

**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 11, 2013**

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**

Katherine Paspalis, Esq., President  
Patricia Siever, Professor, Vice President  
Nancy Goldberg, Clerk  
Laura Chardiet, Member  
Karlo Silbiger, Member

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

**3. RECESS TO CLOSED SESSION**

3.1 Reinstatement of Pupil Services Case #01-12-13

3.2 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  
Employee Organizations: Culver City Federation of Teachers (CCFT) and Association of Classified Employees (ACE)

3.3 Public Employee Discipline/Dismissal/Release (Pursuant to GC §54947)

3.4 Public Appointment/Employment (Pursuant to GC §54947)  
Certificated Personnel Services Report No. 16  
Classified Personnel Services Report No. 16

4. **ADJOURNMENT OF CLOSED SESSION**

5. **REGULAR MEETING – 7:00 p.m.**

5.1 Roll Call – Board of Trustees  
Katherine Paspalis, Esq., President  
Patricia Siever, Professor, Vice President  
Nancy Goldberg, Clerk  
Laura Chardiet, Member  
Karlo Silbiger, Member

5.2 Flag Salute

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

7. **PUBLIC HEARING**

7.1 Tier III Flexibility Transfers for 2013-2014

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 – May 28, 2013

9.2 Approval is Recommended for Purchase Orders

9.3 Approval is Recommended for Acceptance of Gifts - Donations

9.4 Approval is Recommended for the Certificated Personnel Reports No. 16

9.5 Approval is Recommended for the Classified Personnel Reports No. 16

9.6 Approval is Recommended for the 2013-2014 Consolidated Application for Funding Categorical Aid Programs

9.7 Approval is Recommended for the Carl D. Perkins Career and Technical Education Grant for 2013-2014

**10. AWARDS, RECOGNITIONS AND PRESENTATIONS**

- 10.1 Culver City Unified School District Employee Retiree Recognition
- 10.2 Balfour Beatty Donation
- 10.3 District English Language Advisory Committee (DELAC) Presentation – Eileen Carroll, Assistant Superintendent of Educational Services
- 10.4 Student Intercultural Advisory Committee Presentation

**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 Student Representatives' Reports
- 11.4 Members of the Audience
- 11.5 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 Budget Update: 2012-13 vs. 2013-14 Snapshot
- 12.2 SunPower Update on Solar Project
- 12.3 Blended/Web Based Learning Opportunities for CCUSD- Vision and Next Steps

**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 - None**

**14.2 Education Services Items**

14.2a Approval is Recommended for the Reinstatement of Pupil Services Case #01-12-13

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

14.2b Approval is Recommended for Staff to Submit the Application for County District School Code

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

**14.3 Business Items**

14.3a Approval is Recommended for the Tier III Flexibility Transfers for 2013-2014

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

14.3b Approval is Recommended for Resolution #18/2012-2013 – Temporary Borrowing Between Funds

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

14.3c Approval is Recommended for the Year-End Appropriation Transfers

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

14.3d Approval is Recommended for the Proposal from Stradling, Yocca, Carlson & Rauth

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

14.3e Approval is Recommended for the Proposal from Keygent

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

**14.4 Personnel Items - None**

**15. BOARD BUSINESS - None**

**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

June 25 – 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), City Hall (Chambers), 9770 Culver Blvd.

July 9– 7:00 p.m. – Regular Public Meeting, (6:00 p.m. Closed Session), District Office, 4034 Irving Place

**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.

**7.1 Public Hearing for Tier III Flexibility Transfers for 2013-2014**

Education Code 42605(c)(2)(A) requires that districts conduct Categorical Flexibility public hearings as a condition for receipt of funds. As a condition of receipt of funds, the governing board of the school district or board of the county office of education, as appropriate, at a regularly scheduled open public hearing shall take testimony from the public, discuss, approve or disapprove the proposed use of funding, and make explicit for each of the budget items in paragraph (2) of subdivision (a) the purposes for which the funds will be used.

Education Code § 42605(c)(2)(B), added pursuant to AB 189 (2011), requires that the Categorical Flexibility public hearing be held prior to and independent of a meeting where the governing board of the school district adopts a budget. It further requires the district to identify the programs proposed to be closed as noted below:

The regularly scheduled open public hearing held pursuant to subparagraph (A) shall be held prior to and independent of a meeting where the governing board of the school district or governing board of the county office of education adopts a budget.

If the governing board intends to close a program funded by the items listed in paragraph (2) of subdivision (a), the governing board shall identify, in the notice of the agenda of the public hearing or at another public hearing, the program or programs proposed to be closed.

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

<b>Meeting:</b>	<b><u>Regular Meeting</u></b>	<b>Date:</b>	<b><u>May 28, 2013</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**

**Katherine Paspalis, Esq., President**  
**Patricia Siever, Professor, Vice President**  
**Nancy Goldberg, Clerk**  
**Laura Chardiet, Member**  
**Karlo Silbiger, Member**

**Staff Members Present**

**David LaRose, Superintendent**  
**Eileen Carroll**  
**Leslie Lockhart**  
**Mike Reynolds**

**Call to Order**

Board President Ms. Paspalis 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 7:00 p.m. with all Board members in attendance. Dr. Rebecca Lynch led the Pledge of Allegiance.

**Report from Closed Session**

Ms. Paspalis 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**

Ms. Paspalis suggested amending the agenda by moving item 10.3 before item 10.2 and pulling item 12.1. It was moved by Mr. Silbiger and seconded by Ms. Siever to adopt the May 28, 2013 agenda as amended. The motion was unanimously approved.

**9. Consent Agenda**

Ms. Paspalis called the Consent Agenda and asked if any member of the audience or the Board wished to withdraw any item. No items were withdrawn. It was moved by Ms. Siever and seconded by Ms. Goldberg to approve Consent Agenda Items 9.1 through 9.6 as presented. The motion was unanimously approved.

- 9.1 Minutes of Regular Meeting – May 14, 2013
- 9.2 Purchase Orders and Warrants
- 9.3 Acceptance of Gifts – Donations
- 9.4 Certificated Personnel Reports No. 15
- 9.5 Classified Personnel Reports No. 15
- 9.6 Enrollment Report

**10. Awards, Recognitions and Presentations**

**10.1 American Citizenship Awards**

Mr. LaRose and the Assistant Superintendents read the names and accomplishments of each school's recipients of the American Citizenship Award for the month of May. The recipients were Jasmine Hernandez from El Marino School; Trenton Miller from El Rincon Elementary; Julia Liu from La Ballona School; Magy Yassa from Linwood E. Howe School; Laura Elyse Forgeng from Farragut School; Jada Miller from Culver City Middle School; Wendy Mendoza from Culver Park High School; and Rose Ramirez from Culver City High School. Board members presented each recipient with a pin and certificate; and thanked the students and their families for attending the meeting.

**10.3 Spotlight on Education - Office of Child Development**

Audrey Stephens, Director of the Office of Child Development shared what a high quality Pre-K program such as OCD should offer. She described the way the program also supports social and emotional development. Allease Glamore, Pre-School Psychologist, showed a Power Point presentation with the message that resilience leads to academic success. She informed the Board about some of the techniques that are used in the Office of Child Development. These techniques are used for behavior expectations, and reinforcing those expectations; praise to correction; and protective factors. Children from the program performed a poem for the Board and audience.

**10.2 Recognition of the Toby Rubenstein 4<sup>th</sup> Annual Chess Tournament Winners**

Ruth Morris thanked Mr. Rubenstein for his annual cash contribution and ongoing support to the Middle School to continue the Chess Tournament. Secondly, she thanked Mel Block for his donation to the tournament; and third, she thanked her own father for his encouragement. Mr. Rubenstein thanked Ms. Paspalis for her recognition of our Veterans in honor of Memorial Day which was the day prior. On behalf of his family Mr. Rubenstein thanked the Board for continuing this tournament in honor of his late wife Toby Rubenstein. He also thanked Mr. LaRose, and the staff at the Middle School for their hard work in continuing to participate. Anthony Adamucci introduced the winners: 3<sup>rd</sup> Place Winners – Qadir Johnson, Hakim Johnson, and Anita Patel; 2<sup>nd</sup> Place Winner Noal Klowden; and 1<sup>st</sup> Place Winner was the Chess Club President Nic Swinford. Ms. Siever thanked Mr. Rubenstein for showing his devotion by continuing this tradition in honor of his late wife whom she knew. She also reiterated her challenge from last year stating that she would play one of the members.

**10.4 CCEF – All for One Campaign**

Leslie Adler, Executive Director of the Education Foundation, and Marci Shulman, President, provided the Board with an update on the fundraising efforts. Ms. Adler reported that so far the 2012-2013 All for One Campaign has been able to grant \$60,000 to the District. She informed the Board of the items that were purchased from the funds raised, and the school sites the items went to. The decisions on how to spend the money, and to which school sites, were a joint decision between the Education Foundation and District staff. Ms. Shulman gave a special thank you to the sponsors and everyone that attended and gave donations to the Tribute to the Stars event. She was proud to announce that over \$90,000 was raised at the event. Ms. Adler announced that the 5/19K Run for Autism will be another fundraiser coming up in June and provided additional information.

**11. Public Recognition****11.1 Superintendent's Report**

Mr. LaRose reported on a few items that he wanted to highlight. He stated that the second Whole Child Whole Community meeting at Veterans Auditorium had taken place and thanked Arames White at the City's Parks and Recreation Department for setting up the location. He reported that new businesses were present and about sixty people were in attendance. One announcement made at the Whole Child Meeting was that a grant was awarded for a Summer Lunch Program which would provide lunch to students of very low income families during the summer. Mr. LaRose announced that this Thursday and Friday the full District teams will be participating in Professional Development where part of the discussion will be about coming together to make highly effective collaborative teams, and emphasizing our District culture.

**11.2 Assistant Superintendents' Reports**

Ms. Carroll reported on the District's efforts in moving towards the Common Core Standards that will be here in California. The Educational Services Department has been supporting teachers in preparation for the significant changes. Some of them have had Professional Development. Those who have gone through Professional Development will be become Teacher Leaders at their sites to assist their teachers.

Mrs. Lockhart introduced Dr. Rebecca Lynch as the new Principal at Farragut Elementary School and read a brief bio on her education and career. Mrs. Lockhart welcomed Dr. Lynch as did parents from the school who presented her with a gift basket. Dr. Lynch thanked the Board for the opportunity to work in the District and stated her excitement to get started at the school.

Mr. Reynolds reported that he is working on putting together the team that will be working on researching information for a possible General Bond for the District. He stated that the Athletic Field is going into Phase 2



and everything was progressing nicely. He also stated that SunPower, who will be working on the solar panels, successfully resolved an issue with Southern California Edison. Mr. Reynolds stated that the update on Robert Frost Auditorium will be coming later in this meeting. He is also making every effort to get matching funds through the State Facilities Funding.

### **11.3 Student Representatives' Reports**

#### **Middle School Student Representative**

Angel Moret, Culver City Middle School Student Representative, reported on activities at Culver City Middle School, including the 6<sup>th</sup> and 7<sup>th</sup> graders' field trip to Knott's Berry Farm. She thanked Ms. Fairfield, Ms. Pealer, and all of the chaperones who attended the trip. She stated that the 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders had an upcoming field trip to Magic Mountain and they still needed chaperones. She extended an invitation to any Board Members that might want to chaperone. Miss Moret announced that this week was Spirit Week at the Middle School and there are different activities happening each day, and Thursday is the Luau Dance.

#### **Culver Park Student Representative**

Eric Ibarra, Culver Park High School Student Representative, reported on activities at Culver Park High School, including the Student Council Clean-Up Day, and information being gathered for the Culver Park Yearbook. The Yearbook will be on sale June 10<sup>th</sup>. Prom is coming up and the last day for seniors is June 12<sup>th</sup>.

#### **Culver City High School Student Representative/Student Board Member**

Kalena Kettering, Student Board Member, reported on activities at Culver City High School. She stated that there were several year-end activities taking place at the High School. AVPA and the Music Department is having a free concert at Robert Frost Auditorium. The Talent Show is on June 7<sup>th</sup> at 7:00 p.m. The High School just had their Grad Night at Disneyland and Prom is this Saturday at the Velasco in Downtown Los Angeles. Miss Kettering also informed the Board of the events that took place for Teacher Appreciation Week.

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

Members of the audience spoke about:

- Robert Zirculis passed out a flyer he printed that he claims has false endorsements for Ms. Paspalis. He noted that Ms. Paspalis has responded that her campaign manager pulled information from her 2009 campaign by accident. He called for her to return all campaign funds.
- David Mielke stated that his fourth period Sociology Class had a visit from Mr. LaRose. Mr. Mielke told his class that they might want to give Mr. LaRose feedback on their experience at the High School. He gave the Board an update on negotiations and thanked them for the 2% increase. Mr. Mielke also thanked Mr. LaRose for inviting him to the professional development on Thursday and Friday.
- Jim Harris, President of AVPA, spoke about the possibility of adding a music teacher. He is also a parent in the District and he spoke about the benefits of having a music program.
- Gordon Gardner spoke on behalf of the Music Department. He spoke to Tony Spano and he was told that we have less music teachers than most of the other Districts that are comparable to our size.
- Tony Spano, Co-Director of AVPA, informed the Board of the upcoming music concerts this week. He explained that the concerts are being done a little differently this year because the participation is growing. He hopes the Board and staff can come out. Ms. Siever stated that she has seen Dr. Spano's work and what he does with AVPA. She told him that he has done fantastic musical arrangements for the Martin Luther King event that takes place in Culver City every year and it does not get mentioned. She just wanted to thank him for his great work.

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

Board Members spoke about:

- Ms. Siever was thinking about the situation with the students at the last meeting and suggested possibly having a sign out on the doors to the Board Room that states "Meeting in Progress" or something to that affect. This might help with the decorum during the meetings. She also suggested having a Spanish translator at the meeting. She suggested the translator because she was thinking

about how the Board can have a diverse discussion and make sure that their messages are reaching more people in the community.

- Mr. Silbiger stated he was thinking about the last meeting and thought that Jerry Chabola's suggestion was interesting. Mr. Chabola had suggested having a meeting at the High School with items on the agenda that addresses issues specific to the students. He attended the Improv Show at the middle School and thought it was amazingly inventive. Mr. Silbiger stated that right now the Music Program is very understaffed, and that we need to think of music as a necessary part of the curriculum. Some of the classes are being taught afterschool and not all students are willing to stay late. He has done some analysis and he found that the District comes in last on staffing for our Music Program.
- Ms. Goldberg stated that she obviously supports the Music Program and supports getting an extra Teacher. She attended an assembly at El Rincon and they had a great speaker. She attended the Whole Child Whole Community meeting which was a wonderful experience. She feels the District needs more of those types of experiences. She asked the audience to make sure their students are aware that this year graduation will be at a different site.
- Ms. Chardiet applauded Mr. LaRose on his efforts with the Whole Child Program. She read a brief article regarding students that are in poverty or homeless and how it affects their attendance at school which in turn affects the District's financial bottom line. Ms. Chardiet attended the Improv Show at the Middle School and said they did a great job.
- Ms. Paspalis stated that she attended Roberta Sargent's retirement party. She shared a little about the party and how much fun it was. Ms. Paspalis stated that not only does the Board have to look at bringing in another Music Teacher, but also a part-time nurse, staffing for the Immersion Program, amongst other things. She stated they are trying to look at all of the needs in a holistic way. They do not want to just put things back the way they were, but to look at how they can best serve the students. Ms. Paspalis reported that the Track Team won a CIF Championship. She stated that she knows the Spring sports are wrapped up and hopefully Mr. Salter will attend the next meeting to provide the Board with some of the sports updates.

## **12. Information Items**

### **12.2 State Budget Update – May Revise**

Sean Kearney, Director of Fiscal Services, and Mike Reynolds, Assistant Superintendent of Business Services gave a presentation on the Governor's May Revise. Mr. Kearney reported that the Governor dropped his proposal to push Adult Schools to the Community Colleges. Mr. Kearney and Mr. Reynolds reported on state revenues, funding, the ROP funding, and other highlights. Dr. Luther Henderson asked if the shifts in funding will effect the Prop 98 funding. Mr. Reynolds stated there will be no real financial impact. Dr. Henderson also asked if the County has to approve a salary settlement. Mr. Reynolds confirmed. George Laase, in regards to the report concerning the Governor proposing a one-time allocation of \$170 per ADA to help "kick-off" Common Core Standards in the current year, asked if it will be Federal pass through or state money. David Mielke suggested having an extra "bullet point" on Mr. Reynolds review that states "compensation." He stated that if the District is going to get to a competitive place than that should be included. Janice Beighey stated that the list given out was a great list but did not include sports. She stated that if we are talking about the whole child than athletics should be included. Ms. Siever stated that Prop. 98 is split with the Community Colleges and asked what the split was. Mr. Reynolds stated that he is not privy to that information. Mr. Silbiger asked about the proposal and asked how the \$170 per ADA would be spent. Mr. Kearney stated that Districts would need to develop a spending plan. Mr. Silbiger asked if there was any way to fight the County on the ROP issue. Mr. Kearney stated that all options are being looked at. Ms. Paspalis addressed a comment made by Mr. Mielke where he felt that compensation needed to be addressed as a "bullet point" on the report. She told Mr. Mielke that his concerns are address in the recommendations from CBAC.

## **13. Recess**

The Board recessed at 8:57 p.m. and reconvened at 9:07 p.m.

**12.3 Robert Frost Feasibility Update**

Hodgets and Fung, the District's architectural firm for Robert Frost Auditorium provided an update on the progress of the feasibility study and identified the needs of the facility which included air quality, stage production systems, production support spaces, audience amenities, accessibility and circulation, and arrival areas. They responded to questions from audience members and the Board. Board members thanked the presenters for their presentation.

**12.4 Election Consultant Introduction**

Ms. Paspalis introduced Allen Gafford of the Gafford Group who provided a brief overview of the procedures involved in determining if the District should place a general obligation bond on a future ballot.

**14. Action Items****14.1 Superintendent's Items - None****14.2 Education Services Items****14.2a Second Reading and Approval of New Board Policy/Administrative Regulation 6173, and Form E6173, Instruction – Education for Homeless Children**

It was moved by Ms. Goldberg and seconded by Ms. Chardiet that the Board approve New Board Policy/Administrative Regulation 6173, and Form E6173, Instruction – Education for Homeless Children as presented. The motion was unanimously approved.

**14.2b Second Reading and Approval of New Board Policy/Administrative Regulation 6173.1, Instruction – Education for Foster Youth**

It was moved by Ms. Siever and seconded by Ms. Goldberg that the Board approve New Board Policy/Administrative Regulation 6173.1, Instruction – Education for Foster Youth as presented. The motion was unanimously approved.

**14.2c Second Reading and Approval of Revised Form 5131.2E, Students – Bullying-Cyber Bullying-Harassment Report Form**

Ms. Siever stated that she was happy that the Form was being done. She suggested changing youths to youth. It was moved by Ms. Chardiet and seconded by Mr. Silbiger that the Board approve Revised Form 5131.2E, Students, Bullying – Cyber Bullying – Harassment Report Form as presented. The motion was unanimously approved.

**14.3 Business Services Items****14.3a Approval is Recommended for the Amended Lease Lease-Back Agreement with Balfour Beatty including the Final Guaranteed Maximum Price (GMP)**

It was moved by Ms. Siever and seconded by Ms. Chardiet that the Board approve the Amended Lease Lease-Back Agreement with Balfour Beatty including the Final Guaranteed Maximum Price (GMP) as presented. Ms. Chardiet inquired as to a discrepancy on page ten under Section 10A. It is written out that the sum is one thousand dollars, but the dollar amount is typed as \$500. Mr. Reynolds said that he would have to confirm with the company which amount was correct. The Board decided that they would agree to approve the agreement with both amounts stating one thousand dollars and Mr. Reynolds would confirm with Balfour Beatty. The motion was unanimously approved.

**14.4 Personnel Items****14.4a Approval is Recommended for Resolution #17-2012/2013(HR), To Reinstate Classified Position (Receptionist)**

It was moved by Ms. Goldberg and seconded by Ms. Siever that the Board approve Resolution #17-2012/2013(HR), To Reinstate Classified Position (Receptionist) as presented. The motion was unanimously approved.

**14.4b Approval is Recommended for the Adult School Unrepresented Teacher Salary Schedule**

It was moved by Ms. Goldberg and seconded by Ms. Siever that the Board approve the Adult School Unrepresented Teacher Salary Schedule as presented. The motion was unanimously approved.

**14.4c Approval is Recommended for the Classified Substitute and Classified Temporary Salary Schedule**

It was moved by Ms. Siever and seconded by Ms. Goldberg that the Board approve the Classified Substitute and Classified Temporary Salary Schedule as presented. The motion was unanimously approved.

**14.4d Approval is Recommended for the Substitute Teacher Salary Schedule**

It was moved by Ms. Goldberg and seconded by Ms. Siever that the Board approve the Substitute Teacher Salary Schedule as presented. Mr. Silbiger asked Mrs. Lockhart how we know if we are competitive with the salary. Mrs. Lockhart stated she is looking into it but the District is moving in the right direction. The motion was unanimously approved.

**15. Board Business - None**

**Adjournment**

There being no further business, it was moved by Ms. Goldberg, seconded by Ms. Siever and unanimously approved to adjourn the meeting. Board President Mr. Silbiger adjourned the meeting at 10:35 p.m.

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

\_\_\_\_\_  
Superintendent

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

\_\_\_\_\_  
Secretary

## BOARD REPORT

6/11/13

9.2

### 9.2 PURCHASE ORDERS

The attached purchase order list is 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 May 19, 2013 through June 1, 2013 is \$134,802.81.

#### BUDGET NUMBER LEGEND FOR FUNDS

01.0 general fund  
01.7 tri-city selva  
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 May 19, 2013 through June 1, 2013 in the amount of \$134,802.81 be ratified by the Board of Education.

