibilities based on the current needs of the District. Based on LCAP, it was recommended that the New Alternative Education Teacher on Special Assignment Position be developed to support alternate education and provide additional options.

RECOMMENDED MOTION:            That the Board of Education approves the New Certificated Administrative Job Description – Alternative Education Teacher on Special Assignment as presented.

Moved by:

Seconded by:

Vote:

Culver City Unified School District  
Alternative Education Teacher On Special Assignment – (212 Days)

**Brief Description of Position**

Under the supervision of the Culver Park High School, iAcademy, and Culver City Adult School principal, the Alternative Education Teacher on Special Assignment will assist with all aspects of developing, planning, facilitating, and monitoring these District educational programs as well as new alternative education programs as they relate to placement and services in a Least Restrictive Environment for students with special needs.

**Major Duties and Responsibilities**

- Provide case carrier management of students with IEPs.
- Assist in the determination of placement for students with special needs that is both appropriate and provides the most Least Restrictive Environment.
- Consult and collaborate with school staff, district personnel, and outside agencies to identify, address, and ensure that student IEP goals, objectives and services are being addressed and met.
- Assist with modifications and accommodations as related to assessment with required state standardized testing.
- Support teachers with the integration and implementation of student IEP goals, objectives and services in accordance with Common Core State Standards and district policy.
- Assist in the development and implementation of a schoolwide Positive Behavior Intervention Student Support program and RTI plan that meets students IEP goals, objectives and services.
- Monitor student progress and communicate and meet with parents as needed.
- Provide instruction, support and intervention to students as needed.
- Assist with supervision.
- Participate in back-to-school, open house, leadership team activities
- Perform other duties as needed and assigned

**Required Qualifications**

Possession of a valid California Special Education Credential authorizing service for Mild/Moderate with Autism authorization. CLAD Certificate/English Learner authorization is required. Minimum three (3) years of successful experience working with youth with special needs.

**Desired Qualifications**

Ability to establish and maintain positive, cooperative working relationships with youth and adults; ability to communicate positively and effectively with students, parents, staff, etc; effective organizational and problem solving skills; flexible; willingness to participate in on-going professional growth opportunities

**Knowledge of**

Current research-based educational practices; student behavior management strategies and techniques; technology use for instruction, instructional support, record management, and data collection; local support agencies for student/family referrals including mental health programs.

**15.1 Self-Evaluation of the Board**

Board members will complete a self-assessment of their collective governance of/for the current Board meeting. Prior to adjournment, one Board member will complete and share his/her assessment of Board performance by answering the following questions:

In your opinion, did every Board Member?

Study the agenda prior to the meeting and clarify questions in advance?

Participate in the meeting, with no one dominating?

Listen attentively as each participant spoke, avoiding side conversations?

Treat each other with respect and courtesy?

Contribute to an atmosphere of trust and openness?

Focus on governance rather than operations during presentations and discussions?

Follow the agenda and not get sidetracked?

Was information provided in a manner that made it easily understandable?

Was the agenda well-planned to focus on the work of the Board?



CULVER CITY  
UNIFIED SCHOOL DISTRICT

# Culver City Unified School District Board Self Assessment



Evaluator \_\_\_\_\_ Date: \_\_\_\_\_

1=Failing    2=Poor                    3=Satisfactory                    4=Good                    5=Commendable

In your opinion, did every Board Member:

1    2    3    4    5

					Study the agenda prior to the meeting and clarify questions in advance?
					Participate in the meeting, with no one dominating?
					Listen attentively as each participant spoke, avoiding side conversations?
					Treat each other with respect and courtesy?
					Contribute to an atmosphere of trust and openness?
					Focus on governance rather than operations during presentations and discussions?
					Follow the agenda and not get sidetracked?
					Was information provided in a manner that made it easily understandable?
					Was the agenda well-planned to focus on the work of the Board?

Comments:

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**CCUSD: Success for ALL Takes US ALL!**