**Moved by:**

**Seconded by:**

**Vote:**

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

Page No. 1  
Run Date: 06/01/2013  
Run Time: 04:36:37AM  
FY: 12-13  
WEEKLY

5/19/2013 To 6/1/2013

Report ID: LAPO009C  
District: 64444  
Purchase Orders/Buyouts To The Board for Ratification From :  
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	Amount	PO Amt
05/21/13	051513GF	A		05/21/2013	GARDENING WITH KIDS	INSTRUCTIONAL SUPPLIES 05/21/2013	EI Marino Language 051513GF	01.0	90127.0	11100	10000	4310	2030000	12-13	601.25	601.25
05/20/13	59440M	A		05/20/2013	PRO GROWERS, INC.	REPAIRS - OTHER 05/20/2013	Maintenance 59440M	01.0	81500.0	00000	81100	5630	0005040	12-13	1,744.00	1,744.00
05/28/13	59442M	A		05/28/2013	ALLIED BUILDING PRODUCTS CORP.	MAINTENANCE SUPP/EQUIP 05/28/2013	Maintenance 59442M	01.0	81500.0	00000	81100	4380	0005040	12-13	300.00	300.00
05/28/13	59443M	A		05/28/2013	BEE PROFESSIONALS,	PEST CONTROL 05/28/2013	Maintenance 59443M	01.0	81500.0	00000	81100	5570	0005040	12-13	225.00	225.00
05/28/13	59444M	A		05/28/2013	C. JUAREZ, INC.	REPAIRS - OTHER 05/28/2013	Maintenance 59444M	01.0	81500.0	00000	81100	5630	0005040	12-13	245.00	245.00
05/28/13	59445M	A		05/28/2013	SADDLEBACK GOLF CARS	REPAIRS - OTHER 05/28/2013	Maintenance 59445M	01.0	81500.0	00000	81100	5630	0005040	12-13	92.50	92.50
05/28/13	59446M	A		05/28/2013	JOHNSON CONTROLS	REPAIRS - OTHER 05/28/2013	Maintenance 59446M	01.0	81500.0	00000	81100	5630	0005040	12-13	8,907.98	8,907.98
05/30/13	59451M	A		05/30/2013	FAST DEER BUS CHARTER, INC.	TRANSPORTATION SUPP/EQUIP/SERV 05/30/2013	Operations 59451M	01.0	00000.0	00000	36000	5871	0005041	12-13	1,060.33	1,060.33
05/30/13	59452M	A		05/30/2013	FAST DEER BUS CHARTER, INC.	TRANSPORTATION SUPP/EQUIP/SERV 05/30/2013	Operations 59452M	01.0	00000.0	00000	36000	5871	0005041	12-13	2,314.62	2,314.62
05/20/13	60551	A		05/20/2013	USRA HAMEED	CONTRACTED SERVICES	Culver City Middle School	01.0	00000.0	16002	10000	2170	3010000	12-13	1,232.00	1,232.00

\* Prior Year Payments

Stat: P=Pending, A=Active, C=Completed, X=Canceled

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

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**WEEKLY**

5/19/2013 To 6/1/2013

Report ID: LAP0009C  
District: 64444

Purchase Orders/Buyouts To The Board for Ratification From :  
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
05/28/13	60552	A		05/28/2013	YOUNG STORYTELLERS	CONTRACTED SERVICES	60551	USRA HAMEED	01.0	90127.0	11100	10000	5850	0000000	12-13	5,000.00	
05/28/2013						UNDISTRIBUTED CCEF											
05/28/2013						YOUNG STORYTELLERS FOUNDATION	60552									5,000.00	
05/30/13	60716	A		05/30/2013	BAUDVILLE, INC.	AWARDS/CERTIFICAT ES	60716	BAUDVILLE, INC.	01.0	00000.0	00000	74000	4350	0003000	12-13	1,242.29	
05/30/2013						HUMAN RESOURCES											
05/20/13	60719	A		05/20/2013	JEFF STEVENS, PIANO TECHNICIAN	REPAIRS - OTHER	60719	JEFF STEVENS, PIANO TECHNICIAN	01.0	90126.0	11100	10000	5630	4010000	12-13	635.00	
05/20/2013						CULVER CITY HIGH SCHOOL											
05/20/13	60720	A		05/20/2013	BIG RED PRINT SOLUTIONS	INSTRUCTIONAL SUPPLIES	60720	BIG RED PRINT SOLUTIONS	01.0	07395.0	11100	10000	4310	4010000	12-13	4,999.55	
05/20/2013						CULVER CITY HIGH SCHOOL											
05/21/13	60725	A		05/21/2013	WARD'S NATURAL SCIENCE	INSTRUCTIONAL SUPPLIES	60725	WARD'S NATURAL SCIENCE ESTABLISHMENT LLC	01.0	07395.0	11100	10000	4310	4010000	12-13	486.26	
05/21/2013						CULVER CITY HIGH SCHOOL											
05/20/13	60727	C		05/20/2013	UCLA CENTER X	CONFERENCE AND TRAVEL	60727	UCLA CENTER X	01.0	07395.0	11100	10000	5220	4010000	12-13	190.00	
05/20/2013						CULVER CITY HIGH SCHOOL											
05/22/13	60741	A		05/22/2013	AMAZON.COM	INSTRUCTIONAL SUPPLIES	60741	AMAZON.COM	01.0	58100.0	11100	10000	4310	0004030	12-13	368.01	
05/22/2013						SPECIAL PROJECTS											
05/20/13	60742	A		05/20/2013	AMAZON.COM	INSTRUCTIONAL SUPPLIES	60742	AMAZON.COM	01.0	00000.0	11100	10000	4310	3010000	12-13	195.98	
05/20/2013						CULVER CITY MIDDLE SCHOOL											
05/20/2013						AMAZON.COM											
05/20/13	60743	A		05/20/2013	TROXELL COMMUNICATIONS	OFFICE SUPPLIES			01.0	00000.0	11100	10000	4310	3010001	12-13	129.71	
05/20/2013						CULVER CITY MIDDLE SCHOOL											

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Board List Purchase Order Report  
 CULVER CITY UNIFIED SD  
 5/19/2013 To 6/1/2013

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Change	Description	Dept/Site	Fund	Res.Pj	Goal	Funct	Obj	Sch/Loc	BP	Distrib	Amount	PO Amt
05/20/13	60744	A	05/20/2013	05/20/2013	SOLUTION TREE, LLC		CONTRACTED SERVICES	Superintendent's Office	01.0	00000.0	00000	00000	5810	0001000	12-13		25,300.00	
05/20/2013								60744		SOLUTION TREE, LLC							25,300.00	
05/28/13	60745	A	05/28/2013	05/28/2013	LOS ANGELES PHILHARMONIC		FIELD TRIPS	Office of Child Development	12.0	50250.0	85000	10000	5816	0000002	12-13		492.00	
05/28/2013								60745		LOS ANGELES PHILHARMONIC ASSOCIATION							492.00	
05/20/13	60746	A	05/21/2013	05/21/2013	REDWOOD PRESS		OFFICE SUPPLIES	Warehouse	01.0	00000.0	00000	00000	9320	0005031	12-13		1,742.15	
05/20/2013								60746		REDWOOD PRESS							1,742.15	
05/20/13	60747	C	05/20/2013	05/20/2013	LOS ANGELES SOUTHWEST		CONTRACTED SERVICES	Undistributed GENL ADMIN	01.0	00000.0	00000	00000	5890	0000000	12-13		9,508.00	
05/20/2013								60747		LOS ANGELES SOUTHWEST COLLEGE							9,508.00	
05/20/13	60749	A	05/20/2013	05/20/2013	LUNCH		FOOD PRODUCTS	Superintendent's Office	01.0	00000.0	00000	37000	4710	0001000	12-13		954.22	
05/20/2013								60749		LUNCH							954.22	
05/21/13	60750	A	05/21/2013	05/21/2013	RENAISSANCE LEARNING, INC.		INSTRUCTIONAL SUPPLIES	Adult School	11.0	06390.0	41100	10000	4410	0000010	12-13		65.81	
05/21/2013								60750		RENAISSANCE LEARNING, INC.							65.81	
05/21/13	60751	A	05/21/2013	05/21/2013	CFP STUDIO		PHOTOGRAPHERS	Superintendent's Office	01.0	00000.0	00000	71000	4350	0001000	12-13		87.20	
05/21/2013								60751		CFP STUDIO							87.20	
05/21/13	60752	C	05/21/2013	05/21/2013	MURRAY & ROBYN ZELMANOVITZ		CONTRACT SERVICES RENDERED	Special Education	01.0	33100.0	57500	39000	5890	0004040	12-13		1,281.58	
05/21/2013								60752		MURRAY & ROBYN ZELMANOVITZ							1,281.58	
05/28/13	60753	A	05/28/2013	05/28/2013	SHELLY WOLFBERG		CONTRACT SERVICES RENDERED	Special Education	01.0	33100.0	57500	39000	5890	0004040	12-13		650.53	
05/28/2013																	650.53	

Stat: P=Pending, A=Active, C=Completed, X=Canceled  
 \* Prior Year Payments



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

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Report ID: LAPO009C  
 District: 64444  
 Purchase Orders/Buyouts To The Board for Ratification From : 5/19/2013 To 6/1/2013  
 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
05/28/2013					SHELLY WOLFBERG		60753									650.53	
05/22/13	60754	A		05/22/2013	REMEDIA PUBLICATIONS	INSTRUCTIONAL SUPPLIES	Culver City Middle School 60754	01.0	65000.0	57500	21000	4310	3010000	12-13		210.74	
05/22/2013					REMEDIA PUBLICATIONS		60754									210.74	
05/22/13	60755	A		05/22/2013	PROED	INSTRUCTIONAL SUPPLIES	Culver City High School 60755	01.0	65200.0	57700	21000	4320	4010000	12-13		1,847.57	
05/22/2013					PROED		60755									1,847.57	
05/22/13	60756	A		05/22/2013	N2Y	SUBSCRIPTIONS	Culver City High School 60756	01.0	65200.0	57700	21000	4320	4010000	12-13		1,857.36	
05/22/2013					N2Y		60756									1,857.36	
05/22/13	60757	A		05/22/2013	OFFICE DEPOT	INSTRUCTIONAL SUPPLIES	Special Education 60757	01.0	65000.0	57700	11100	4310	0004040	12-13		600.00	
05/22/2013					OFFICE DEPOT		60757									600.00	
05/22/13	60758	C		05/22/2013	FOREST HEIGHTS LODGE	CONTRACT SERVICES RENDERED	Special Education 60758	01.0	65000.0	57700	31500	5890	0004040	12-13		300.00	
05/22/2013					FOREST HEIGHTS LODGE		60758									300.00	
05/22/13	60759	A		05/22/2013	CAROL ATKINS	CONTRACT SERVICES RENDERED	Special Education 60759	01.0	65000.0	57700	31500	5890	0004040	12-13		277.50	
05/22/2013					CAROL ATKINS		60759									277.50	
05/22/13	60760	A		05/22/2013	COMMITTEE FOR CHILDREN	INSTRUCTIONAL SUPPLIES	Special Education 60760	01.0	33110.0	71500	31140	4310	0004040	12-13		391.31	
05/22/2013					COMMITTEE FOR CHILDREN		60760									391.31	
05/22/13	60761	A		05/22/2013	SPORT SUPPLY GROUP, INC	INSTRUCTIONAL SUPPLIES	El Marino Language 60761	01.0	07395.0	11100	10000	4310	2030000	12-13		98.85	
05/22/2013					SPORT SUPPLY GROUP, INC		60761									98.85	
05/22/13	60762	C		05/22/2013	CITY OF CULVER CITY	CONTRACTED SERVICES	La Ballona	01.0	00000.0	00000	83000	5890	2060001	12-13		120.00	

Stat: P=Pending, A=Active, C=Completed, X=Canceled

\* Prior Year Payments

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

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**WEEKLY**

**5/19/2013 To 6/1/2013**

Report ID: **LAPO009C**  
District: **64444**

Purchase Orders/Buyouts To The Board for Ratification From :  
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	Amount	PO Amt
05/22/2013					CITY OF CULVER CITY		60762								120.00	
05/28/13	60763	A		05/28/2013	JIM'S MUSICAL INSTRUMENT	REPAIRS - OTHER	Educational Services 60763	01.0	90126.0	11100	10000	5630	0004000	12-13	900.00	
05/28/2013					JIM'S MUSICAL INSTRUMENT REPAIR, INC.		60763								900.00	
05/22/13	60764	A		05/22/2013	VELAZQUEZ PRESS	INSTRUCTIONAL SUPPLIES	Special Projects 60764	01.0	42030.0	00000	21000	4310	0004030	12-13	66.55	
05/22/2013					VELAZQUEZ PRESS		60764								66.55	
05/23/13	60765	A		05/24/2013	EAST WHITTIER CITY SCHOOL DISTRICT	CONFERENCE AND TRAVEL	Linwood Howe Elementary 60765	01.0	42030.0	00000	21000	5220	2020000	12-13	1,070.00	
05/23/2013					EAST WHITTIER CITY SCHOOL DISTRICT		60765								1,070.00	
05/28/13	60766	A		05/28/2013	GALE SUPPLY COMPANY	JANITORIAL SUPP/EQUIP	Culver Park 60766	01.0	00000.0	32000	10000	4370	5010001	12-13	97.83	
05/28/2013					GALE SUPPLY COMPANY		60766								97.83	
05/28/13	60767	A		05/28/2013	SCHOLASTIC CLASSROOM	SUBSCRIPTIONS	Special Projects 60767	01.0	70910.0	00000	27000	5710	0004030	12-13	391.12	
05/28/2013					SCHOLASTIC CLASSROOM MAGAZINES		60767								391.12	
05/29/13	60768	X	1	05/31/2013	UNIVERSITY SQUARE HOTEL	HOTELS	Culver City High School 60768	01.0	00000.0	15000	27000	5220	4010000	12-13	864.83	
05/29/2013					UNIVERSITY SQUARE HOTEL		60768								864.83	
05/29/13	60769	A		05/29/2013	PEARSON CLINICAL ASSESSMENTS	TEST/TEST MATERIALS	Undistributed SELPA 60769	01.7	33270.0	50010	31400	4312	0000000	12-13	1,742.15	
05/29/2013					PEARSON CLINICAL ASSESSMENTS		60769								1,742.15	
05/29/13	60770	A		05/29/2013	RIVERSIDE PUBLISHING CO.	TEST/TEST MATERIALS	Undistributed SELPA 60770	01.7	33270.0	50010	31400	4312	0000000	12-13	902.21	
05/29/2013					RIVERSIDE PUBLISHING CO.		60770								902.21	
05/29/13	60771	A		05/29/2013	WPS	TEST/TEST MATERIALS	Undistributed SELPA 60771	01.7	33270.0	50010	31400	4312	0000000	12-13	578.70	
05/29/2013					WPS		60771								578.70	

\* Prior Year Payments

Stat: P=Pending, A=Active, C=Completed, X=Canceled

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

5/19/2013 To 6/1/2013

Report ID: LAPO009C  
District: 64444

Purchase Orders/Buyouts To The Board for Ratification From :  
Purchase Orders/Buyouts in Excess of \$1.00 To Be Ratified

PO Date	PO #	Stat	Ord#	Date	Vendor Name	Description	Dept/Site	Fund	Res.Prij	Goal	Funct	Obj	Schl/Loc	BP	Amount	PO Amt
05/29/2013					WPS		60771								578.70	
05/29/13	60772	A		05/29/2013	ORIENTAL TRADING CO., INC.	GRADUATION SUPPLIES	Culver Park	01.0	00000.0	32000	10000	4310	5010001	12-13	71.64	
05/29/2013					ORIENTAL TRADING CO., INC.		60772								71.64	
05/29/13	60773	A		05/29/2013	WALT DISNEY STUDIOS MOTION	FIELD TRIPS	Office of Child Development	12.0	50250.0	85000	10000	5816	0000002	12-13	1,080.00	
05/29/2013					WALT DISNEY STUDIOS MOTION PICTURES		60773								1,080.00	
05/29/13	60774	A		05/29/2013	CDW-G	COMPUTER SUPP/EQUIP	El Marino Language	01.0	00000.0	16003	10000	4410	2030000	12-13	589.73	
05/29/2013					CDW-G		60774								589.73	
05/30/13	60775	A		05/30/2013	S.T.A.R. INC.	CONTRACTED SERVICES	La Ballona Elementary	01.0	60100.0	11100	27000	5810	2060000	12-13	46,016.40	
05/30/2013					S.T.A.R. INC.		60775								46,016.40	
05/31/13	60777	A		05/31/2013	CSF BALFOUR	GRADUATION SUPPLIES	High School	01.0	00000.0	00000	27000	4350	4010001	12-13	3,584.35	
05/31/2013					CSF BALFOUR		60777								3,584.35	
05/30/13	ERS CSC13	A		05/30/2013	CALIFORNIA SCIENCE CENTER	FIELD TRIPS	El Rincon Elementary	01.0	90127.0	11100	10000	5816	2040000	12-13	1,093.00	
05/30/2013					CALIFORNIA SCIENCE CENTER		ERS CSC13								1,093.00	

Total by District : 64444      134,802.81

End of Report LAPO009C

**NONPUBLIC SCHOOLS:**  
**APPROVED YTD: \$4,110,859.49**

Stat: P=Pending, A=Active, C=Completed, X=Canceled

\* Prior Year Payments

## BOARD REPORT

6/11/13

9.3

### 9.3 Approval is Recommended for Acceptance of Gifts – Donations

Board Policy 3290 states the Governing Board may accept any bequest or gift of money or property on behalf of the District that is consistent with the District's vision and philosophy. All gifts, grants, and bequests become District property. The following items have been donated for use in the District:

<u>Location</u>	<u>Donor/Item(s) Donated</u>
CCUSD I.T. Dept.	Fred Frankel Mac Computer Monitor
Office of Child Development	Lourdes Delgado 24 glass plates with stands, and Canopy for Quiet Area
	Irma Ventura 4 pack of rice flour for play dough, and \$20 for classroom supplies
	Mary Garcia 2 reams of copy paper, and \$20 for classroom supplies
	Fady and Shereen Hermina 5 boxes of rice flour for play dough, and \$20 for classroom supplies
	Maria Martinez Health supplies, and \$20 for classroom supplies
	Billy and Margot Malin \$20 for classroom supplies
	Isabel Martinez Health supplies, and shoe rack
	James Apo 3 bottles of food coloring, and 2 printer ink cartridges
Lisa Castillo 3 reams of copy paper	

RECOMMENDED MOTION: That the Board accept with appreciation the gifts listed.

Moved by:

Seconded by:

Vote:

**BOARD REPORT**

**9.4      Financial Implication for Certificated Services Report No. 16**

Total Fiscal Impact per Funding Source:

Booster Club – Football	\$	600.00
General Fund	\$	7,875.00
Kids Summer Program – Adult School	\$	134,211.04
Office of Child Development	\$	11,744.00
Panther Partners	\$	52.50
Remedial Summer School	\$	86,919.64

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No. 16**

**I. Authorization and Ratification of Employment**

**A. Substitute Teacher – District Office**

Effective June 3, 2013 at \$125 per day, on-call when needed; \$160 on 21<sup>st</sup> day  
Funding Source: General Fund

1. Andersen, Krista
2. Witt, Zachary

**B. Summer School Teachers – High School**

Effective June 25, 2013 through August 1, 2013 at current hourly rate based on per diem, not to exceed 5.5 hours per day, 4 days per week, 24 total work days  
Funding Source: Remedial Summer School  
Total Cost: \$58,850.88

- |    |                   |                   |                  |
|----|-------------------|-------------------|------------------|
| 1. | Beckendorf, Wendy | English 11        | \$61.13 per hour |
| 2. | Carter, Daniel    | Geometry          | \$57.25 per hour |
| 3. | Fontijn, Mariah   | Algebra 1B        | \$66.24 per hour |
| 4. | Grossman, Allen   | Algebra 1A        | \$74.55 per hour |
| 5. | Long, Raymond     | World History     | \$53.40 per hour |
| 6. | Sanderson, Judith | Science – Biology | \$74.55 per hour |
| 7. | Yen, Joan         | Algebra 2         | \$58.72 per hour |

**C. Summer School Teachers – High School**

Effective June 25, 2013 through July 11, 2013 at current hourly rate based on per diem, not to exceed 5.5 hours per day, 4 days per week, 12 total work days  
Funding Source: Remedial Summer School  
Total Cost: \$16,340.94

- |    |                    |                |                  |
|----|--------------------|----------------|------------------|
| 1. | De Armond, Melanie | Bridge Program | \$60.07 per hour |
| 2. | Nolan, Kelly       | English 9      | \$63.59 per hour |
| 3. | Plotnik, Lucas     | Global Issues  | \$49.38 per hour |
| 4. | Pollman, Steven    | English 10     | \$74.55 per hour |

**D. Summer School Teachers – High School**

Effective July 15, 2013 through August 1, 2013 at current hourly rate based on per diem, not to exceed 5.5 hours per day, 4 days per week, 12 total work days  
Funding Source: Remedial Summer School  
Total Cost: \$11,237.82

- |    |                           |            |                  |
|----|---------------------------|------------|------------------|
| 1. | Novick, Jill              | English 10 | \$43.48 per hour |
| 2. | Schulte, Penny            | English 9  | \$70.39 per hour |
| 3. | Cotton-Yarbrough, Phyllis | Health     | \$56.40 per hour |

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No 16 – Page 2**

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

E. Extra Assignment – Elementary Sites, Math Topics Tests Committee  
 Effective May 29, 2013 through June 30, 2013 at \$35.00 per hour, not to exceed  
 5 hours per teacher  
 Funding Source: General Fund  
 Total Cost: \$1,400.00

- |    |                  |            |    |                     |           |
|----|------------------|------------|----|---------------------|-----------|
| 1. | Arancibia, Debra | La Ballona | 5. | Kendrick, Marshanne | El Rincon |
| 2. | Di Franco, Diane | El Rincon  | 6. | Rezac, Tiana        | El Rincon |
| 3. | Haro, Ana        | El Marino  | 7. | Rodriguez, Maria    | El Marino |
| 4. | Johnson, Robyn   | Farragut   | 8. | TBD                 |           |

F. Extra Assignment – Elementary Sites, Math Topics Tests Committee  
 Effective July 1, 2013 through August 20, 2013 at \$35.00 per hour, not to exceed  
 20 hours per teacher  
 Funding Source: General Fund  
 Total Cost: \$5600.00

- |    |                  |            |    |                     |           |
|----|------------------|------------|----|---------------------|-----------|
| 1. | Arancibia, Debra | La Ballona | 5. | Kendrick, Marshanne | El Rincon |
| 2. | Di Franco, Diane | El Rincon  | 6. | Rezac, Tiana        | El Rincon |
| 3. | Haro, Ana        | El Marino  | 7. | Rodriguez, Maria    | El Marino |
| 4. | Johnson, Robyn   | Farragut   | 8. | TBD                 |           |

G. Extra Assignment – Elementary Sites, Report Card Committee  
 Effective May 29, 2013 through June 30, 2013 at \$35.00 per hour, not to exceed  
 5 hours per teacher  
 Funding Source: General Fund  
 Total Cost: \$875.00

- |    |                  |            |    |                  |           |
|----|------------------|------------|----|------------------|-----------|
| 1. | Arenas, Araceli  | Linwood    | 4. | Lammers, Melissa | El Rincon |
| 2. | Chinelli, Vivian | Linwood    | 5. | Schaffer, Doris  | Farragut  |
| 3. | Jensen, Sara     | La Ballona |    |                  |           |

H. Extra Assignment – Middle School, Robotics After School Program  
 Effective June 17, 2013 at \$35.00 per hour, not to exceed 1.5 hours  
 Funding Source: Panther Partners  
 Total Cost: \$52.50

1. Grime, Daniel

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No 16 – Page 3**

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

I. Extra Assignment – High School, Spanish Textbook Selection Committee  
Effective May 29, 2013 at \$35.00 per hour, not to exceed 3 hours per teacher  
Funding Source: General Fund  
Total Cost: \$525.00

- |                       |                    |
|-----------------------|--------------------|
| 1. De Armond, Melanie | 4. Rodriguez, Luis |
| 2. Diaz, Carina       | 5. Sullivan, Bryan |
| 3. Ensley, Robyn      |                    |

J. Extra Assignment – High School, Spring Football  
Effective April 14, 2013 through May 30, 2013 at \$600.00 stipend  
Funding Source: Booster Club – Football  
Total Cost: \$600.00

1. Wright, Jahmal

K. Extra Assignment – High School, Summer School Planning Meeting  
Effective June 13, 2013 at \$35.00 per hour, not to exceed 1 hour per teacher  
Funding Source: Remedial Summer School  
Total Cost: \$490.00

- |                              |                       |
|------------------------------|-----------------------|
| 1. Beckendorf, Wendy         | 8. Nolan, Kelly       |
| 2. Carter, Daniel            | 9. Novick, Jill       |
| 3. Cotton-Yarbrough, Phyllis | 10. Plotnik, Lucas    |
| 4. De Armond, Melanie        | 11. Pollman, Steven   |
| 5. Fontijn, Mariah           | 12. Sanderson, Judith |
| 6. Grossman, Allen           | 13. Schulte, Penny    |
| 7. Long, Raymond             | 14. Yen, Joan         |

L. Extra Assignment – Adult School, Kids' Summer Program Teachers' Collaboration  
Effective June 27, 2013 at \$39.92 per hour, not to exceed 3 hours per teacher  
Funding Source: Kids Summer Program  
Total Cost: \$3,473.04

- |                         |                       |                          |
|-------------------------|-----------------------|--------------------------|
| 1. Abrams, Jonathan     | 9. Hawkins, Mark      | 17. Omuro, Mitsuko       |
| 2. Bell, Monica         | 10. Hernandez, Jose   | 18. Padilla, Marisela    |
| 3. Capillo, Briana      | 11. Kurnarsky, Larry  | 19. Paul, Cristina       |
| 4. Covarrubias, Johanna | 12. Lopez, Javier     | 20. Pryharski, Cristina  |
| 5. Ezaki, Satomi        | 13. Masterson, Katie  | 21. Rezac, Tiana         |
| 6. Gray, Jan            | 14. McMillan, Wade    | 22. Rodriguez, Maria     |
| 7. Gualtieri, Natalie   | 15. Mendez-Tobar, Ana | 23. Scott, Maren-Celeste |
| 8. Hanks, Doyle         | 16. Morris, Ruth      | 24. Sikorski, Patricia   |



**BOARD REPORT**

**9.4 Certificated Personnel Services Report No 16 – Page 4**

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

**L. Extra Assignment – Adult School, Kids’ Summer Program Collaboration- Continued**

- 25. Vandever, Emily
- 26. Velasco, Margarita
- 27. Vielman, Monica
- 28. Washington, Joseph
- 29. White, Marcos

**M. Extra Assignment – Adult School, Kids’ Summer Program**

Effective July 1, 2013 through August 2, 2013 at \$39.92 per hour, not to exceed stated hours per week

Funding Source: Kids Summer Program

Total Cost: \$130,738.00

1. Abrams, Jonathan	15 hours	16. Morris, Ruth	30 hours
2. Bell, Monica	15 hours	17. Omuro, Mitsuko	15 hours
3. Capillo, Briana	15 hours	18. Padilla, Marisela	15 hours
4. Covarrubias, Johanna	30 hours	19. Paul, Cristina	15 hours
5. Ezaki, Satomi	15 hours	20. Pryharski, Cristina	30 hours
6. Gray, Jan	15 hours	21. Rezac, Tiana	15 hours
7. Gualtieri, Natalie	15 hours	22. Rodriguez, Maria	15 hours
8. Hanks, Doyle	15 hours	23. Scott, Maren-Celeste	30 hours
9. Hawkins, Mark	30 hours	24. Sikorski, Patricia	15 hours
10. Hernandez, Jose	40 hours	25. Vandever, Emily	30 hours
11. Kurnarsky, Larry	30 hours	26. Velasco, Margarita	30 hours
12. Lopez, Javier	30 hours	27. Vielman, Monica	15 hours
13. Masterson, Katie	15 hours	28. Washington, Joseph	30 hours
14. McMillan, Wade	30 hours	29. White, Marcos	30 hours
15. Mendez-Tobar, Ana	30 hours		

**N. Extra Assignment – Office of Child Development, Assist Pre-School During Summer**

Effective June 24, 2013 through August 23, 2013 at current hourly rate of pay, not to exceed 100 hours per teacher

Funding Source: Office of Child Development

Total Cost: \$11,744.00

1. Aqueveque, Rosa	\$22.86 per hour
2. Frederick, Georgia	\$21.96 per hour
3. Gallagher, Carol	\$22.86 per hour
4. Langston, Marie	\$21.96 per hour
5. Lyall, Christine	\$27.80 per hour

**BOARD REPORT**

**9.4 Certificated Personnel Services Report No 16 – Page 5**

**II. Early Retirement/Reduced Workload**

- |    |                                  |  |
|----|----------------------------------|--|
| 1. | Corwin, Deborah<br>Middle School | From: 100% Assignment<br>To: 80% Assignment<br>Effective August 21, 2013 through June 13, 2014 |
|----|----------------------------------|--|

**III. Leaves**

- |    |   |  |
|----|---|--|
| 1. | Hegarty, Shannon<br>Specialized Academic Instructor (RSP) | Part-Time Leave of Absence Without Pay<br>From: 100% Assignment<br>To: 80% Assignment<br>Effective August 21, 2013 through June 13, 2014 |
|----|---|--|

RECOMMENDED MOTION: That approval be granted for Certificated Personnel Services Report No. 16

Moved by:

Seconded by:

Vote:

BOARD REPORT

9.5 Financial Impact for Classified Personnel Services Report No. 16

Total Funding Fiscal Impact:

EIA Total:	\$11,961.38
General Fund Total:	\$88,082.41
	\$20.36 per hour, as needed
	\$9.25 per hour, as needed
	\$8.00 per hour, as needed

BOARD REPORT

9.5 Classified Personnel Services Report No. 16

I. Authorization, Approval & Ratification of Employment

A. Clerical & Fiscal

1. Soto, Mildred  
Substitute Clerk Typist  
District Office – Pupil Personnel Services  
Facilitate K-12 Enrollment  
Funding Source: General Fund  
Effective April 24, 2013 through June 28, 2013  
Hourly, as needed – \$20.36 per hour
2. Edwards, Tasha  
Summer School Secretary  
High School – Extra Assignment –  
Planning Meeting – Not to exceed 1 hour  
Funding Source: General Fund – Remedial  
Summer School CCHS  
Effective June 13, 2013  
Range 21 – \$20.36 per hour  
Total Cost: \$20.36
3. Bosc, Linda  
Library Media Clerk I  
El Marino – Extra Assignment  
Not to exceed 35 hours  
Funding Source: General Fund – Library  
Effective August 19, 2013 through  
August 23, 2013  
Range 17 – \$18.52 per hour  
Total Cost: \$648.20
4. Lever, Shauntell  
Library Media Clerk I  
El Rincon – Extra Assignment  
Not to exceed 35 hours  
Funding Source: General Fund – Library  
Effective August 19, 2013 through  
August 23, 2013  
Range 17 – \$15.96 per hour  
Total Cost: \$558.60
5. Marquez, Maggie  
Library Media Clerk I  
Farragut – Extra Assignment  
Not to exceed 35 hours  
Funding Source: General Fund – Library  
Effective August 19, 2013 through  
August 23, 2013  
Range 17 – \$18.52 per hour  
Total Cost: \$648.20

BOARD REPORT

9.5 Classified Personnel Services Report No. 16 – Page 2

I. Authorization, Approval & Ratification of Employment – continued

A. Clerical & Fiscal – continued

6. Smith, Stella  
Library Media Clerk I  
La Ballona – Extra Assignment  
Not to exceed 35 hours  
Funding Source: General Fund – Library  
Effective August 19, 2013 through  
August 23, 2013  
Range 17 – \$18.52 per hour  
Total Cost: \$648.20
  
7. Ysaguirre, Ann Marie  
Library Media Clerk I  
Lin Howe – Extra Assignment  
Not to exceed 35 hours  
Funding Source: General Fund – Library  
Effective August 19, 2013 through  
August 23, 2013  
Range 17 – \$18.52 per hour  
Total Cost: \$648.20
  
8. Goodwin, Gary  
Instructional Materials Clerk  
Secondary IMC – Extra Assignment  
Not to exceed 8 hours per day  
Funding Source: General Fund – Library  
Effective July 1, 2013 through July 31, 2013  
Range 20 – \$19.99 per hour  
Total Cost: \$3,518.24
  
9. Mercado, Ana  
Instructional Materials Clerk  
Secondary IMC – Extra Assignment  
Not to exceed 8 hours per day  
Funding Source: General Fund – Library  
Effective July 1, 2013 through July 31, 2013  
Range 20 – \$17.22 per hour  
Total Cost: \$3,030.72
  
10. Tanimura, Susan  
Instructional Materials Clerk  
Secondary IMC – Extra Assignment  
Not to exceed 8 hours per day  
Funding Source: General Fund – Library  
Effective July 1, 2013 through July 31, 2013  
Range 20 – \$19.99 per hour  
Total Cost: \$3,518.24

BOARD REPORT

9.5 Classified Personnel Services Report No. 16 – Page 3

I. Authorization, Approval & Ratification of Employment – continued

B. Instructional Assistants

1. Mason, Melania  
Instructional Assistant – Special Education IIA  
El Rincon – 6 hours per day, school year  
Funding Source: General Fund – Special Ed  
Effective June 10, 2013  
Range 16 – \$15.49 per hour  
Total Cost: \$18,402.12
2. Jackson, Vickie  
Instructional Assistant – Special Education IIA  
Child Development  
3.5 hours per day, school year  
Funding Source: General Fund – Special Ed  
Effective June 10, 2013  
Range 16 – \$15.49 per hour  
Total Cost: \$10,734.57
3. Van Loo, Mary  
School Technology Technician  
High School – Extra Assignment  
Not to exceed 40 hours  
Funding Source: General Fund  
Effective June 25, 2013 through  
August 1, 2013  
Range 21 – \$20.36 per hour  
Total Cost: \$814.40

C. Noon Duty Supervisors

1. Mallya, Sarita  
Temporary Noon Duty Supervisor  
Farragut  
Funding Source: General Fund  
Effective June 6, 2013 through  
June 21, 2013  
Hourly, as needed – \$9.25 per hour
2. Warner, Jim  
Temporary Noon Duty Supervisor  
Farragut  
Funding Source: General Fund  
Effective June 6, 2013 through  
June 21, 2013  
Hourly, as needed – \$9.25 per hour

BOARD REPORT

9.5 Classified Personnel Services Report No. 16 – Page 4

I. Authorization, Approval & Ratification of Employment – continued

C. Noon Duty Supervisors – continued

3. Sharma, Shaweta Temporary Noon Duty Supervisor  
La Ballona  
Funding Source: General Fund  
Effective June 6, 2013 through  
June 21, 2013  
Hourly, as needed – \$9.25 per hour

D. Student Helpers

1. Marasco, Antonio Student Helper – Workability  
Location outside of district  
Funding Source: General Fund – Special Ed  
Effective May 8, 2013  
Hourly, as needed – \$8.00 per hour

II. Authorization, Approval & Ratification of Change of Assignments

1. Flores, Asusena From: Secretary II  
To: Secretary II/Bilingual  
High School  
8 hours per day, 11 months per year  
Funding Source: General Fund  
Effective June 1, 2013  
Range 22 – \$3,741.03 per month  
Total Cost: \$44,892.36
2. Marceal, Maria Promotion via Classified Interview:  
From: Substitute Instructional Assistant  
To: Instructional Assistant – Bilingual  
3.9 hours per day, school year  
Farragut  
Funding Source: EIA  
Effective August 21, 2013  
Range 16 – \$15.49 per hour  
Total Cost: \$11,961.38

BOARD REPORT

9.5 Classified Personnel Services Report No. 16 – Page 5

III. Authorization, Approval & Ratification of Resignations

1. Cueva, Maria  
Instructional Assistant – Child Development  
Child Development  
8 hours per day, 12 months per year  
Retirement  
Funding Source: Child Development  
Effective August 16, 2013  
Range 11 – \$2765.22 per month
  
2. Aston, Joanna  
Instructional Assistant – Special Education  
High School  
5 hours per day, school year  
Retirement  
Funding Source: General Fund  
Effective June 22, 2013  
Range 14 – \$17.22 per hour
  
3. Howell, Marja-Liisa  
Instructional Assistant – Special Education  
High School  
3.9 hours per day, school year  
Retirement  
Funding Source: General Fund  
Effective June 30, 2013  
Range 14 – \$17.22 per hour

RECOMMENDED MOTION: That approval be granted for Classified Personnel Services Report No. 16

Moved by:

Seconded by:

Vote:





**2013-14 Application for Funding**

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/11/2013
---	------------

**District English Learner Advisory Committee (DELAC) Review**

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Kelly Lytle Hernandez
DELAC review date	05/20/2013
Meeting minutes web address	<a href="http://www.ccusd.org/apps/pages/index.jsp?uREC_ID=42357&amp;type=d&amp;pREC_ID=388575">http://www.ccusd.org/apps/pages/index.jsp?uREC_ID=42357&amp;type=d&amp;pREC_ID=388575</a>
Please enter the web address of DELAC review meeting minutes. If a web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment	
If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	

**Application for Categorical Programs**

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

<b>Economic Impact Aid</b> EC 54000 SACS 7090, 7091 By applying for Economic Impact Aid funds the LEA is agreeing to comply with the assurances posted at <a href="http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp">http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp</a> .	Yes
<b>Title I Part A (Basic Grant)</b> ESEA Sec. 1111 et seq. SACS 3010	Yes
<b>Title I Part D (Delinquent)</b> ESEA Sec. 1401 SACS 3025	No

2013-14 Application for Funding

CDE Program Contact:

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

<b>Title II Part A (Teacher Quality)</b> ESEA Sec. 2101 SACS 4035	Yes
<b>Title III Part A LEP</b> ESEA Sec. 3102 SACS 4203	Yes

**2013-14 Title III, Part A LEP Proposed Obligations**

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838  
 Geoffrey Ndirangu, Language Policy & Leadership Office, [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov), 916-323-5831

**Required and Authorized LEP Sub-grantee Activities**

**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

**Authorized**

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

<b>Proposed entitlement:</b>	<b>\$70,177</b>
<b>Object Code - Activity</b>	
1000-1999 Proposed certificated personnel salaries	\$10,000
2000-2999 Proposed classified personnel salaries	\$5,000
3000-3999 Proposed employee benefits	\$3,777
4000-4999 Proposed books and supplies	\$27,000
5000-5999 Proposed services and other operating expenditures	\$23,000
Proposed administrative and indirect costs	\$1,400
<b>Total proposed obligations</b>	<b>\$70,177</b>

**2013-14 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp>.

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640



**LEA Plan**

An LEA that receives Title III funds or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan.

State Board of Education approval date	7/11/2003
LEA Plan Web Site	<a href="http://www.ccusd.org">www.ccusd.org</a>

**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	 David LaRose
Authorized Representative's Title	Superintendent
Authorized Representative Signature Date	 05/20/2013

2013-14 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

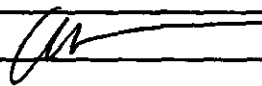
CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, [frozic@cde.ca.gov](mailto:frozic@cde.ca.gov), 916-319-0269  
Mary Payne, District Improvement Office, [MPayne@cde.ca.gov](mailto:MPayne@cde.ca.gov), 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	David LaRose
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	 05/20/2013
Comment	
If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

**BOARD REPORT**

6/11/13

9.7

9.7 **Approval is Recommended for the Carl D. Perkins Career and Technical Education Grant for 2013-2014**

State and Federal regulations require Board approval of the annual submission of the Carl D. Perkins Grant application. The funds received are used to provide effective vocational education, integrate academic and occupational competencies and provide full and equitable participation in such programs for special populations.

RECOMMENDED MOTION:            That the Board approves the Carl D. Perkins Career and Technical Education Grant application for 2013-2014.

Moved by:

Seconded by:

Vote:

California Department of Education (<http://www3.cde.ca.gov/pgms/prt.aspx>)

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## Perkins Grant Management System (PGMS)

### LEA Profile

<b>Allocation Amount</b>	\$22,473.00 (\$603.00) Under budget
<b>Budgeted Amount</b>	\$21,870.00
<b>Maximum Indirect Allowable</b>	\$1,070.00
<b>Application Due Date</b>	Tuesday, June 04, 2013 12:00 AM
<b>Application Status</b>	Submitted For Review on 5/22/2013 10:35:38 AM
<b>Signed GAN Received by CDE</b>	Not Received

### Local Education Agency (LEA) information

#### LEA Contact Information

**LEA Name:**

Culver City Unified (131 - Secondary)

**CDS Code:** 19-64444-0000000

**Address:** 4034 Irving Pl.  
Culver City, CA 90232-2810

**Phone:** (310) 842-4220

**Fax:**

**E-mail:** davidlarose@ccusd.org

#### Superintendent

**Name:** David LaRose

### Perkins Coordinator Information

#### Perkins Coordinator

**Name:** Kevin Kronfeld

**Title:** Coordinator

**Phone:** 310-842-4220

**Extension:** 4239

**Fax:** 310-842-4274



**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)  
**Street Address:** 4034 Irving Place  
**City:** Culver City  
**State:** CA  
**Zip Code:** 90232

**Perkins Coordinator Contact During Summer**

**Phone:** 310-842-4220                      **Extension:** 4239  
**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)

**Fiscal Coordinator Information**

**Fiscal Coordinator**

**Name:** Sean Kearney  
**Title:** Fiscal Coordinator  
**Phone:** 310-842-4220                      **Extension:** 4234  
**Fax:** 310-842-4322  
**E-mail:** [seankearney@ccusd.org](mailto:seankearney@ccusd.org)  
**Street Address:** 4034 Irving Place  
**City:** Culver City  
**State:** CA  
**Zip Code:** 90232

**LEA CTE Advisory Chair Information**

**Name:** Kevin Kronfeld  
**E-mail:** [kevinkronfeld@ccusd.org](mailto:kevinkronfeld@ccusd.org)  
**Phone:** 310-842-4220

## Section I - State Assurances and Certifications

### Certifications Sign-off

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Carl D. Perkins Career and Technical Education Improvement Act of 2006.

The following Assurances, Certifications, and Grant Conditions are requirements of applicants and grantees as a condition of receiving funds. Applicants do not need to sign and return the general assurances and certification with the application; instead, they must download them, collect the appropriate signatures, and keep them on file to be available for compliance reviews, complaint investigations, or audits.

California Department of Education General Assurances (CDE-100A)  
Drug Free Workplace Certification (CDE-100DF)  
U.S. Department of Education Debarment and Suspension (ED 80-0014)  
U.S. Department of Education Lobbying (ED80-0013)  
Perkins IV Assurances and Certifications (CDE 100)  
2011-12 Grant Conditions

### Section I - LEA Sign-off Section

Other updates to the local CTE plan can be submitted in narrative form with a reference to the Local CTE Plan chapter, section, and question.

### Section I - CDE Review and Sign-off Section

Section I - Section Approved

## Section II - Representatives of Special Populations

### Representatives of Special Populations Sign-off

Section 123(b) of Perkins IV requires states to conduct annual evaluations of the progress and efforts grant recipients are making toward achieving the core indicator performance levels established for the state's CTE programs. California LEAs provide data to the CDE through the 101-E1 report in the fall and 101-E2 report in the spring, and these data are used to determine the core indicators.

This section identifies the LEA's actual performance on each of the Core Indicators of performance and indicates if the LEA has met the state-established performance targets.

Congratulations, no action is necessary on this page. Culver City Unified (131 - Secondary) has met or exceeded the required target in each of the core indicators of performance and is determined to be a Compliant Agency

#### Economically Disadvantaged (Title I Coordinator)

Title I Coordinator Name: Kevin Kronfeld  
Title I Coordinator Title: Coordinator State and Federal Programs

#### Limited English Proficiency (English Learner Coordinator)

English Learner Coordinator Name: Kevin Kronfeld  
English Learner Coordinator Title: Coordinator State and Federal Programs

#### Disabled (Handicapped) (Special Education Coordinator)

Special Education Coordinator Name: Jo-Anne Cooper  
Special Education Coordinator Title: Director Special Education

#### Single Parent or Single Pregnant Women (Title IX Coordinator)

Title IX Coordinator Name: N/A  
Title IX Coordinator Title: N/A

#### Gender Equity or Nontraditional Training (Title IX Coordinator)

Title IX Coordinator Name: N/A  
Title IX Coordinator Title: N/A

### Section II - LEA Sign-off Section

As the duly authorized representative of the local educational agency applying for Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2011-12 funding, I confirm that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have reviewed and approved the 2011-12 Perkins IV application for funds.

### Section II - CDE Review and Sign-off Section

Section II - Section Approved

### Section III - Assessment of Career Technical Education Programs

Section 123(b) of Perkins IV requires states to conduct annual evaluations of the progress and efforts grant recipients are making toward achieving the core indicator performance levels established for the state's CTE programs. California LEAs provide data to the CDE through the 101-E1 report in the fall and 101-E2 report in the spring, and these data are used to determine the core indicators.

This section identifies the LEA's actual performance on each of the Core Indicators of performance and indicates if the LEA has met the state-established performance targets.

N/A may indicate that the LEA:

- Failed to report the required data for that indicator
- Is one of the State Special Schools or California Education Authority
- Did not receive Perkins funds in the prior year and was not required to report data

If 5S1 is the only indicator showing an N/A, the LEA failed to submit the required CDE-101 E2 report

#### 1S1 Academic Attainment-Reading/Language Arts

**Numerator:**

Number of 12th grade CTE concentrators who have met the proficient or advanced level on the English-language arts portion of the California High School Exit Examination (CAHSEE).

**Denominator:**

Number of 12th grade CTE concentrators.

<b>LEA Level 2009-10:</b>	39.86 %	<b>LEA Level 2010-11:</b>	63.34 %	<b>LEA Level 2011-12:</b>	63.64 %
<b>State Level 2011-12:</b>	50.50 %	<b>Required Target:</b>	45.45 %	<b>Met Target:</b>	Yes

#### 1S2 Academic Attainment-Mathematics

**Numerator:**

Numerator: Number of 12th grade CTE concentrators who have met the proficient or advanced level on the mathematics portion of the CAHSEE.

**Denominator:**

Number of 12th grade CTE concentrators.

<b>LEA Level 2009-10:</b>	46.62 %	<b>LEA Level 2010-11:</b>	56.33 %	<b>LEA Level 2011-12:</b>	60.82 %
<b>State Level 2011-12:</b>	43.50 %	<b>Required Target:</b>	39.15 %	<b>Met Target:</b>	Yes

#### 2S1 Technical Skill Attainment

**Numerator:**

Number of CTE concentrators enrolled in a capstone CTE course who received an 'A', 'B', or 'C' grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.

**Denominator:**

Number of CTE concentrators enrolled in capstone CTE courses during the reporting year.

LEA Level 2009-10:	96.06 %	LEA Level 2010-11:	95.93 %	LEA Level 2011-12:	95.81 %
State Level 2011-12:	88.00 %	Required Target:	79.20 %	Met Target:	Yes

### 3S1 Secondary School Completion

**Numerator:**

Number of 12th grade CTE concentrators who earned a high school diploma, or other state-recognized equivalent (including recognized alternative standards for individuals with disabilities).

**Denominator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year.

LEA Level 2009-10:	88.85 %	LEA Level 2010-11:	90.57 %	LEA Level 2011-12:	87.77 %
State Level 2011-12:	90.71 %	Required Target:	81.64 %	Met Target:	Yes

### 4S1 Student Graduation Rate

**Numerator:**

Number of 12th grade CTE concentrators who, in the reporting year, were included as graduated in the states computation of its graduation rate.

**Denominator:**

Number of 12th grade CTE concentrators.

LEA Level 2009-10:	88.85 %	LEA Level 2010-11:	90.57 %	LEA Level 2011-12:	87.77 %
State Level 2011-12:	83.50 %	Required Target:	75.15 %	Met Target:	Yes

### 5S1 Secondary Placement

**Numerator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year and entered postsecondary education or advanced training, military service, or employment, as reported on a survey six months following graduation.

**Denominator:**

Number of 12th grade CTE concentrators who left secondary education during the reporting year and responded to a follow-up survey.

LEA Level 2009-10:	97.47 %	LEA Level 2010-11:	98.92 %	LEA Level 2011-12:	97.81 %
State Level 2011-12:	92.93 %	Required Target:	83.64 %	Met Target:	Yes

### 6S1 Non-traditional Participation

**Numerator:**

Number of CTE participants from underrepresented gender groups who were enrolled in a program sequence that leads to employment in nontraditional fields.

**Denominator:**

Number of all CTE participants enrolled in a program sequence that leads to employment in nontraditional fields.

LEA Level 2009-10:	55.13 %	LEA Level 2010-11:	44.06 %	LEA Level 2011-12:	47.07 %
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**State Level 2011-12:** 35.00 %    **Required Target:** 31.50 %    **Met Target:** Yes

## 6S2 Non-traditional Completion

### Numerator:

Number of CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in a nontraditional field who received an 'A', 'B', or 'C' grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.

### Denominator:

Number of all CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields.

**LEA Level 2009-10:** 55.06 %    **LEA Level 2010-11:** 46.70 %    **LEA Level 2011-12:** 51.67 %

**State Level 2011-12:** 21.50 %    **Required Target:** 19.35 %    **Met Target:** Yes

## Section III - LEA Sign-off Section

Assessment of Career Technical Education Programs section is complete and ready for CDE review.

## Section III - CDE Review and Sign-off Section

### Section III - Section Approval

## Section IV - Progress Report Toward Implementing The Local CTE Plan

The implementation of each LEA's local Career Technical Education (CTE) plan directly affects the implementation of the State CTE Plan. Through the five-year duration of Perkins IV, 2008–2013, LEAs will report on the progress they have made toward implementation of their local CTE plan. This progress report is an opportunity to reflect on the goals outlined in the local CTE plan as well as noting the successes and challenges that occurred during the previous school year.

Additionally, the LEA should set measurable CTE outcomes for the next school year based on the needs of the CTE students and programs offered by the LEA and the results of the core indicator data reported in Section III.

LEA personnel must respond to the following questions:

### LEA Response

1. In the 2012-13 application (Section IV, question 3), the LEA identified at least three goals from the local CTE plan on which it would focus during the 2011–12 school year. What progress has the LEA made toward achieving those specific goals? How has the LEA improved, enhanced, or expanded CTE for students during 2012-13?

*Goals and Expected Outcomes to focus on in 2012-13:*

1. Increase diversity within our program, including racial, socio-economic, gender, and special needs student populations.
  - a. Work with parents and teachers to develop new outreach to various student population groups.
  - b. Develop curriculum and programming to attract a more diverse applicant pool.

*PROGRESS:* We have continued to outreach to the entire student body at Culver City High School to recruit new members of our programs. We performed for a school-wide assembly in December, showcasing the various accomplishments and activities of our various programs. Students were actively recruited to audition and apply for membership throughout the year. We programmed the musical "RENT", which offered a more diverse range of casting. We also produced a cabaret show of musical theatre songs and recruited a diverse group of students to perform in the production. The visual art program developed a new partnership with the Craft and Folk Art Museum, allowing students to work with artists to develop various projects, leading to an exhibition at the museum.

We are working with high school counselors directly to plan for recruiting and enrollment efforts. We also plan to work directly with Culver City Middle School counselors to develop a more visible presence to our main feeder school. Our school hosts weekly tours of the campus, which often focus on our AVPA program. We have more direct connection with teachers at the middle school in both art and music who are actively recruiting students to continue their interests in our program. We also have had a mentorship program this year with our film students working with middle school students. We plan to present an assembly to the middle school student body next year, along with our assembly for the high school.

We also have had several early applications for students wishing to apply for permits to attend Culver City High School – their acceptance into our AVPA program is a major step in getting approval for a permit.

Center Theatre Group has offered various opportunities for students to attend performances at their theatres, often including several classes of students with special needs. The music program also collaborated with 2 special education teachers to take nearly 90 students to a performance and historical presentation at the House of Blues.

2. To find increased funding, including grants, fundraising, in-kind donations, for faculty, supplies, and equipment. Working with the school district, the Culver City Education Foundation, and the AVPA Foundation, we need to increase overall funding for our programs to continue offering state of the art training.
  - a. In order to compensate for decreased funding, including Perkins and budget cuts at the school, district, and community college level, we must find additional sources of funding in order to maintain and expand our programs.
  - b. Partnerships with artists and arts organizations have supported many aspects of our programs. While budget cuts have affected many organizations, we will continue to work on maintaining current relationships and developing new ones.

**PROGRESS:** The Culver City Education Foundation (CCEF) was directly involved in acquiring a grant of over \$36,000 for musical instruments for our program from the Fineshriber Family Foundation. CCEF was also able to grant the high school \$3000 for additional music supplies, equipment, and instruments. The grant from the Fineshriber Family Foundation also stipulated a commitment of \$1500 from the school district for each of the high school and middle school music programs.

Additional fundraising by parents and students contributed a generous amount to our programs' budgets, allowing for continued professional faculty and updated materials and supplies.

Sony Pictures Entertainment and The Flourish Foundation provided full scholarships for College Preparatory art classes at OTIS College of Art and Design including: Digital Media; Photography, Digital Photography, Drawing, Advanced Drawing/Intro To The Figure, Life Drawing, Black and White Photography for 30 students.

Ryman Arts provided upwards of \$9-10,000.00 scholarships to 12 students for foundation art courses including art supplies at OTIS College of Art and Design.

\$3,200. Scholarships were given to 3 art students for Design Immersion Days summer architecture program at The Southern California Institute of Architecture.

3 students were awarded scholarships and accepted by application for California State Summer School for the Arts at Cal Arts.

2 Full Scholarships of \$3000.00 were awarded by application for Summer of Art at OTIS College of Art and Design

\$25,000. Grant was given to The Craft and Folk Art Museum for a 6-week Artist-In-Residence program, exhibition, opening reception at CAFAM.

Center Theatre Group provided an 8-week artist-in-residence program through the theatre collaborative, Front and Center, called Animated Soundscapes.

3. Culver City High School is developing a new Media Arts program – AVPA is working closely with the administration to develop a plan to expand course offerings, upgrade facilities and equipment, and acquire new hardware and software appropriate to our areas of study.

a. Working in conjunction with the high school and ROP, we hope to develop a new partnership that would allow an increased opportunity for students both in AVPA and the general CCHS student population.

b. The Media Arts program will provide additional equipment, software, and resources that would be accessible to our students.

**Progress:** The high school has committed to develop a new classroom and production space for our film program in conjunction with ROP. The high school administration also committed to an additional classroom space next to the Music Room to be developed into a music recording studio. Our CTE classes can now operate in a dedicated space, allowing for use of the main Music Room for concurrent rehearsals and classes.

Our AVPA program has continued to develop a broader student base, giving more students the opportunity to participate in our various programs. By offering classes in Digital Design, Music Recording, and other related projects and programs, we are redefining the goals of our program to include new media and technology. We are upgrading software and accumulating new computers and equipment to keep up with industry standards.

**2. What criteria, data, or practices are used in your district for determining improvements in career technical education programs?**

We have had a long-term (18-year) partnership with West Los Angeles College (WLAC) Dual Enrollment Program, as well as OTIS College for Art & Design since 2010. We have also had partnerships with Santa Monica College Dual Enrollment Program in the past until 2007. WLAC offers 6-8 classes per semester for our AVPA students in all the arts genres. These have included Electronic Music, Jazz Ensemble, Chamber Choir, Digital Media, Watercolor, Drawing, Advanced Painting, Acrylic Painting, 2-D Design, etc. We currently have a Memorandum of Understanding with WLAC. We are currently working on a two-year plan to further develop an articulation agreement with our CTE programs.

**3. Describe the Professional Development activities provide to the CTE teachers that are specific to ensuring the teacher stays current with their own technical skills.**

We continually meet with our faculty to develop curriculum, programs, projects, exhibitions, and productions that will meet the broad standards of the revised CTE MCS. We host 2 retreats annually to develop our strategic



plan, graduation requirements, and curriculum. We are incorporating the revised CTE MCS to the state of California's content standards that we already have in place for all of our classes.

**4. Identify at least three measurable outcomes from the local CTE plan on which the LEA will focus in 2013-14.**

1. Continued recruitment efforts, especially from Culver City Middle School. We plan to develop an assembly performance for CCMS, meet with CCMS and CCHS counselors to educate them about our program, and to develop more visible outreach to CCMS faculty and students. These efforts include increasing diversity within our program, including racial, socio-economic, gender, and special needs student populations.

2. We plan to develop a new 5-year Strategic Plan that will incorporate a broader range of pathways under our CTE umbrella. The plan will include CTE MCS that apply to our curriculum, giving professional development opportunities to our faculty, and creating a broader definition of our program's offerings.

3. We plan to develop additional funding sources from community partnerships, including museums, educational institutions, businesses, corporations, and other arts/non-profit organizations. We plan to pursue grant opportunities and partnerships that can continue to deepen the professional and career experiences our students gain while in our program.

## **Section IV - CDE Review and Sign-off Section**

### **Section IV - Section Approval**

## Section V - Sequence of Courses to Be Funded

This section is used to budget expenditures for each Pathway in an Industry Sector.

### Add Program

Only those Pathways identified in an LEA's approved Local CTE Plan, or submitted in a revision to the Local Plan may be supported by Perkins IV funds.

### Program Detail

Site Name	Industry Sector	Career Pathway	Budget Amount
Culver City High	Arts, Media, and Entertainment	Design, Visual, and Media Arts	\$2,000.00
Culver City High	Arts, Media, and Entertainment	Design, Visual, and Media Arts	\$19,870.00
<b>Total</b>			<b>\$21,870.00</b>

## Section V - CDE Review and Sign-off Section

Section V - Section Approval

**Program Detail**

Site Name	Industry Sector	Career Pathway	Budget Amount
Culver City High	Arts, Media, and Entertainment	Design, Visual, and Media Arts	\$2,000.00
Culver City High	Arts, Media, and Entertainment	Design, Visual, and Media Arts	\$19,870.00
<b>Total</b>			<b>\$21,870.00</b>

**Section V - CDE Review and Sign-off Section**

Section V - Section Approval

Section VI - Budget and Expenditure Schedule

Object Code	At Least 85% of the grant must be spent in these areas							Not to exceed 10% of total expenditure	Not to exceed 5% of total expenditure	Total
	(A) Instruction (Including Career Technical Student Organizations)	(B) Professional Development	(C) Curriculum Development	(D) Transportation and Child Care for Economically Disadvantaged Participants	(E) Special Populations Services	(F) Research Evaluation and Data Development	(G) Career and Academic Guidance and Counseling for Students Participating in CTE Programs			
1000 Certified Salaries	\$0.00	\$2,000.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,750.00	
2000 Classified Salaries	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	
3000 Employee Benefits	\$0.00	\$2,270.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,270.00	
4000 Books/Supplies	\$13,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,500.00	
5000 Services/Operating Expenses	\$0.00	\$1,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,850.00	
6000 Capital Outlay	\$0.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00	
7000 Indirect Costs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$1,000.00	\$1,000.00	
<b>Total</b>	<b>\$14,000.00</b>	<b>\$6,120.00</b>	<b>\$750.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$21,870.00</b>	

## Section VII - Local CTE Plan Update

Applicants may update their local CTE plans annually, if necessary. This is a good time to review local CTE plan benchmarks and make adjustments to reflect progress or additions to the CTE program. This is particularly important if:

- New courses have been added to an existing program sequence.
- New sequences of courses have been developed for an existing industry sector.
- A new industry sector and the corresponding sequences of courses have been developed.

## Section VII - LEA Sign-off Section

Local CTE Plan benchmarks are reviewed to reflect progress or additions to the CTE program.

## Section VII - CDE Review and Sign-off Section

### Section VII - Section Approved

Questions: Perkins Support Team | [perkins@cde.ca.gov](mailto:perkins@cde.ca.gov) | 916-324-5706

California Department of Education  
1430 N Street  
Sacramento, CA 95814

[Web Policy](#)



**BOARD REPORT**

**10.1 Culver City Unified School District Employee Retiree Recognition**

The Board of Education recognizes employees on their retirement from the Culver City Unified School District. Certificates of Recognition are given to the retirees in appreciation for their years of service and dedication. Some of the honorees were also recognized at their respective sites during the Employee Recognition Celebrations on June 5, 2013 and June 12, 2013.

**10.2 Balfour Beatty Donation**

Mr. Gil Fullen, Executive-in-charge, of Balfour Beatty Construction, will present the District with a check for \$1,000.00 from the Sharefest Golf Tournament proceeds.



## BOARD REPORT

6/11/13  
10.3

**10.3 District English Language Advisory Committee (DELAC) Presentation – Eileen Carroll, Assistant Superintendent of Educational Services**

Ms. Eileen Carroll, Assistant Superintendent of Educational Services, will present an overview of the roles and responsibilities of DELAC members and how their input and support has positively impacted the academic progress of English Language Learners in CCUSD. DELAC members from each school site will be honored for their contribution to the families and students in CCUSD.

**BOARD REPORT**

**6/11/13  
12.1**

**12.1 Budget Update: 2012-13 vs 2013-14 Snapshot**

A snapshot of the District's 2013-2014 Unadopted Budget will be given which will include assumptions, new positions, comparisons to 2012-13 income and expenses, as well as recommendations made by the Community Budget Advisory Committee.

**Snapshot: 2012-13 Compared to 2013-14**  
**Notable Changes and Assumptions**  
**As of 6/6/13**

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Expenditures:

Music Teacher (Salary & Benefits)	\$	74,880
Teacher on Special Assignment (Salary & Benefits)	\$	80,640
Immersion Teacher (Salary & Benefits)	\$	69,120
Nurse (25% funded by MediCal) (Salary & Benefits)	\$	63,958
Blended Learning Component		TBD
Step & Column Increases (Certificated & Classified)	\$	500,000
Election Costs (Board Member and G.O. Bond)	\$	150,000
Significant Disproportionality	\$	150,000
Common Core Implementation (PD, Tech., and Inst. Mat.)		<u>TBD</u>
<b>Total Expenditures</b>	<b>\$</b>	<b><u>1,088,598</u></b>

Revenues:

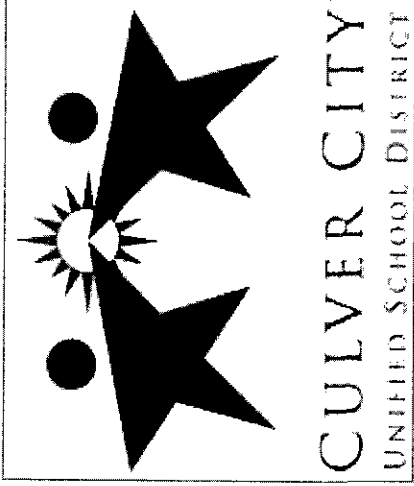
Mandated Block Grant	\$	305,923
Federal Sequestration Backfill (Special Ed.)	\$	55,000
Cost of Living Adjustment (COLA)	\$	535,000
Common Core Funding (\$170 per ADA)		TBD
Declining Enrollment Loss	\$	<u>(500,000)</u>
<b>Total Revenue</b>	<b>\$</b>	<b>395,923</b>
<b>Difference</b>	<b>\$</b>	<b><u>(692,675)</u></b>

**BOARD REPORT**

**6/11/13  
12.2**

**12.2 SunPower Update on Solar Project**

SunPower Corporation will provide an update on the District's solar panel project.



**SUNPOWER**

THE WORLD'S STANDARD FOR SOLAR™

# **Culver City Unified School District**

## **Photovoltaic System Project Update**

June 11, 2013

## CCUSD Solar Project Status Update

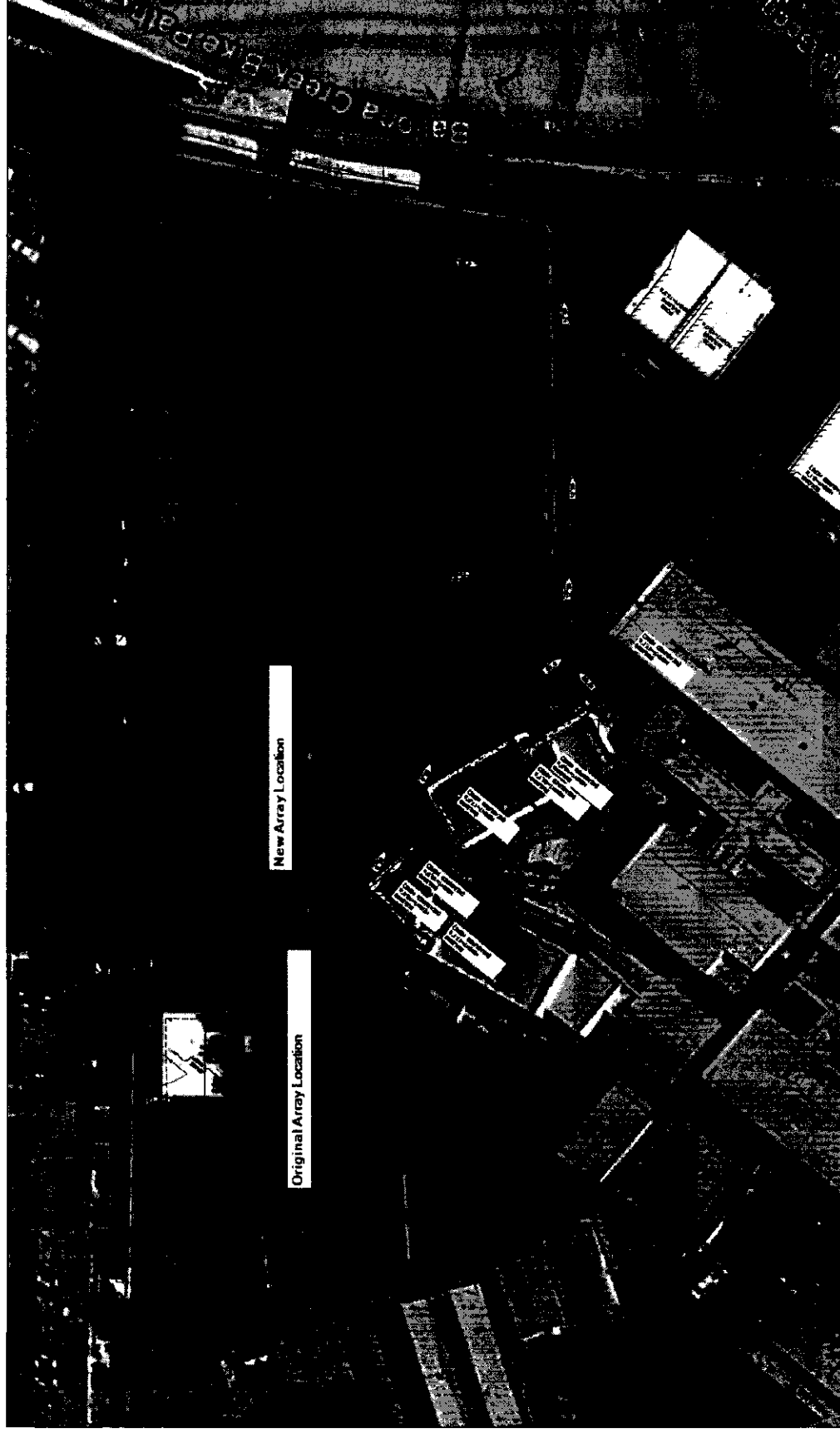
- SCE Easement issue update: Following a site visit from the SCE regional planner SunPower received informal approval to proceed with construction as planned. SPWR is preparing to submit the official encroachment request paperwork.
- Permitting Update: SunPower did not receive DSA approval on June 4<sup>th</sup> as originally scheduled. DSA was concerned about the solar arrays spanning across multiple campuses. This issue has been resolved and a new over the counter review date has been scheduled for June 18<sup>th</sup>.
- Steel has been ordered and is being procured. Fabrication will begin shortly after receiving DSA approval.
- Mobilization is scheduled to occur on July 1<sup>st</sup>.



**SUNPOWER**

## CCUSD Solar Project Status Update

- SunPower and CCUSD have agreed on an alternate location for the Farragut ES solar array. The garden area will no longer be covered and no trees will be removed.



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SUNPOWER

# CCUSD Solar Project Timeline

<b>Task</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>Duration</b>
System Design	3/1/13	6/14/13	70 days
DSA Permitting (over the counter)	6/18/13	6/18/13	1 days
<b>Construction</b>	7/1/13	10/18/13	80 days
Mobilize, Site Prep, Lighting Demo	7/1/13	7/5/13	5 days
Concrete Foundations	7/8/13	8/16/13	30 days
Steel Erection	8/5/13	8/30/13	20 days
PV Module Installation	9/2/13	9/20/13	15 days
Lighting, Wiring, Terminations, Misc.	9/23/13	10/18/13	20 days
<b>Commissioning</b>	10/21/13	11/15/13	20 days
Test and Commission PV System	10/21/13	10/25/13	5 days
Commissioning Punch List	10/28/13	11/1/13	5 days
Utility Inspection and PTO	11/4/13	11/15/13	10 days
<b>CSI Reservation</b>	11/18/13	12/20/13	25 days
Submit CSI Documentation	11/18/13	11/22/13	5 days
Site Inspection by 3 <sup>rd</sup> Party Firm	11/25/13	11/29/13	5 days
CSI Application Review and Approval	12/2/13	12/20/13	15 days
CSI Reservation Incentive Checks	Jan 2014	Jan 2019	5 years

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**SUNPOWER**



# CCUSD Solar Project Timeline Highlights

- SunPower will submit look-ahead schedules and coordinate all construction activities with Balfour Beatty and CCUSD.
- SunPower will build all three campuses simultaneously, but work will be phased to accommodate parking needs. We will delineate our work areas and maintain parking and traffic control. Construction deliveries will be scheduled and coordinated to avoid school drop off and pick up times.
- All “heavy construction” (underground work, concrete work and steel erection) will take place during Summer 2013. This will minimize the impact of our construction activities when school returns in the fall.
- One twelve hour shutdown will be required for electrical interconnection. Shutdown will be scheduled on a weekend or after hours.
- When school begins in September 2013, construction will be limited to the areas directly beneath the arrays. Construction areas will be safely delineated with temporary fencing.

THE WORLD'S STANDARD FOR SOLAR™

Highest Efficiency | Highest Reliability | Guaranteed Performance

## BOARD REPORT

6/11/13

12.3

### 12.3 **Blended/Web Based Learning Opportunities for CCUSD – Vision and Next Steps**

The Culver City Unified School District requests Board approval to open a new school, named the CCUSD Academy; and approval to file an application with the California Department of Education (CDE) requesting the CCUSD Academy be approved as an Alternative School of Choice under EC 58500-58512.

The CCUSD Academy is designed to serve students in kindergarten through 12<sup>th</sup> grade, using a blended educational model that will combine site-based learning and independent study through technology.

The creation of the CCUSD Academy will provide our students the option to experience success in a non-traditional model that serves the unique needs of our community.

# CULVER CITY UNIFIED SCHOOL DISTRICT

4034 Irving Place, Culver City, CA 90232  
Phone: (310) 842-4220, Ext. 4250 Fax: (310) 842-4274



David LaRose, Superintendent  
Kevin Kronfeld, Coordinator of State and Federal Programs

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## Alternative Schools of Choice Summary

State law (*California Education Code [EC] sections 58500 through 58512*) provides that school districts may establish and maintain alternative schools and programs of choice. These EC sections provide a definition of alternative schools of choice, declare the purposes of alternative schools of choice, and stipulate the requirements that alternative schools of choice must meet. Among these requirements are:

- Both the teachers and the students must be volunteers.
- Alternative schools of choice must be maintained and funded at the same level of support as other educational programs.
- Alternative schools and programs of choice must meet the same standards for curriculum, instruction, and student performance as traditional schools.
- The school district must annually evaluate such schools and programs.

The premise behind alternative schools of choice is that “one size doesn’t fit all.” In other words, not all students will thrive or reach their full potential in the traditional comprehensive school. Alternative schools and programs of choice can offer a different structure, learning philosophy, or academic emphasis to accommodate different student needs, interests, and learning styles. The effective use of such instructional strategies as independent study, community-based education, focused or thematic education, and flexible scheduling increases attendance and improves performance while fostering student engagement.

A goal of alternative schools and programs of choice is that they be “operated in a manner to maximize the opportunity for improvement of the general school curriculum by innovative methods and ideas.” (*EC Section 58507*).

## Goals for Alternative Schools and Programs of Choice

The goals of alternative schools and programs of choice, as outlined in *EC Section 58500*, are the following:

- Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- Recognize that the best learning takes place when the student learns because of his or her desire to learn.
- Maintain a learning situation that encourages student motivation, time-management, and the ability to follow their own interests.
- Maximize the opportunity for teachers, parents, and students to cooperatively develop the learning process and its subject matter. This opportunity must be a continuous, permanent process.

- Maximize the opportunity for students, teachers, and parents to continuously react to the changing world, including, but not limited to, the community in which the school is located.

## Funding

General Fund apportionment based on average daily attendance.

## Steps Involved

The attached document titled, "CCUSD Academy" lists and addresses all of the state requirements to open an Alternative School of Choice. With the Board of Education approval, the state should approve the opening of the school. If there are any deficiencies, the state will notify CCUSD and provide our district with means of corrections to enable the opening of the school. Our goal is to have The CCUSD Academy open by the start of the 2013-2014 school year.

# CULVER CITY UNIFIED SCHOOL DISTRICT

4034 Irving Place, Culver City, CA 90232  
Phone: (310) 842-4220, Ext. 4250 Fax: (310) 842-4274



CULVER CITY

David LaRose, Superintendent  
Kevin Kronfeld, Coordinator of State and Federal Programs

## CCUSD Academy

The Culver City Unified School District will be applying to open a new school, named the CCUSD Academy, to serve students in kindergarten through 12<sup>th</sup> grade, using a blended educational model that will combine site-based learning and independent study through technology.

The District will be filing the application with the California Department of Education (CDE), requesting the CCUSD Academy be approved as an Alternative School of Choice under EC 58500-58512. Filing as an Alternative School of Choice will allow our district under EC 58509 to apply for a State Superintendent of Public School waiver request to education code to allow flexibility in our program as well as EC 44865 which provides flexibilities in credentialing.

The creation of the CCUSD Academy is being pursued so that our students may be given the option to experience success in a non-traditional model that may serve the unique needs of our community. To ensure CDE approval, CCUSD will file an Application for County-District-School (CDS) Code (see attached application), and we will need to provide the following evidence:

Evidence that the School is a School

1. The governing board has taken action to establish the school. Minutes of the governing board meeting will need to indicate board action, and the district must provide the materials submitted to the board for consideration of the proposal to establish a new school.
2. The governing board has named the school or established a process by which the school will be named.

The official name of the school will be the CCUSD Academy.

3. The school has an appropriately credentialed administrator (usually a principal) who is responsible for all aspects of school administration (e.g., hiring staff, fiscal responsibility) and who is treated the same as other principals in the district (e.g., reports to the same district superintendent as other principals, attends meetings of principals, etc.).

Ms. Veronica Montes, Principal of the Culver City Adult School and Culver Park High School, will be the principal of the CCUSD Academy and report directly to the CCUSD superintendent.

4. The school has an approved budget as a separate school, and the budget structure is consistent with the budget structure of other schools operated by the district.  
Note: The budget of a comprehensive school must also be provided for comparison (EC Section 58507).

The CCUSD Academy will be given a location code and funded in a similar structure to Culver Park High School (See attached budget).

5. The school has appropriately credentialed teachers and clerical support staff.

The CCUSD Academy will employ California credentialed multiple subject and single subject teachers (based on students grade level and needs) through the school district that will be highly qualified under the Elementary and Secondary Education Act. Clerical staff currently employed by the district under Culver Park High School will be utilized to assist the CCUSD Academy as needed.

6. A facility, consisting of one or more buildings, or an identified set of rooms, has been acquired, with a street address.

The CCUSD Academy will be located in its own facility adjacent to Culver Park High School, and the Culver Park High School administrative building will be utilized as needed. The physical address is 4601 Elenda Street, Culver City, CA 90230

7. The school facility is "Field Act Safe" or necessary exceptions have been obtained. (EC sections 17365–17374)

The site that will be utilized is already "Field Act Safe."

8. Students are enrolled in the school, unless the school is in the last stages of formation (e.g., when a school facility is under construction and students will be enrolled as soon as it is completed and the school opens).

The CCUSD Academy will enroll students in grades K-12 as of the start of the 2013-2014 school year. The projected enrollment will be low for the first year with expectations of 3 students per grade level.

9. School records are kept separately from those of other schools.

The CCUSD Academy will share administrative office space with Culver Park High School at the site, but the school's administrative and student records—personnel, budget, and student cumulative record files—will be maintained in separate file cabinets or separate file drawers.

10. The school implements a curriculum that fully meets state requirements as specified in the EC relating to required courses of study.

The CCUSD Academy will only use California approved curriculum for every student. **A letter from the Superintendent is attached that certifies the school will not provide an alternative curriculum.**

11. The school administers California statewide assessment tests to its students at the required grade levels.

The CCUSD Academy will only administer California statewide assessment tests to its students at the required grade levels. **A letter from the Superintendent is attached that certifies the school will not provide an alternative curriculum.** (The certifications for items 10 and 11 are included in one letter.)

**BOARD REPORT**

**6/11/13**

**14.2a**

**14.2a Approval is Recommended for the Reinstatement of Pupil Services Case #01-12-13**

The Superintendent is recommending to the Board of Education that Case #01-12-13 be reinstated 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 reinstatement to attend public school.

RECOMMENDED MOTION:

That the Board approve the reinstatement of Case #01-12-13 to attend public school.

Moved by:

Seconded by:

Vote:



**BOARD REPORT**

**6/11/13  
14.2b**

**14.2b Approval is Recommended for Staff to Submit the Application for County District School Code**

The Culver City Unified School District requests Board approval to submit the Application for County-District-School (CDS) Code for the CCUSD Academy with the California Department of Education (CDE) as an Alternative School of Choice under EC 58500-58512.

RECOMMENDED MOTION:            That the Board approve Staff Submission of the Application for County District School Code for the CCUSD Academy with the CDE as an Alternative School of Choice.

Moved by:

Seconded by:

Vote:

# CULVER CITY UNIFIED SCHOOL DISTRICT

4034 Irving Place, Culver City, CA 90232  
Phone: (310) 842-4220, Ext. 4250 Fax: (310) 842-4274



David LaRose, Superintendent

June 11, 2013

To whom it may concern:

The Culver City Unified School District is applying to open a new school to serve students in kindergarten through 12<sup>th</sup> grade using a blended educational model that will combine site-based learning and Independent Study through technology. The district is filing the application with the California Department of Education (CDE) requesting the CCUSD Academy be approved as an Alternative School of Choice under EC 58500-58512.

As part of this application, I am including this letter of assurance that the CCUSD Academy will implement a curriculum that fully meets state requirements as specified in the California Education Code relating to required courses of study and is aligned with our current district curriculum. Furthermore, the CCUSD Academy will administer California statewide assessment tests to its students at the required grade levels.

Thank you for your assistance and review of our application.

Sincerely,

David LaRose  
Superintendent

## Application for County-District-School (CDS) Code

Please type or print all information requested below. Attach copies of the district's governing board minutes describing the approval to form and establish this school (e.g. **budget approval, acquisition/designation of a facility, staffing, contract awarded for construction of a facility, school type, date of opening for Charter School should include Request for Charter School Number form**). Incomplete or insufficient information may delay processing your application. A CDS code may be requested nine months prior to the school's opening date. If you have any questions, please contact the CDS Administrator at 916-327-4014, by fax 916-327-0195, or by e-mail at [CDSAdmin@cde.ca.gov](mailto:CDSAdmin@cde.ca.gov).

### School information

1. County: <b>Los Angeles</b>		CDE use only
2. District: <b>Culver City Unified School District</b>		CDE use only
3. School: <b>CCUSD Academy</b>		CDE use only
4. Phone: (310) 842-4200 Ext.	5. Fax: ( 310 ) 842-4350	
6. Web Site: <b>www.ccusd.org</b>	7. E-Mail Address:	
8. Street Address (schools physical address) <b>4601 Elenda Street, CP Annex Culver City, California 90230</b>	9. Mailing address (if different from street address)	
10. School Type: <b>Alternative Schools of Choice</b>	11. Education Code Authority (See reverse) <b>EC § 58500-58512</b>	
12. Opening Date: <b>August 1, 2013</b>	13. Estimated Enrollment: <b>50</b>	
14. Grade Span: <b>K-12</b>	15. Year Round <b>No</b>	
16. Charter School Number	17. Funding Option:	
18. District of Residence if different from above.		19. <input type="checkbox"/> Start-up <input type="checkbox"/> Conversion
20. Site Type <input type="checkbox"/> Site-based Instruction <input type="checkbox"/> Independent Study <input type="checkbox"/> Combination of Site-Based and Independent Study		CDE use only

### Principal Information

21 Ms.	22. First Name: <b>Veronica</b>	23. Middle Name:	24. Last Name: <b>Montes</b>	25.
26. Title: <b>Principal</b>			27. E-Mail Address: <b>veronicamontes@ccusd.org</b>	
28. Phone: <b>( 310 ) 842-4200 Ext 3600</b>			29. Fax: <b>( 310 ) 842-4350</b>	

### District Superintendent's Certification

I hereby certify that the above information is true and correct.

Superintendent's Signature		Date:
Name: <b>David LaRose</b>		Title: <b>Superintendent</b>

### Note to the Requester:

The County-District-School (CDS) code system is an administrative convenience designed to provide the California Department of Education, California Department of Finance, other state agencies, and postsecondary institutions with a way to track information on school districts and schools. The CDS code is a unique identifier that allows schools to be easily sorted and tracked in databases.

**A CDS code is a number assigned to a school. CDS codes are not assigned to programs.** Evidence that the entity for which a CDS code is sought is a school and not a program is the governing board action approving formation of the school and board action establishing the school. Governing boards can act only by a majority vote at a public meeting (*Education Code* §§ 1011, 1013, 1040, 35163, 35164; *Government Code* § 54950 and following (the Brown Act)).

### Instructions for Completing Box 11:

Enter the appropriate *Education Code* section from the list below.

Legal authority for establishment of schools is provided in various sections of the *Education Code* (EC). Please consult the full text of these statutes, as well as your own legal counsel, to determine the appropriate authorities for establishment of any particular school.

Please refer to local legal counsel with questions regarding this list of legal authorities.

#### 1. General Authority (permissive school code) EC §§35160, 35160.1, 35160.2

- OR -

#### 2. Special Authorities

##### 1. County Schools

- County community schools, EC § 1980 et seq.
- Charter schools, EC § 47600 et seq.
- Community Day schools, EC § 48660
- Education of inmates in county jails, honor farms, etc., EC § 1900 et seq.
- Emergency schools, EC § 1920 et seq.
- Junior high schools, EC § 37060
- Juvenile court schools, EC § 48645 et seq.
- Opportunity schools, EC § 48630 et seq.
- Secondary schools specializing in high technology, performing arts, or other special curricular areas, EC § 58800 et seq.
- Technical, agricultural, and natural resources conservation schools, EC § 1790 et seq.
- 24-hour elementary schools, EC § 48600 et seq.

##### 2. District School

- Adult school, EC § 52502 (see generally, § 52500 et seq.)
- Alternative schools of choice, EC § 58500-58512
- Charter schools, EC § 47600 et seq.
- Community day schools, EC § 48660
- Continuation schools., EC § 48430 et seq.
- Junior high schools, EC § 37060
- Opportunity schools, EC § 48630 et seq.
- Secondary schools specializing in high technology, performing arts, or other special curricular areas, EC § 58800 et seq.
- 24-hour elementary schools, EC § 48600 et seq.

Culver City Unified School District Academy Proposed Budget 2013-2014

<b>Expenditures</b>			
Quantity	Description	Cost	Extended
1	Certificated Teacher	\$75,000	\$75,000
30	Software licenses	\$2,500	\$75,000
0.1	Administrator	\$130,000	\$13,000
0.2	clerical	\$44,000	\$8,800
1	Materials and Supplies	\$10,000	\$10,000
	Subtotal		\$181,800
<b>Revenue</b>			
30	ADA	\$6,342	\$190,260

The school will be housed in its own building adjacent to Culver Park High School.

**BOARD REPORT**

**6/11/13  
14.3a**

**14.3a Approval of Tier III Flexibility Transfers for 2013-2014**

Pursuant to Education Code 42605(c)(2)(A) (2009) and Education Code 42605(c)(2)(B) (2011), budget trailer bill (SBX3 4) gives local school agencies the authority to use funds received from the State for Tier III programs for any educational purpose.

The funds are included in the current budget and multiple year projections.

**RECOMMENDED MOTION:** That the Board of Education of Culver City Unified School District approve the Tier III Flexibility Transfers for 2013-2014 as outlined in the attached spreadsheet.

**Moved by:**

**Seconded by:**

**Vote:**

**Culver City Unified School District  
Categorical Flexibility Programs  
2013-14**

<b>Program and Flexibility</b>	<b>Entitlement</b>	<b>Budget</b>	<b>Flexibility Transfer to General Fund</b>
Morgan Hart Class Size Reduction 9	\$ 139,180.00	\$ -	\$ 139,180.00
School Safety Block Grant (Carl Washington)	\$ 49,800.00	\$ -	\$ 49,800.00
Arts and Music Block Grant	\$ 94,370.00	\$ 94,370.00	\$ -
CAHSEE Intervention Grant	\$ 33,730.00	\$ -	\$ 33,730.00
Supplemental School Counseling Grade 7-12	\$ 193,640.00	\$ -	\$ 193,640.00
Gifted and Talented Education (GATE)	\$ 42,720.00	\$ 10,000.00	\$ 32,720.00
Instructional Materials	\$ 363,870.00	\$ -	\$ 363,870.00
California Peer Assistance & Review Program (PAR)	\$ 26,860.00	\$ -	\$ 26,860.00
Staff Development Administrative Training Program	\$ 24,060.00	\$ -	\$ 24,060.00
Pupil Retention Block Grant	\$ 127,620.00	\$ -	\$ 127,620.00
Professional Development Block Grant	\$ 251,130.00	\$ 124,000.00	\$ 127,130.00
School Library Improvement Block Grant	\$ 552,710.00	\$ 552,710.00	\$ -
Los Angeles County Regional Occupational Grant	\$ 655,660.00	\$ 655,660.00	\$ -
Adult Education	\$ 1,333,490.00	\$ 600,000.00	\$ 733,490.00
Deferred Maintenance	\$ 255,480.00	\$ -	\$ 255,480.00
Teacher Credentialing Block Grant	\$ 127,130.00	\$ 35,130.00	\$ 92,000.00
<b>Total</b>	<b>\$ 4,271,450.00</b>	<b>\$ 2,071,870.00</b>	<b>\$ 2,199,580.00</b>

**BOARD REPORT**

**6/11/13  
14.3b**

**14.3b Resolution #18/2012-2013 - Temporary Borrowing Between Funds**

School districts receive the majority of their revenues from revenue limit sources and other state apportionments. The state releases many of these funds from a fixed schedule. In daily operations, school districts make payments to employees, contractors, vendors, and others. Since the timing of the outflow of cash is not related to the inflow, school districts have the need to review cash positions to ensure when disbursements are made that there is sufficient cash to cover them. This year, as well as next, all local education agencies face additional challenges due to the state's budget deficit.

To address this timing issue, temporary interfund borrowing of cash is permitted by Education Code (EC) Section 42603 for K-12 districts. Under the provisions of EC 42603, the governing board of a school district may direct moneys held in any fund may be temporarily transferred to another fund of the district for payment of obligations under the following restrictions:

- No more than 75 percent of the maximum moneys held in any fund during a current fiscal year may be transferred.
- Borrowing from bond fund 21 is prohibited.
- The transfer shall not be available for appropriation or be considered income to the borrowing fund.
- Borrowing shall occur only when the fund receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred.
- Amounts transferred shall be repaid either in the same fiscal year or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

**RECOMMENDED MOTION:** That in accordance with Education Code Section 42603, the governing Board of Education of Culver City Unified School District adopt the attached resolution and authorize the temporary interfund borrowing of cash.

**Moved by:**

**Seconded by:**

**Vote:**



RESOLUTION #18 / 2012-2013  
Resolution of the Governing Board of Culver City Unified School District  
for  
Temporary Borrowing Between Funds

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by education code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$ 1,000,000.00
2. For fiscal year: 2013-2014
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall only occur when the fund receiving the money will earn sufficient income during the current fiscal year.
6. The amounts borrowed shall be **repaid** either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE BE IT RESOLVED, the Governing Board of Culver City Unified School District hereby authorizes the borrowing of cash between all of the district funds.

IN WITNESS WHEREOF, we have here unto set our hands this 11<sup>th</sup> day of June, 2013.

BOARD OF TRUSTEES OF CULVER CITY UNIFIED  
SCHOOL DISTRICT OF LOS ANGELES COUNTY

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Vice President

By \_\_\_\_\_  
Member

By \_\_\_\_\_  
Member

By \_\_\_\_\_  
Member

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    )

I, the undersigned, as Executive Secretary of the Governing Board of the Culver City Unified School District of Los Angeles County, California, do hereby certify the foregoing to be a true, and correct copy of a Resolution adopted by the said Governing Board at a regular Board Meeting held on June 11, 2013.

\_\_\_\_\_  
Secretary of the Governing Board  
Culver City Unified School District

**14.3c Year-End Appropriation Transfers**

Under the provisions of EC 42600 and 42601, the governing board may authorize the County Superintendent of Schools to make year-end appropriation transfers as needed. Failure to make the authorization would run the risk of warrants not being processed if expenditures exceed budget categories and would result in an overdraft at the major object of expenditure level.

**RECOMMENDED MOTION:** That in accordance with Education Code Section 42600 and 42601, the County Superintendent of Schools is authorized to make appropriation transfers at the close of the school year 2012-2013 to permit payment of obligations of the District incurred during the school year as follows:

- 1<sup>st</sup> Source: Between major object of expenditures
- 2<sup>nd</sup> Source: From unappropriated balance, if any
- 3<sup>rd</sup> Source: From designated balances

**Moved by:**

**Seconded by:**

**Vote:**

**14.3d Approval of Proposal from Stradling, Yocca, Carlson & Rauth**

We have tentatively identified Stradling, Yocca, Carlson & Rauth as the District's bond counsel advisors for the Bond Team, subject to approval by the Board. Stradling, Yocca, Carlson & Rauth have performed bond counsel services for half of the school districts in Los Angeles County and will be able to provide the required legal services to help us determine if we wish to place a general obligation bond on a future Ballot.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the attached proposal and authorize the Superintendent to execute an agreement with Stradling, Yocca, Carlson & Rauth.

**Moved by:**

**Seconded by:**

**Vote:**

STRADLING YOCCA CARLSON & RAUTH

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

44 MONTGOMERY STREET, SUITE 4200

SAN FRANCISCO, CA 94104

TELEPHONE (415) 283-2240

FACSIMILE (415) 283-2255

ORANGE COUNTY

(949) 726-4000

SAN DIEGO

(658) 926-3000

SAN FRANCISCO

(415) 283-2240

SANTA BARBARA

(805) 730-6800

SACRAMENTO

(916) 449-2350

DAVID G. CASNOCHA  
DIRECT DIAL: (415) 283-2241  
DCASNOCHA@SYCR.COM

May 16, 2013

Mike Reynolds, Chief Business Officer  
Culver City Unified School District  
mikereynolds@ccusd.org

Dear Mike:

I appreciate that Culver City Unified School District (the "District") might consider Stradling Yocca Carlson & Rauth ("SYCR") as bond and disclosure counsel on its proposed November 2013 bond election.

I am the Managing Shareholder of the San Francisco Office of SYCR, and Chair of our Education Finance Group. I am authorized to submit this RFP and vouch for the authenticity of our submission's content.

I have been a bond counsel for 37 years and in the last 10 years have been bond counsel on over 800 school and community college district general obligation bond issues. This includes districts with single bond authorizations over \$1 billion and under \$2 million. I have practiced through many evolutions of the finance laws which impact K-12 districts. Since the origins of the law often times explain the purpose of the reforms, I believe I am more informed about current practices due to my participation in a wide variety of school financing structures over a period of years.

My strengths are (i) clarity of expression, (ii) a willingness to help clients understand how documents and laws impact the way they spend bond money and use public facilities, (iii) an ability to draft ballot language which captures the purposes of projects, using words validated by a sophisticated poll in a format designed to improve voter support, and (iv) developing new ideas to solve ongoing facility and general fund challenges (a technology/deferred maintenance endowment is a recent example.)

I have a long-standing and excellent working relationship with both Ann Nock (who requested I send you these materials) and Alan Gafford from their years at George K. Baum. The three of us would make an informed, collegial and effective team for the District.

Finally, I do not view our skills as a commodity. We are selective in accepting assignments and value clients who believe that "good enough" is too low a standard for professional services.

I look forward to meeting with you to discuss the content of the accompanying materials.

Very truly yours,



David G. Casnocha

STRADLING YOCCA CARLSON & RAUTH

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

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DAVID G. CASNOCHA  
DIRECT DIAL: (415) 283-2241  
DCASNOCHA@SYCR.COM

May 16, 2013

Mike Reynolds, Chief Business Officer  
Culver City Unified School District  
mikereynolds@ccusd.org

Re: Bond Counsel Proposal for November 2013 Bond Election

Dear Mike:

Introduction/Overview

In pursuing a new bond measure under fairly constrained timelines, I believe that you and the Board would be well served to have the "law" member of your team be someone who has extensive experience in general obligation bond elections and whose experience with the Los Angeles County Registrar of Voters can help promote a seamless execution of the electoral process. I believe that I can explain to you and your Board how the process works most effectively for the District, what services are and are not necessary, and why various bankers and political strategists do and say the things they do.

While political and financial consultants are important, at the end of the campaign, an invalid or lost election due to charges of violations of campaign laws will serve as a vivid lesson of the importance of engaging competent bond counsel at the outset of the planning process.

Highlights of following pages of information are:

- I am extremely experienced with general obligation bonds. Between January 1, 2001 and May 1, 2013 I have acted as bond and disclosure counsel on 856 separate issuances of school district general obligation bonds.
- Stradling is the second largest bond counsel firm in the State. In 2012, we served as bond counsel on over 175 California financings for more than \$6.0 billion. For the first three months of 2013 we ranked 8<sup>th</sup> in the United States, serving as bond counsel on 45 issues of nearly \$2 billion, and ranked 2<sup>nd</sup> nationally as disclosure counsel on 44 transactions for an additional \$2 billion. In the last five years, we have served as bond or disclosure counsel on over 1,700 California bond issues.
- We have provided creative financing and ballot writing suggestions to our clients which enhance the likelihood of voter approval.

- Our work with Foothill-De Anza Community College District involved the first (and only) Proposition 39 bond validation judgment, a landmark decision upholding an expansive view of the required "Project List."
- We have prominent, accessible tax lawyers, led by Carol Lew, past-President of the National Association of Bond Lawyers.
- The Firm has never had any of its transactions deemed taxable by the IRS. We have never been a party to an IRS settlement agreement.
- The Firm has never been a defendant in a lawsuit initiated by a school district or other public agency alleging malpractice in connection with any type of bond issue. I am unaware of any circumstance in which it was alleged that the Firm defaulted or failed to perform which resulted in a contract termination or finding of liability.
- Our bond counsel philosophy focuses on technical expertise, collegial collaboration, and client understanding. We take a team-oriented approach with members of the finance team, while representing the District's interests. We have no reservations taking fresh approaches toward solving a client's problem.
- We will deliver a 10(b)(5) opinion to the District in connection with our services as Disclosure Counsel.
- Our fees are contingent on bond sales and we expect to confer and consult with the District on non-deal issues and to review the District's existing bond documents over the course of our engagement for no fee as an investment in our client relationship.
- We have expertise in many areas beyond public finance, including real estate, litigation, environmental, and redevelopment law, that can be useful in analyzing all relevant issues for a financing. In addition, our size provides stability and assurance to the District that the Firm will be in practice to follow up on matters related to the services we render.
- I have worked effectively for over 15 years with Ann and Alan. We have proven to be a good team for our mutual clients.

That said, I am a senior shareholder at the Firm and the Firm's primary education finance bond counsel. As with all my district financings, I would be the District's contact during the course of the election and subsequent bond transaction. Primary and higher education district borrowings constitute approximately 90% of my workload and I have developed an expertise in school financing techniques and an understanding of the difficulty financing the education and housing of our students.

**In Los Angeles County I have acted or am acting as bond counsel on general obligation bond programs for the following school districts: Alhambra, Antelope Valley HSD, Antelope Valley CCD, Arcadia, Azusa, Baldwin Park, Bonita, Centinela Valley Union High, Charter**

**Oak, Claremont, Compton CCD, Covina Valley, Duarte, El Camino CCD, El Monte City, El Monte High, Garvey, Hacienda La Puente, Inglewood, Keppel, La Cañada, Las Virgenes, Little Lake, Long Beach, Los Angeles CCD, Lynwood, Manhattan Beach, Monrovia, Mt. San Antonio CCD, Norwalk-LaMirada, Paramount, Pasadena, San Gabriel, Santa Clarita CCD, Santa Monica-Malibu, South Pasadena, South Whittier, Sulphur Springs Union, Temple City, Torrance, Walnut Valley, Whittier Union High, and Wilsona.**

Along with this letter, I am enclosing my personal professional resume, a time/event outline for a November 2013 election, an article on the Foothill DeAnza case, a news article about myself and a summary of the technology endowment idea I first implemented for Sonoma CCD and am now documenting with some frequency for K-12 districts.

In evaluating my credentials, **I suggest several reasons why the District should favorably consider this proposal.**

**First, I will personally work on your transaction.** Too frequently, partners at established firms, especially partners with as extensive school district experience as mine, will delegate most of their work to junior lawyers who, after initial partner contact, end up being the only lawyer you see. I enjoy an active role in education financings and am always available to participate in discussions with you or the Board relating to all aspects of a financing. Bond lawyering is more than drafting a resolution and rendering an opinion. This is especially important in a general obligation bond issue where the "law" is as important as the "lore" and my 37 years of experience contributes to the value of the legal advice I render.

**Second, I have extensive school district general obligation bond experience.** Since Proposition 46, I have acted as bond counsel on over eight hundred fifty (850) general obligation bond transactions for three hundred eighty (380) different school or community college districts. The diversity of this work, with a corresponding exposure to all types of financial advisors and underwriters, has enhanced my skills and explains our leadership role in the field. I have been bond counsel for over 200 Proposition 39 bond elections. I am confident that the work I have done in this area affirmatively assists districts win their elections.

Third, I have made some significant contributions to the evolution of school finance and can bring creative ideas to the District. I acted as bond counsel on one of the first certificate of participation issues for a school district and am now recognized as one of the State's experts. **My general obligation bond counsel experience for schools since Proposition 46 and Proposition 39 is second to no other attorney's in the State.**

I have experience with districts that have implemented S.B. 1544 and created "school facilities improvement districts" to conduct general obligation bond elections in designated areas within a school district's boundaries.

Fourth, one of my particular skills is to explain in plain English the practical differences between the varieties of financing vehicles available to the District. I enjoy working with elected officials and staff to help them understand the bond process. I believe your Board will appreciate my skill at advising them on their legal options. Acting as counsel to and advocate

**for the Culver City Unified School District, I will not lose sight of who is the client and decision-maker. As bond counsel, I will work for the District.**

Fifth, Federal securities law disclosure compliance by an issuer of bonds is of critical importance. I am intimately familiar with these requirements. The District would be well served to retain a bond and disclosure counsel capable of rendering such advice.

Sixth, **I have an unusually broad scope of legal services which I am capable of providing.** During the period of time from the date of hire through the date the election resolution is adopted and then through election day, I expect to educate the District on the laws governing the expenditure of public funds on advocacy and in advising the Board on appropriate and inappropriate conduct for an elected official. Elections are sometimes lost due to voters' perception of a violation of applicable campaign law. I expect to draw on my familiarity with campaign laws to guide you away from inadvertently taking a misstep as you express the need for a bond to your community.

Lastly, **I have extensive experience assisting districts present themselves at bond rating agency meetings.** In this regard, I contribute "value added" when compared with other bond attorneys. While this process is oftentimes overlooked, a visible, professional presentation to bond rating agencies can improve the rating you receive on your bonds and reduce the costs of bond insurance. Higher ratings mean lower interest rates and hence lower taxes.

#### Qualifications

The Firm was formed by four attorneys in 1975. With about 120 attorneys, the Firm's primary areas of specialization are public finance, public law, tax, general corporate law, corporate securities, real estate and litigation. The Firm has six offices in California: Newport Beach, Santa Barbara, Sacramento, San Diego, Santa Monica and San Francisco. We have also recently opened an office in Reno, Nevada to service our bond clients in Nevada and Arizona. The San Francisco Office currently consists of ten attorneys, four paralegals and support staff and is primarily devoted to public finance work, public construction litigation and public law.

Thirty-three members of the Firm practice in the areas of public finance and general public law, the second largest bond department in California. Our public law attorneys devote their time exclusively to the representation of the interests of public agencies, including cities, counties, redevelopment agencies, school and community college districts, and special districts of various kinds, and to the supplying of legal services in connection with the financings of such agencies.

Members of the public law department are recognized experts in their areas and are often called upon to speak at seminars for public agencies and other municipal finance specialists, including seminars held by CASBO, ACSA, CSBA, the National Association of Bond Lawyers, the Community College League of California, ACBO, the California Debt and Investment Advisory Commission, the Coalition for Adequate School Housing, The Bond Buyer, and others.

I believe that the Firm's size offers advantages to the clients that we represent. Among them are that the Firm has expertise in many areas, such as real estate, corporate securities, litigation, as well as public finance, that can be useful in analyzing all relevant issues for a financing. Second, our



size provides stability and assurance that the Firm will be in practice to follow up on matters related to the services it renders. Third, the success of our practice depends on word of mouth references from public agencies who are pleased with our work. Client service is an essential component of our commitment, and the large number of experienced bond attorneys helps us satisfy all of our client's needs.

Since its founding, the Firm has ranked among the top two public finance firms in the State of California regardless of whether the criterion used is the number of bond issues closed or dollar volume. The most recent rankings show the Firm ranked second in California with respect to transactions completed and dollar volume.

Our experience includes refundings, certificates of participation, redevelopment agency tax allocation bonds, revenue bonds, Mello-Roos community facilities district financings, Marks-Roos financings, assessment district financings and general obligation bonds. The Firm has been involved in nearly every type of financing undertaken by public agencies and has helped to develop several of the structures which are widely used throughout the country. I believe that we have addressed unique financing problems by our solutions-oriented approach to working with issuers and other financing team members.

**One distinguishing feature of the Firm's public finance department is that our existence reflects the primary business agenda for the Firm.** Unlike the very large law firms or firms seeking to become a mega-firm and whose bond counsel work now has become incidental to the new primary mission of being "global," Stradling has no plans to re-prioritize its practice agenda at the expense of its public finance practice. Unlike the mega-firms, we are not under any financial pressure to impose fees on public finance transactions that compete with the fees that are charged for large corporate global transactions. Consequently, we are not economically precluded from representing any type of public agency on any size bond matter. This economic posture has allowed us to retain loyal clients and not place the immediacy of fee revenue over the borrowing needs of our clients. The economic pressure on firms that have 1,000 lawyers, or so, is such that I believe over time will cause them, as it has caused other similar large firms in the past, to forego the public finance practice because of the economical constraints placed on fees.

By contrast, however, smaller firms than ours which have become municipal bond boutiques face similar economic challenges due to the inability to invest in essential practice skills because the costs of such investment are too high for the size of the firm. Consequently, they may become embroiled in a growing number of school district Internal Revenue Service audits and adverse tax determinations caused by their inability to commit to sophisticated tax representation within their public finance practice. Industry trade journals are filled with stories regarding IRS determinations of taxability of California bond issues which I think are the result of smaller firms' inability to invest resources in their client representations. Stradling, on the other hand, seems comfortably sized to be able to afford the luxuries of tax and securities law support without being so large as to unnecessarily pressure the transaction attorneys into charging unreasonably high fees in order to meet the overhead demands of the firm.

As further described below, the Firm possesses considerable expertise with respect to the adequacy of disclosure relating to school districts in California. There have been recent changes in

the Federal securities regulations which impose strict liability on the issuer of tax-exempt bonds for misstatements or material fact or the omission of material facts in an Official Statement. Financial advisors, underwriters of bonds and lawyers do not have strict liability for such omissions, even though they may write the Official Statement on your behalf. As Disclosure Counsel, an essential service we perform is to prepare that informational document from the District's perspective and confirm to the District that the disclosure contained therein complies with all applicable Federal laws, and provide the District with a legal opinion to that effect.

#### Pre-Election Services

A timeline for a general obligation bond election and bond issuance is attached hereto. Our legal services are listed in chronological order to coincide with the sequence of events noted in the timeline.

- a. confer with the District at its request on its plans for a bond election;
- b. confer with the District on the legal issues relating to the voter survey and campaign organization, as well as answer questions regarding the appropriate use of public moneys for these activities including answering all questions regarding the "do's and don'ts" of campaign activities of the District;
- c. draft the resolution necessary to call the bond election, including the 75-word ballot statement and the Full Ballot Text/Project List;
- d. confer with and advise the District as to the ballot measure, tax rate statement and ballot arguments;
- e. confer and consult with the officers and administrative staff of the District, and Los Angeles County as to the procedures applicable to such election and financing proceedings and as to any other matters relating to the elections and financing proceedings;
- f. attend all meetings of the District at which the election and financing proceedings are to be discussed, when requested to attend or when attendance is deemed necessary for the proper planning or conduct of the financing proceedings; and
- g. celebrate the successful election with the District.

Post-Election Services

- a. prepare the resolutions certifying the election results and establishing a Citizens' Oversight Committee, including the preparation of the By-laws for the Citizens' Oversight Committee;
- b. attend organization meeting of Citizens' Oversight Committee and explain the role and responsibilities of the Committee;
- c. prepare all resolutions and other legal documents necessary for the proper conduct of the financing proceedings;
- d. prepare, review and explain to the District relevant tax certificates, including all rebate requirements;
- e. prepare the arbitrage certificate, the signature and incumbency certificate and all other certificates and closing documents required to accompany delivery of the bonds;
- f. prepare the Preliminary and Final Official Statements relating to the sale of the bonds and advise the District as to its compliance with applicable securities laws;
- g. deliver advice on ongoing disclosure requirements and prepare certificates and agreements required to comply with all applicable Federal securities laws;
- h. assist the District in preparing for rating agency presentations, and attend all rating agency and bond insurance company presentations in connection with the bonds;
- i. engage in negotiations with the bond insurance companies over the terms of any bond insurance commitment;
- j. provide the legal opinion that the interest borne by the bonds is excludable from Federal income taxes and State of California personal income taxes and approving in all regards the legality of all proceedings for the authorization, sale and delivery of the bonds relating to the financing;
- k. provide all other necessary services generally expected of bond counsel not listed above;
- l. prepare and provide a complete transcript of the conduct of the proceedings necessary to accompany delivery of the bonds;
- m. answer follow-up questions of the District and the Citizens' Oversight Committee, after the bond closing, relating to the bond issuance and compliance with Proposition 39.

### Disclosure Counsel Experience

**For nearly all of the bond transactions listed on the various attachments or included as part of the transaction numbers cited above, we simultaneously acted as Disclosure Counsel as well as Bond Counsel.**

Disclosure counsel is responsible for the preparation of the Official Statement, the document which describes the bond transaction and the District. The Official Statement is relied on by investors when deciding to purchase your bonds. There are district Federal laws which govern the scope of the Official Statement.

I am mindful of the importance of selecting capable disclosure counsel. Not only is the preparation of a Preliminary Official Statement and Official Statement of paramount importance to a successful financing transaction, but they also present a potential for District liability in the case of incorrect or incomplete disclosure. Disclosure counsel must be a person who has extensive experience in public finance and familiarity with school districts operations, someone for whom the District's priorities will always be the first consideration, and someone who is also aware of the needs and legal duties of other team members, such as your financial advisor and underwriter. We possess the necessary experience and technical expertise to render the most effective advice possible to the District, and the ability to explain to you and, if necessary, to your Board the significance of an offering document, the sources of information therein, and the District's responsibilities with respect to the content of such a document.

These skills are critical since Federal securities regulations impose strict liability on the issuer of tax-exempt bonds for misstatements of material facts or the omission of material facts in an Official Statement.

The Firm's due diligence procedures involve careful review of documentary evidence regarding district finances, including audited financial statements, budget documents, and interim reports, analysis of bond authorizations and election proceedings, interviews with District administrators and other personnel, and review of other information obtained from sources outside the District, including state agencies and third parties.

Highlights of our disclosure counsel experience include,

- For 2012, Stradling ranked #1 in the United States as Disclosure Counsel (based on number of transactions).
- In each of the past five years, Stradling has ranked as the #1 Disclosure Counsel among California K-12 and community college district general obligation bond issues in terms of aggregate amount of bonds sold, and transactions completed.
- Our disclosure counsel philosophy focuses on technical expertise, collegial collaboration, and client understanding. We take a team-oriented approach with members of the finance team, while representing the District's interests. We have no reservations about taking fresh approaches toward meeting a client's unique needs.

- Our disclosure counsel fees are contingent on the successful sale and closing of the financing.

#### Services Provided as Disclosure Counsel

- a. confer with the District and other financing team members regarding the planned transactions and the scope of due diligence inquiry to be conducted;
- b. prepare the initial drafts of a Preliminary Official Statement relating to the sale of the bonds and advise the District as to its compliance with applicable securities laws;
- c. attend any administrative or financing team meetings at which the financing proceedings are to be discussed, when requested to attend or when attendance is deemed necessary for the proper planning or conduct of the such proceedings;
- d. confer and advise the District with regard to the completion of the Preliminary Official Statement, the scope of disclosure, the sources of all information contained in or to be contained in the document;
- e. produce a substantially final draft of the Preliminary Official Statement for submission to the Board of the District;
- f. attend meetings or study sessions of the District Board, if requested, in order to present the Preliminary Official Statement and address any questions regarding the document;
- g. facilitate the printing of the Preliminary Official Statement;
- h. following the pricing of the issue, to prepare the final Official Statement and facilitate its printing;
- i. provide any additional support or documentation related to the role of Disclosure Counsel and required for the closing of the financing; and
- j. deliver advice on ongoing continuing disclosure requirements and prepare certificate and agreements to comply with applicable Federal securities laws.

#### Distinctive Services

Several of our customary practices distinguish us from what I have been told are the practices of other law firms. **First**, our fees for services are fixed, regardless of the complexity and time required to provide. The District will not receive any supplemental bills, notwithstanding any modifications of the scope of services. **Second**, we would expect to work with your Citizens' Oversight Committee as part of our ongoing services for no additional costs. **Third**, we are very active in providing pre-election advice on proper campaign conduct. **Fourth**, we will expect to draft

the Full Ballot Text and believe that it is a vitally important blend of the District's projects, the law, and the voter opinion survey results.

#### Bond Counsel Service Methodology.

We pride ourselves on providing the highest level of legal services in the most cost-effective manner. The Firm's methodology in providing bond counsel services is a comprehensive approach designed to provide our clients with legal advice from inception of the financing idea through the completion of the financing. We provide bond and disclosure counsel services in a four-step sequence: (1) preliminary meetings with your staff to define your goals with respect to the financing and to outline the alternatives within which such goals can be accomplished; (2) preparation and review of legal documentation for the financing, including resolutions, sale or bid notices, if appropriate, the primary documents, offering documents, purchase contracts and credit documents, if any, and the closing documents, attendance at document review sessions with your staff and the balance of the financing team and attendance at meetings with the rating agencies or bond insurers, if any; (3) completion of the financing, supervision of the sale of the bonds, issuance of our legal opinion on validity and tax-exemption on the date of delivery of the bonds, and preparation of closing transcripts of the proceeding for the issuance of the bonds; and (4) ongoing legal service in matters relating to interpretation of applicable regulations, legislation, pending litigation, and the documents.

The rationale for the methodology is that it involves us in each phase of the financing, both as advisor to you in the preliminary stages of the financing and as technician in implementing the financing. The object of this approach is to establish a productive working relationship between us and your staff, keeping the financing as straightforward as possible, thereby increasing the likelihood of market acceptance of the securities issued. The implementation of our approach to the provision of bond counsel services provides our clients with prompt and efficient service to help bring about a smooth financing. It is our intent that this proposed scope of services include all of the services necessary to effectively conclude any financing.

#### Philosophy of Role of Bond Counsel

The practice of law is a service business. We focus on delivering the highest quality of service to each of our clients. In our view, serving the client includes not only providing the standard bond counsel services, but also working as a team player with financial advisors, underwriters, bond insurers, and, in certain type of transactions, developers to successfully implement the best financing structure for the District. Sometimes our best work is behind the scenes with the banker or campaign strategist and not in the public eye.

One of my primary goals in acting as bond counsel to a district is to establish or extend a long-term partnership with the district. After 35 years practicing municipal bond law, the professional satisfaction I derive from working as a lawyer originates with the trust, camaraderie and friendship which I have with representatives of the public sector. These relationships assist me, over time, to understand and help implement the public policies established by school boards. The priority that client service is afforded does not depend on the size of the district or the size of the bond issue. With respect to our duty to respond to the needs of our clients, all clients are treated equally.

As bond counsel, I also believe in being an advocate for issuers of bonds. While municipal bond transactions are not adversarial encounters, there are times when the issuer's interests need to be forcefully presented. Sometimes the audience for such advocacy includes developers or other agencies, such as rating agencies, underwriters, or bond trustees. Bond counsel works for the district and I would define serving your interests as my prime concern.

An effective bond counsel must also know his client and be a team player. Bond counsel work is performed in either a one-on-one basis, where I am usually very candid in rendering my legal advice, in group settings with members of the financing team where my approach might be more subtle and reserved, or further, in a political setting, as when appearing before your Board, in which my advice would be honestly but politically delivered. Each presentation style needs to account for the needs of the moment, yet always in the more global setting of teamwork. Bond counsel needs to be an effective team player with your financial advisor, general counsel, yourself, your citizen committees and your Board. Our specific responsibilities will be defined in our contract, yet, at-large, I try to act as a facilitator to enhance all our understanding of the issues facing the district in connection with a bond transaction.

The language of bond counsel work also needs to reflect the skills, experience and role of the bond lawyer. We try to speak plain English; even our tax lawyers are trained so that they are understandable, particularly to elected officials; yet we speak "bond talk" when addressing sophisticated investors or rating agencies. Again, it is all part of being an effective advocate for the issuer and understanding what goals need to be accomplished with each audience.

In the course of forming legal opinions on questions relating to a bond issue, bond lawyers must also walk the very fine line of drafting documents which provide maximum flexibility to the district, yet offer a secure investment to bond holders and comply with all the requirements of state and Federal law. We attempt to highlight areas where flexibility is possible and seek to respond favorably to requests from you or your underwriter to loosen provisions of the documents.

Finally, I try to enjoy all of my transactions, and will work to contribute to a team atmosphere which is relaxed, professional, fun and goal-oriented.

### Key Team Members

I am a senior shareholder at the Firm, the Firm's primary education finance bond counsel, and also the leading bond counsel to school districts within the State of California. I am a frequent speaker at CSBA, and other trade association conferences. I graduated *summa cum laude* from Claremont Men's College (now called Claremont McKenna College) and Cornell University Law School. With over 37 years of bond counsel experience in California, I would be the primary attorney for the District. I am located in the San Francisco office and a member of the California Bar.

**Carol Lew** is the head of the Firm's practice for tax-exempt bonds and would be the primary attorney responsible for the tax analysis for the District's financings. Carol dedicates her practice exclusively to the area of tax matters relating to public finance. She is nationally recognized with respect to Federal income tax issues relating to tax-exempt financing and has extensive experience with respect to legal issues impacting public fund investments.

Carol is a recent past President of the National Association of Bond Lawyers and a past Chair of the Tax Exempt Financing Committee of the Taxation Section of the American Bar Association. She has over 20 years of experience in providing legal advice to state and local government entities as bond counsel on a wide variety of different types of financings including those for cash flow needs, basic public infrastructure, redevelopment, housing, water, transportation, power, and those for nonprofit owned or utilized facilities. In that capacity, Carol has extensive expertise regarding arbitrage rebate, including the rules regarding the integration of swaps. She has been engaged by CDIAC to serve as Project Manager to draft CDIAC's California Investment Primer, which is intended to be a practical tool for state and local officials, staff, and others. The Primer addresses the roles and responsibilities of public fund investment, key terms and concepts, portfolio development, portfolio administration and operation, legal and ethical issues (including those impacting tax-exempt bond proceeds, such as arbitrage rebate), and current developments. Carol has also served as a member of CDIAC's Technical Advisory Committee relating to investments. Carol has extensive experience drafting publications and other articles relating to municipal issues. She has served as Editor-in-Chief of the National Association of Bond Lawyers' Federal Taxation of Municipal Bonds (the "Book"), a five volume treatise (with a CD Rom and internet version) on "Section 103" tax issues. She is a *magna cum laude*, Order of the Coif graduate of U.C. Hastings College of the Law. Carol is in our Newport Beach office.

Regarding tax matters prior to election day, Carol might review projects which have a "private use" element to assure us that if the election is successful you can issue tax-exempt bonds to execute those plans. Otherwise, you won't see or hear from Carol until its time to sell bonds.



### References

Each of the following school officials may be contacted as a reference. I can supply many more names if you wish.

Sandra Lyon, Superintendent  
[slyon@smmusd.org](mailto:slyon@smmusd.org)  
Jan Maez, Assistant Superintendent, CFO  
[jmaez@smmusd.org](mailto:jmaez@smmusd.org)  
Santa Monica-Malibu Unified School District  
1651 Sixteenth Street  
Santa Monica, CA 90404  
(310) 581-1138 (Superintendent)  
(310) 58-6720 (CFO)

Mark Skvarna, Superintendent  
[mmskvarna203@busd.net](mailto:mmskvarna203@busd.net)  
Baldwin Park Unified School District  
3699 North Holly Avenue  
Baldwin Park, CA 91706  
(626) 962-3311

Gary Rapkin, Superintendent  
[rapkin@bonita.k12.ca.us](mailto:rapkin@bonita.k12.ca.us)  
Ann Sparks, Asst. Superintendent, Bus. Serv.  
[sparks@bonita.k12.ca.us](mailto:sparks@bonita.k12.ca.us)  
Bonita Unified School District  
115 W. Allen Avenue  
San Dimas, CA 91773  
(909) 971-8200

Lisa Shoemaker, Asst. Superintendent, Bus. Serv.  
[lshoemak@cusd.claremont.edu](mailto:lshoemak@cusd.claremont.edu)  
Claremont Unified School District  
170 West San Jose Avenue  
Claremont, CA 91711  
(909)398-0609

Terry Nichols, Superintendent  
[tnichols@duare.k12.ca.us](mailto:tnichols@duare.k12.ca.us)  
Duarte Unified School District  
1620 Huntington Drive  
Duarte, CA 91010  
(626) 599-5000

Catherine Nichols, Superintendent  
[cnichols@cvusd.k12.ca.us](mailto:cnichols@cvusd.k12.ca.us)  
David Rivera, Chief Business Officer  
[driver@cvusd.k12.ca.us](mailto:driver@cvusd.k12.ca.us)  
Covina Valley Unified School District  
519 E. Badillo Street  
Covina, CA 91723  
(626) 974-7000

James Novak, Chief Bus. & Financial Officer  
[JANovak@lbschools.net](mailto:JANovak@lbschools.net)  
Long Beach Unified School District  
1515 Hughes Way  
Long Beach, CA 90810  
(562) 997-8189

Kris Olafsson, Deputy Superintendent, Bus. Serv.  
[kolafsson@emcsd.org](mailto:kolafsson@emcsd.org)  
El Monte City School District  
3540 N. Lexington Avenue  
El Monte, CA 91731-2684  
(626) 453-3700

Mike Hendricks, Superintendent  
[mhendricks@cousd.net](mailto:mhendricks@cousd.net)  
Kathy Perkins, Chief Business Officer  
[kperkins@cousd.net](mailto:kperkins@cousd.net)  
Charter Oak Unified School District  
20240 E. Cienega Avenue  
Covina, CA 91724  
(626) 966-8331, Ext. 206

Scott Price, Asst. Superintendent, Bus. Serv.  
[sprice@fc-spUSD.net](mailto:sprice@fc-spUSD.net)  
South Pasadena Unified School District  
1020 El Centro Street  
South Pasadena, CA 91030  
(626) 441-5810

John Pappalardo, Chief Financial Officer  
[jpappalardo@pusd.us](mailto:jpappalardo@pusd.us)  
Pasadena Unified School District  
351 South Hudson Avenue  
Pasadena, CA 91109  
(626) 396-3600

Michael Gregoryk, Vice President, Admin. Serv.  
[mgregoryk@mtsac.edu](mailto:mgregoryk@mtsac.edu)  
Mt. San Antonio Community College District  
1100 North Grand Avenue  
Walnut, CA 91789  
(909) 594-5611

#### Fees

Payment of any fee to us is contingent on the successful election and issuance of bonds. Our fees are based on the following formula:

1%	first \$1 million, plus
1/2 of 1%	next \$3 million, plus
1/5 of 1%	next \$10 million, plus
1/8 of 1%	next \$35 million, plus
1/10 of 1%	all amounts thereafter

Notwithstanding the formula, there shall be a minimum bond counsel fee per issuance of \$35,000.

In addition to that fee, we expect to be reimbursed for all out-of-pocket expenses. Out-of-pocket expenses includes word processing, photocopying, travel, express mail charges and the like. Usually, expenses average less than \$4,000 per series of bonds. If the ballot measure authorizing the bond does not receive the requisite votes, we would not charge any fee for time or out-of-pocket disbursements. Our contribution to education is our free work on all aspects of the election process.

As disclosure counsel we will prepare the Official Statement for the bonds and provide other services described herein. For preparation of the Official Statement, we charge a fixed fee of \$20,000 per series of bonds. This fee for the Official Statement is in addition to our fee for acting as Bond Counsel.

In comparing fees, please be aware that not all bond counsel firms include the soup to nuts service package in their fee quote. We do. For the "bond counsel" fee, we will assume all of the pre-

election work, the bond issuance tasks and the citizens' oversight committee/Prop 39 compliance work. You would never get a "supplemental bill" from us for work relating to the bond issue.

This is the fee schedule we use for most of our RFP responses. If you assumed a \$125 million bond sold in four issues of equal size, our bond counsel fee for the four series would be \$66,250, \$39,000, \$35,000, and \$35,000 respectively.

Conclusion

I would very much appreciate having the opportunity to initiate my work with the District towards a successful financing. This engagement is one for which I am particularly well qualified to act as bond counsel. I enjoy being a "hands-on" lawyer and the fun of my job is to be able to spend time with clients in their communities.

If any supplemental information is desired, or if you have any questions along the way, please do not hesitate to call me. My office phone is (415) 283-2241, cell is (415) 265-9927, and e-mail is [dcasnocha@sycr.com](mailto:dcasnocha@sycr.com).

Very truly yours,



David G. Casnocha

DGC/mbc  
Enclosures

**DAVID G. CASNOCHA, Esq.**  
**Stradling Yocca Carlson & Rauth**  
ATTORNEYS AT LAW  
A PROFESSIONAL CORPORATION  
44 MONTGOMERY STREET, SUITE 4200  
SAN FRANCISCO, CALIFORNIA 94104  
TEL: (415) 283-2241

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**PROFESSIONAL EXPERIENCE**

**STRADLING YOCCA CARLSON & RAUTH**

44 Montgomery Street, Suite 4200  
San Francisco, California 94104

Shareholder: Oct. 1996 to Present

Bond counsel practice with emphasis on primary and secondary school district financings, general obligation bonds, certificates of participation, Mello-Roos bonds, lease financing, tax and revenue anticipation notes, Other Post Employment Benefit bonds, pool financing, refunding bonds, redevelopment, 501(c)(3) independent school and university bonds, special improvement district bonds, water and utility district facilities, short-term borrowings, industrial development bonds and historic rehabilitation financings. Significant letter-of-credit bank and underwriter representations.

Managing Shareholder, San Francisco Office; Member Executive Committee: Oct. 1996 to Present

**BROWN & WOOD**

555 California Street  
San Francisco, California 94104

Partner: Oct. 1985 to Oct. 1996  
Associate: July 1981 to Sept. 1985

Bond counsel practice with emphasis on school district financings, certificates of participation, Mello-Roos bonds, municipal liability insurance funding, blind pool financings, industrial development bonds, lease financing, tax and revenue anticipation notes, redevelopment, port facilities, 501(c)(3) university bonds, special improvement district bonds, water and utility district facilities, short-term borrowings, general obligation bonds, commercial paper, single-family and multi-family mortgage revenue bonds, historic rehabilitation and health care financings. Significant letter-of-credit bank and underwriter representations.

Member of Brown & Wood Policy Committee: Jan. 1992 to Jan. 1994

**WILSON, MORTON, ASSAF & McELLAGOTT**

San Mateo, California

Associate: Oct. 1979 to June 1981

Municipal finance with emphasis on industrial development bonds, non-profit corporation financing, promissory notes, mortgage revenue bonds and historic rehabilitation financing.

**RUTAN & TUCKER**

Costa Mesa, California

Associate: June 1976 to Sept. 1979

Litigation under Title VII of the Civil Rights Act, Eminent Domain Act, Relocation Assistance Act, and Community Redevelopment Law; administrative hearings before various public bodies; research and preparation of memoranda on all aspects of zoning and water law; rendering legal advice to public officials including city councils and county boards of supervisors; municipal finance with emphasis on water revenue bonds, single-family mortgage revenue bonds, tax and revenue anticipation notes, and non-profit corporation financings.

## **EDUCATION**

### **Cornell Law School, J.D., 1976**

Ithaca, New York

Legal Aid Society; Moot Court; Environmental Law Society

### **Claremont Men's College, B.A., 1973**

Claremont, California

Summa cum laude with honors in Political Science

Claremont Distinguished Scholar; Casey Foundation Research Grant;

Class Rank 4/162; Golf Team; Intramurals

### **The Delbarton School, Diploma, 1969**

Morristown, New Jersey

## **PROFESSIONAL AFFILIATIONS and MEMBERSHIPS**

- California Bar
- Bar of the U.S. District Court for the Central District of California (9th Circuit)
- California Bar Association
- San Francisco Municipal Forum
- National Association of Bond Lawyers
- Association of California Water Agencies
- Community Redevelopment Agencies Association
- American Bar Association - Committee on Borrowing (1980-1981)
- Who's Who in California, 14th Edition (1982)
- Coalition for Adequate School Housing (C.A.S.H.)
- San Franciscans Seeking a Consensus
- Director, Alliance for Local School Funding

## **PROFESSIONAL ACTIVITIES**

Speaker, CSBA, Annual Education Conference

November 30, 2012 (San Francisco)

*Dynamics of a Successful Bond Campaign*

Speaker, Community College League of California Annual Convention 2012

November 16, 2012 (Los Angeles)

*Hot Topics: What You Need To Do Once A Bond Is Issued*

Speaker, The Association of Chief Business Officials

May 21, 2012 (Sacramento)

*Bonds and Parcel Taxes: November 2012 and Beyond?*

Speaker, Association of California Administrators Superintendents' Symposium

January 26, 2012 (Monterey)

*How to Pass a Parcel Tax or Bond Measure in Challenging Economic Times*

Speaker, CSBA Annual Education Conference

November 30, 2011 (San Diego)

*Dynamics of a Successful Bond Campaign*

Speaker, San Mateo County School Boards Association

November 15, 2011 (San Mateo)

*Campaigning For and Building 21<sup>st</sup> Century Schools*

Speaker, The Association of Chief Business Officials  
May 16, 2011 (Sacramento)  
*Creating Bond-Funded Endowments for Technology and Scheduled Maintenance Costs*

Speaker, Community College League of California Annual Trustees Conference  
April 30, 2011 (Monterey)  
*Funding Technology and Ongoing Maintenance Without Using the General Fund*

Speaker, CSBA Annual Education Conference  
December 3, 2010 (San Francisco)  
*Dynamics of a Successful Bond Campaign*

Speaker, Community College League of California Annual Convention 2010  
November 19, 2010 (Pasadena)  
*Increasing Revenues Through Parcel Tax Elections*

Speaker, Community College League of California Annual Convention 2010  
November 19, 2010 (Pasadena)  
*Preparing for a General Obligation Bond Election*

Speaker, Green California Community Colleges Summit  
October 12, 2010 (Pasadena)  
*Bond Financing of Solar Projects*

Speaker, Green California Community Colleges Summit  
October 11, 2010 (Pasadena)  
*Local Funding Sources of Solar Power Projects*

Speaker, Community College League of California Annual Trustees Conference  
May 1, 2010 (Long Beach)  
*Examining Ways to Increase General Funds for Colleges*

Speaker, Community College League of California Annual Convention 2009  
November 20, 2009 (San Francisco)  
*Steps for a Successful Election in 2010*

Speaker, The Association of College Business Officials (ACBO) Fall 2009 Conference  
October 26, 2009 (Fallbrook)  
*Market Impacts on Issuing General Obligation Bonds*

Speaker, Community College League of California, 2009 Trustees Conference  
May 1, 2009 (Sonoma)  
*Financing – Know Your Options*

Speaker, Coalition of Adequate School Housing 2009 Annual Conference  
February 24, 2009 (Sacramento)  
*Finance 201: Schoolonomics – Financing Possibilities and Programs for a Challenging Economy*

Speaker, CSBA Annual Education Conference  
December 4, 2008 (San Diego)  
*Dynamics of a Successful Bond Campaign*

Speaker, Community College League of California Annual Convention 2008  
November 21, 2008 (Anaheim)  
*To Market We Go – Or Not?*

Speaker, The Association of College Business Officials (ACBO) Fall 2008 Conference  
October 15, 2008 (Lake Tahoe)  
*Financing OPEB Obligations/How and Why*

Speaker, Coalition of Adequate School Housing, Fall 2008 Conference  
October 7, 2008 (Costa Mesa)  
*Using Proposition 39 Bond Funds to Save General Fund Operating Revenue*

Speaker, Community College League of California Annual Trustees Conference  
May 3, 2008 (Palm Springs)  
*Passing a Tax Rate Extension General Obligation Bond*

Speaker, CSBA Annual Education Conference  
December 1, 2007 (San Diego)  
*Guide to Financing School Facilities*

Speaker, Community College League of California Annual Convention 2005  
November 16, 2007 (San Jose)  
*Facility and Liability Funding Options: GO Bonds and OPEB Bonds*

Speaker, The Association of College Business Officials (ACBO) Fall 2007 Conference  
October 25, 2007 (San Jose)  
*Investing Bond Proceeds, Cash Out Refundings, Arbitrage, OPEBs and Other Financing Issues*

Speaker, Coalition of Adequate School Housing, Annual Conference 2007  
February 27, 2007 (Sacramento)  
*Hot Topics in School Finance*

Speaker, CSBA Annual Education Conference  
November 30, 2006 (San Francisco)  
*A Guide to School District Financing for Board Members*

Speaker, Community College League of California Annual Convention 2006  
November 17, 2006 (Costa Mesa)  
*Financing the Green Revolution: New Opportunities with Solar Power*

Speaker, Coalition of Adequate School Housing, Annual Conference 2006  
February 28, 2006 (Sacramento)  
*Hot Topics in School Finance*

Speaker, CSBA Annual Education Conference  
December 2, 2005 (San Diego)  
*Board Member's Guide to School District Financing*

Speaker, Community College League of California Annual Convention 2005  
November 18, 2005 (San Francisco)  
*How to Finance Building, Land, and Student Housing at Your Campus*

Speaker, Coalition of Adequate School Housing 26<sup>th</sup> Annual Conference 2005  
February 28, 2005 (Sacramento)  
*Hot Topics in School Finance*

Speaker, CSBA Annual Education Conference  
December 3, 2004 (San Francisco)  
*Bridge Funding: Tool for Funding Future Needs Today*

Speaker, CSBA Annual Education Conference  
December 2, 2004 (San Francisco)  
*Board Member's Guide to School District Financing*

Speaker, Community College League of California Annual Convention 2004  
November 19, 2004 (Anaheim)  
*The Magic of G.O. Bonds*

Speaker, Association of College Business Officials  
May 20, 2004 (San Diego)  
*Issuing Your Series B Bonds*

Speaker, Community College League of California Annual Convention 2003  
November 22, 2003 (Oakland)  
*Meeting Student Housing Needs with Bonds*

Speaker, Community College League of California Annual Convention 2003  
November 21, 2003 (Oakland)  
*Leveraging Redevelopment Entitlements for Facilities*

Speaker, Community College League of California Annual Convention 2003  
November 20, 2003 (Oakland)  
*Keeping the Beat With G.O. Bonds*

Speaker, Community College Public Relations Organization Central California – Fall 2003 Roundtable  
November 7, 2003 (Modesto)  
*To Bond or Not To Bond?*

Speaker, League of California Cities Annual Conference  
September 9, 2003 (San Diego)  
*Ballot Box Finance Measures: The How's, Cans and Cant's of an Effective Election*

Speaker, California Association of School Business Official 76<sup>th</sup> Annual Conference  
April 22, 2003 (San Diego)  
*Ongoing Administration of the Debt Issuance Process*

Speaker, Coalition for Adequate School Housing  
February 27, 2003 (Sacramento)  
*Hot Topics in School Finance*

Speaker, CSBA Annual Conference  
December 6, 2002 (San Francisco)  
*The Dynamics of a Successful General Obligation Bond Election*

Speaker, Community College League of California 2002 Annual Conference  
November 14-15-16 (San Jose)  
*After the Bond Passes*  
*Planning for Your GO Bond*  
*Building Buildings and Acquiring Equipment Without a Bond*

Speaker, Association of College Business Officials  
May 21, 2002 (Shell Beach)  
*Role of the Bond Oversight Committee in a Proposition 39 Bond Election*



Speaker, California Association of School Business Officials 75<sup>th</sup> Annual Conference  
April 11, 2002 (Anaheim)  
*Assembling a Bond Finance Team*

Speaker, California Association of School Business Officials  
75<sup>th</sup> Annual Conference  
April 25, 2001 (Santa Clara)  
*How To Avoid Bond Election Pitfalls*

Speaker, California Debt and Investment Advisory Commission  
September 15, 1999 (Monterey)  
*Advanced Topics in Debt Financing: Pooled Financing Bonds*

Speaker, Community College Facility Coalition Annual Conference  
November 6, 1998 (Sacramento)  
*Alternative Funding Sources*

Speaker, Community College Facility Coalition Annual Conference  
November 13, 1997 (Sacramento)  
*Case Study in Community College Financing Options*

Speaker, California Association of Independent Schools, Trustee/School Head Conference  
January 18, 1997 (Los Angeles)  
*Debt Financing for Capitol Facilities*

Speaker, Community College Facility Coalition Annual Conference  
November 15, 1996 (Sacramento)  
*Registered Voter Initiatives - Legal Distinctions*

Speaker, Community College Facility Coalition Annual Conference  
November 9, 1995 (Sacramento)  
*Financing Community College Facilities in the 21st Century*

Speaker, Association of College Business Officials  
May 18, 1995 (Napa)  
*Capital Financing Alternatives and New SEC Disclosure Regulations*

Speaker, California Association of School Business Officials 68th Annual Conference  
April 25, 1995 (San Jose)  
*Hot Topics in School Finance*

Speaker, California Association of School Business Officials 68th Annual Conference  
April 26, 1995 (San Jose)  
*TRANS for Self-Insurance Joint Powers Authorities*

Speaker, Community College Facility Coalition Annual Conference  
November 9, 1994 (Ontario)  
*Local Bond Elections and Financing College Facilities*

Speaker, Association of Chief Business Officials, California Community Colleges  
October 24, 1994 (San Diego)  
*Tax and Revenue Anticipation Note Pool Financing*

Speaker, California Association of School Business Officials 67th Annual Conference  
April 18, 1994 (Sacramento)  
*Hot Topics in School Finance*

Speaker, Coalition for Adequate School Housing Conference  
February 22, 1994 (Sacramento)  
*Timelines for Conducting Registered Voter Elections*

Speaker, Coalition for Adequate School Housing Conference  
February 23, 1993 (Sacramento)  
*Registered Voter Elections*

Speaker, Coalition for Adequate School Housing Conference  
February 5, 1993 (Kelseyville, Lake County)  
*How to Pass Bond Elections in Rural Districts*

Speaker, Alliance for Local School Funding Seminar  
January 22, 1993 (San Francisco)  
*Alliance and Importance of Local School Funding*

Speaker, California School Boards Association Annual Conference  
December 3, 1992 (Long Beach)  
*Role of Bond Counsel in the Sale of General Obligation Bonds*

Speaker, Coalition for Adequate School Housing Conference  
June 19, 1992 (Ontario)  
*Local Bond Elections - Steps & Strategies*

Speaker, Coalition for Adequate School Housing Conference  
April 23, 1992 (Sacramento)  
*Registered Voter Election Requirements*

Speaker, California Association of Schools Business Officials  
March 21, 1992 (San Diego)  
*How to Form a Maintenance Assessment District without Shooting Yourself in the Foot*

Speaker, Coalition for Adequate School Housing Annual Conference  
February 25, 1992 (Sacramento)  
*Registered Voter Elections*

Speaker, Coalition for Adequate School Housing Annual Conference  
February 25, 1991 (Sacramento)  
*Registered Voter School Bonds: GO or Mello-Roos*

Speaker, International Bankers Association of California  
April 6, 1990 (San Francisco)  
*Role of International Banks in Public Finance*

Speaker, Contra Costa County City Attorney Association  
April 4, 1990 (Walnut Creek)  
*Unusual Development in Public Finance and the Role of the City Attorney*

Speaker, Coalition for Adequate School Housing Annual Conference  
March 1, 1990 (Sacramento)  
*General Obligation Bonds and Special Taxes*

Speaker, UCLA Extension, Public Policy Program  
Continuing Education of Public Financing: the State of the Local Government Revenue-Raising Art  
January 26, 1990 (Sacramento)  
February 2, 1990 (Santa Monica)  
*Bond Pools, Marks-Roos, and Notes for Cash and Profit*

Speaker, Bakersfield Chamber of Commerce  
January 12, 1990 (Bakersfield)  
*Financing Earthquake Reconstruction*

Speaker, County Supervisors Association of California, Public Finance Institute - Ratings and Insurance  
August 5, 1988 (Anaheim)  
*Credit Enhancement*

Speaker, County Supervisors Association of California, Public Finance Institute  
January 14, 1988 (San Francisco)  
*Public Finance - Problems and Solutions*

Speaker, Northern California Section of the School Law Study Session of the County Counsels' Assn.  
October 30, 1987 (Lafayette)  
*Financing Alternatives for School Districts*

Speaker, Kelling, Northcross & Nobriga, Inc. Seminar  
May 8, 1987 (Sonoma)  
*Recent Developments in Taxable and Tax-Exempt Financings*

Speaker, Coalition for Adequate School Housing Annual Conference  
February 24, 1987 (Sacramento)  
*Financing Alternatives for Capital Outlay*

Speaker, Dealer Bank Association  
November 21, 1986 (San Francisco)  
*Financing Insurance Needs of Public Entities*

Speaker, City & State Conference  
October 9, 1986 (New York)  
October 29, 1986 (Chicago)  
December 16, 1986 (San Francisco)  
*Alternative Solutions to Municipal Liability Insurance*

Speaker, Salomon Brothers Inc. Seminar  
September 15, 1986 (Sacramento)  
September 16, 1986 (San Francisco)  
September 17, 1986 (Los Angeles)  
*Tax-Exempt Financing Aids the Liability Insurance Crisis*

Speaker, Seattle Northwest Securities/Bankers Trust Company Seminar  
August 11, 1986 (Seattle)  
*Municipal Bonds Solve the Municipal Liability Insurance Crisis*

Speaker, Independent Cities Association  
July 11, 1986 (Rancho Bernardo)  
*Solutions to the Insurance Crisis - ICRMA*

Speaker, Professional Risk Insurance Managers Association  
May 1, 1986 (Irvine)  
*Providing Excess Coverages through Certificates of Participation*

Speaker, California Association of School Business Officials 59th Annual Conference  
April 24, 1986 (Anaheim)  
*Certificates of Participation and H.R. 3838*

Speaker, County Supervisors Association of California  
April 23, 1986 (Sacramento)  
*Tax-Exempt Financing for Municipal Liability Insurance*

March 11, 1986 (San Francisco)  
March 13, 1986 (Los Angeles)  
*Funding Liability Insurance*

Speaker, Public Agency Risk Managers Association Conference  
February 6, 1986 (San Diego)  
*Tax-Exempt Financing for Municipal Liability Insurance*

Speaker, City of Redding Task Force on Industrial Development  
July 18, 1985 (Redding)  
*Methods of Industrial Development Bond Financing*

Speaker, Crocker National Bank Seminar  
March 1, 1984 (Los Angeles)  
*Legal Requirements of Tax and Revenue Anticipation Notes*

Speaker, Citrus Belt Chapter, California Society of Municipal Finance Officers  
May 20, 1983 (Riverside)  
*Tax Equity and Fiscal Responsibility Act of 1982 - Impact on Tax-Exempt Bonds*

Speaker, Crocker National Bank Seminar  
March 2, 1983 (San Francisco)  
March 3, 1983 (Los Angeles)  
*Trends in Municipal Finance Law*

Speaker, Californians for Preservation Action Conference  
April, 1982 (Oakland)  
*Financing Historic Preservation in the 1980's*

Speaker, City of Santa Fe Springs Chamber of Commerce  
February, 1982 (Santa Fe Springs)  
*Industrial Development Bonds Under the California Authority*

Speaker, Department of Interior, National Register Conference  
February 16, 1982 (San Francisco)  
*Tax-Exempt Financing for the Acquisition and Restoration of Historically Significant Structures*

Speaker, City of Stockton Chamber of Commerce  
October 30, 1981 (Stockton)  
*Financing of Commercial Rehabilitation Projects*

Speaker, County of Santa Cruz Historical Society  
May 13, 1981 (Santa Cruz)  
*Financing Main Street Rehabilitation*

Speaker, City of Watsonville Chamber of Commerce  
May 13, 1981 (Watsonville)  
*Financing Urban Preservation and Revitalization*

Speaker, National Trust for Historic Preservation  
May 11, 1981 (San Francisco)  
*Implementing a Historical Rehabilitation Financing Program*

Speaker, California Historic Preservation Conference  
March, 1981 (Riverside)  
Financing the Preservation and Restoration of Historically Significant Structures in California

Speaker, Redwood Empire District League of California Cities Conference  
February 7, 1981 (Corte Madera)  
*Mortgage Revenue Bond Financing: Life After the Mortgage Revenue Subsidy Bond Tax Act of 1980*

Speaker, National Association of Housing and Redevelopment Officers (NAHRO) Workshop  
January 15, 1981 (Costa Mesa)  
*Financing Commercial Structures - S.B. 99 through S.B. 418*

Speaker, League of California Cities, Fiscal Management Seminar/Fiscal Officers  
December 10, 1980 (Monterey)  
*Fiscal Management and Policy Implementation - A Case Study in Housing Finance*

Speaker, Association of Mayors and Councilmen of Glenn County  
October 9, 1980 (San Rafael)  
*Mortgage Revenue Bond Financing for Residential Units*

Speaker, Association of California Water Agencies, Spring Session  
May 23, 1980 (Los Angeles)  
*Post Jarvis Financing of Water Systems*

Speaker, League of California Cities, City Attorneys' Department Conference  
Spring, 1980 (Newport Beach)  
*Financing the Construction and Rehabilitation of Commercial Facilities by a Public Entity*

Speaker, Association of California Water Agencies, Mini-Conference  
March, 1980 (Palm Springs)  
*Financing the Construction, Operation and Repair of Water Facilities in the Post Jarvis II Era*

Writer, Memorandum and proposed legislation relating to landmark preservation law.  
Submitted to N.Y. State Legislature, 1976.

Member, Cornell University Secondary School Recruiting Committee.

Writer, *California Journal*, Summer 1973.

## **PUBLICATIONS**

Casnocha & Absher, "Court of Appeal Upholds Bond Measure and Establishes a Practical 'Type of Project' Standard for Meeting Proposition 39 Specific Project List Requirement"  
*CASH Newsletter*, February 2008.

Grossbach, Casnocha & Kelling, "Certificates of Participation Mitigate Liability Insurance Crisis"  
*California Association of School Business Officials Journal of School Business Management*, Vol. 52, No. 2, pp. 7-8 (June 1987).

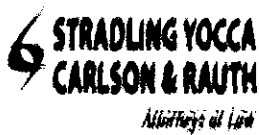
Casnocha & Larkins, "Coping with the Tax Reform Act of 1986"  
*The News, A Publication of the California Association of Community Colleges*, Vol. 32, No. 4, pp. 7-9 (January-February, 1987).

Casnocha, "Implementing the Marks Historical Rehabilitation Act"  
*Californians for Preservation Action Preservation Workbook*, Sacramento, 1981.

Casnocha, "Financing the Construction of Commercial Facilities"  
Transcript of Proceedings, League of California Cities Conference, May 1980.

Casnocha & Hughes, "Guidelines for the Guidelines: The Role of Effective Relocation Assistance in Financing Public Projects"  
*Orange County Bar Journal*, Vol. 5, pp. 395-406 (Winter 1978).

Casnocha, "Relocation Assistance and Human Values: The Hobgoblin of Public Entities"  
*Orange County Bar Journal*, Vol. 4, pp. 231-247 (Fall 1977).



## COURT OF APPEAL UPHOLDS BOND MEASURE AND ESTABLISHES A PRACTICAL "TYPE OF PROJECT" STANDARD FOR MEETING PROPOSITION 39 SPECIFIC PROJECT LIST REQUIREMENT

*Foothill-De Anza Community College District v. Emerich, et al.*, \_\_\_ Cal.App.4th \_\_\_,  
Case No. H03 1120 (6th Dist. December 19, 2007)

By: David G. Casnocha and Sean B. Absher

In a landmark case in Proposition 39 finance law, on December 19, 2007, the California Sixth District Court of Appeal, in a published opinion, ruled that Foothill-De Anza's \$490.8 million bond measure was valid and satisfied all requirements of Proposition 39. The Court's decision is the only published opinion on the scope of the "project list" requirement and may be relied on by all school districts throughout California as the controlling interpretation of Proposition 39.

Proposition 39, which amended the California Constitution, reduces the two-thirds voter approval requirement for bond measures to 55 percent if, among other requirements, certain accountability provisions are contained in the bond measure. The most notable (and ambiguous) provision is the "list of specific school facilities projects to be funded" requirement. The plain language of Proposition 39 does not shed any light on how specific the project list must be. The Court's decision has removed the ambiguity by holding that the project list requirement is met where the projects are described by reference to "type of project" (such as "upgrade technology"), rather than by a detailed itemization of individual projects. This clarity is good news for school and community college districts which have increasingly turned to Proposition 39 to meet critical facility needs.

### **Factual and Procedural Background**

On February 21, 2006, Foothill-De Anza's governing board passed a resolution calling for an election to approve the issuance of up to \$490.8 million in general obligation bonds. The full text of the bond measure in the voter information pamphlet (Measure C) discussed Foothill-De Anza's urgent facility needs and described the planned projects in six categories: upgrading, maintaining and replacing equipment; upgrading technology; repairing and replacing systems to reduce energy consumption; improvement of safety and access for disabled persons; expansion of facilities; and improvement of emergency access and evacuation routes. All but one of the categories included a paragraph further explaining the contemplated projects.

On June 6, 2006, Measure C was approved by the voters, and, anticipating taxpayer lawsuits from two local anti-school bond litigants, Foothill-De Anza immediately filed an action to validate Measure C. The taxpayers answered and filed cross-complaints. Among the claims made by the taxpayers was that Measure C did not meet the project list requirement under Proposition 39.

The trial court rejected the taxpayers' arguments and entered judgment for Foothill-De Anza validating Measure C. Both taxpayers appealed.

### **Court of Appeal's Analysis**

In affirming the trial court's judgment, the Court explained that, based on the historical notes to Proposition 39, its purpose is to make it easier for school districts to pass school bonds where the proceeds would be used to upgrade school facilities, reduce class size, and improve safety, and to ensure that districts actually spend the bond proceeds on the projects the voters approved. Relative to the type of projects Proposition 39 is intended to encourage, the express wording of Proposition 39 requires that school districts evaluate "safety, class size reduction, and information technology needs" in developing the list of specific projects. Proposition 39 makes school districts accountable by requiring that voters be given a list of specific projects their bond money will be used for, and by requiring annual, independent financial and performance audits.

The Court held that, in keeping with the purpose and requirements of Proposition 39, the list of projects submitted to the voters must be specific enough that the voters know what it is they are voting for and that the auditors know how to evaluate the district's performance:

"The critical factor in assessing whether the project list complies with Proposition 39 is whether it allows for meaningful approval and oversight of the bond expenditures. . . If the list defines or identifies the projects in a manner that clearly apprises the voters, the auditors, and the public oversight committees of the types of projects for which the money is intended to be used, that is sufficient."

Turning to the list of projects in the full text of Measure C, which the Court attached as an exhibit to the opinion, the Court found that the list properly identified the types of projects to be funded:

"For example, it is clear that among the projects to be funded are: repair or replacement of leaky roofs, wiring classrooms for computers and other technology, and installation of fire safety doors and sprinklers. This is sufficiently specific for meaningful approval and oversight."

In reaching this conclusion, the Court recognized that the level of specificity urged by the taxpayers-detailed itemization of individual projects-was both impractical and unnecessary under Proposition 39:

"Surely it is unnecessary to inform the voter which buildings will receive new fire safety doors or which roofs will be replaced and which will be repaired. That is minutiae that the voter has no expertise or need to consider. Furthermore, requiring such minute detail as taxpayers propose would be impractical."



As to the taxpayers' argument that "the list places no limits on the types of projects because the list allowed future changes," the Court was unpersuaded: "By the time the District is assured of bond proceeds, the roof that might have been repaired may now need to be replaced; or safety and accessibility renovations may need to be revised to comply with changing regulations." Accordingly, Proposition 39 permits limited changes to the project list as long as such changes are "consistent with the projects specified in the proposition the voters approved."

### **Conclusion and Implications**

The *Foothill-De Anza* decision makes clear that Proposition 39's project list requirement is met if the projects are described by reference to "type of project," rather than by reference to a detailed itemization of individual projects. Of course, subject to the possible political benefits in using a specific school site project list on a case-by-case basis; the ability of school districts to develop project lists focused on types of projects, coupled with the ability to make limited changes, will allow greater flexibility in meeting facility needs over the extended time horizons typical of bond programs.



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Sean Absher is also a shareholder in the San Francisco office of Stradling Yocca Carlson & Rauth. Mr. Absher specializes in real estate and public law and represents Foothill-De Anza in the validation action. He can be reached by email at [sabsher@sycr.com](mailto:sabsher@sycr.com) or by telephone at 415-283-2242 for questions.

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**CULVER CITY UNIFIED SCHOOL DISTRICT  
PROCESS TO A NOVEMBER 5, 2013  
PROPOSITION 39 BOND ELECTION**

	<u><b>Action</b></u>	<u><b>Date/Time Frame</b></u>
		<u><b>November 5, 2013</b></u>
1.	Retain bond counsel, investment banker/financial advisor and strategist.	February 2013
2.	<u>Identify and prioritize</u> the capital facility needs of the District; estimate the cost of the improvements.	February 2013
3.	Consider asking consultant to run "information campaign." Consider establishing a budget for such a campaign.	February 2013
4.	Investment banker provides input re: bond size, debt capacity, tax rates and bond sale timing to complete projects.	March 2013
5.	Retain voter survey consultant (pollster) and campaign strategist.	March 2013
6.	Begin community outreach efforts to educate public on facility needs of District and District's role in the community.	March 2013
7.	Draft voter opinion survey questionnaire with polling consultant, investment banker, bond counsel.	April 2013
8.	Conduct voter opinion survey.	June 2013
9.	Evaluate polling results; modify project list; adjust proposed bond size and timing of bond sale; recommit to November 2013 election based on likelihood of success, or delay to future date.	June 2013
10.	Resume community outreach effort based on polling data, modify message, dollar request, test campaign themes.	June 2013
11.	Begin to identify community leaders, facility committee members, etc. to serve as core of bond campaign committee, particularly chair and finance directors.	June 2013

	<u>Action</u>	<u>November 5, 2013</u>
12.	Finalize project list, costs, bond size, timing, tax rate levels, draft ballot measure language.	June 2013
13.	Adopt resolution calling for bond election.	Late July or Early August 2013
14.	<b>DELIVER RESOLUTION CALLING FOR ELECTION TO LOS ANGELES REGISTRAR OF VOTERS.</b>	<b>August 9, 2013</b>
15.	Bond Committee enters into contract with campaign consultant.	August 9, 2013
16.	Prepare tax rate statement, impartial analysis (bond counsel, county counsel), pro-ballot argument (committee, campaign consultant) for voter pamphlet.	August 10, 2013
17.	Fund raising by Bond Committee.	August/Sept/Oct 2013
18.	Conduct campaign.	August/Sept/Oct 2013
19.	<b>ELECTION.</b>	<b>November 5, 2013</b>
20.	Election results certified.	December 5 2013
21.	District Governing Board adopts resolution authorizing the issuance of bonds.	January/February 2014
22.	Prepare official statement; obtain bond ratings.	February 2014
23.	Sell bonds.	February 2014
24.	Receipt of bond money.	March 2014

# Bonding Over Struggle to Be No. 1

By William Arthur Haynes  
Daily Journal Staff Writer

**SAN FRANCISCO** — David Casnocha is content being in the shadow of a behemoth — for now.

In the meantime, Stradling Yocca Carlson & Rauth is positioning itself to inherit the top bond counsel spot in California in due time, according to the firm's San Francisco managing partner.

Stradling's 30-attorney group has averaged 200 California bond deals since 2001 from its five offices up and down the state. Casnocha personally works on half of them.

Casnocha — dressed in stylish but conservative power blue suits, professorial spectacles and a handkerchief mustache — resembles a dean in the ivory towers of academia, which is fitting, considering that the state's education apparatus is his forte. Casnocha serves as bond counsel to 300 of California's 1,064 school districts and nearly all the state's 78 community college districts.

Casnocha buried his revenue bond financing acumen at California's network of primary and secondary school districts in the mid-1980s when certain financing methods, such as certificates of participation, were just coming into vogue.

Back then, "lawyers and bankers were becoming highly specialized in certain project financings," Casnocha said. "The general market place, particularly for K-14 districts (kindergarten through two-year community college), was almost completely ignored," he said.

It quickly became clear to Casnocha that all of the financing vehicles used for cities and big borrowers could be applied to K-14 districts.

Today, those financing vehicles and the structuring techniques Casnocha and other Stradling attorneys helped develop are commonplace in public finance practices industry-wide, he said.

The Bond Buyer, a daily trade publication dedicated to the sector, continues to highlight the group's strength. From 2003 to 2005, the publication ranked Stradling's public law group second in California based on dollar volume of bond deals completed.

Only two firms were more prolific in 2005. Orrick, Herrington & Sutcliffe, a thousand-attorney global firm with a renewed municipal

bond practice, perennially tops the leader board, both in California and the nationwide. The firm's 90-lawyer practice spreads throughout its offices in San Francisco, Los Angeles, Sacramento, Portland, Seattle, New York and Washington, D.C.

Last year, Orrick completed 287 California deals amounting to \$19 billion, according to statistics compiled by Thomson Financial. No. 3 Stradling was bond counsel on 125 deals, worth \$4.6 billion, behind the 18-attorney municipal finance boutique Jones Hall of San Francisco. The Jones Hall firm counseled 192 deals worth \$5.3 billion in 2005.

Nationally, Orrick counseled 430 deals last year worth \$31.4 billion — \$6 billion of which came from four of the year's 10 largest bond sales. Stradling ranked 19 on the national scale on its California deals alone.

But no one at Stradling, which focuses more on local bond issues, is complaining, Casnocha said.

"The reason we're not No. 1 is that we don't have nearly as many assignments in the state of California or as steady a stream of state business as Orrick gets," Casnocha said. "There are some very big dollar amounts that go with some of those assignments."

It's difficult for a firm one-tenth the size to compete if the standard is the volume of business done. Orrick's roster prowess is both an asset and a liability, Casnocha said.

"That's the good news for them and the bad news for them," he said. "The challenge that Orrick has is that they've experienced significant growth in nonpublic finance areas, and consequently the public finance practice of any firm that size is an increasingly diminishing percentage of the whole."

Comments from Robert Feyer, a senior partner in Orrick's public finance group, made Orrick seem like the wrong example to use.

"That firm's public finance practice is thriving, growing, profitable and 'has as bright a future as it's ever had,'" he said.

"I understand what David's saying. From the outside looking in, that's what one might conclude," Feyer said. "That very well might be the case at other large firms, and there's history to support that some global firms have de-emphasized public finance."

Public finance has been a main-

stay of Orrick's reputation for a century, said Feyer, who conceded that Stradling did house some Orrick alumni.

In order to succeed in the kind of law firm Orrick has become, Feyer acknowledged the practice has become efficient by relying more on technology, nonlawyer staff and premium billing work.

"By virtue of our reputation, our expertise and the ranking we get from that, we're able to access the higher-end part of this practice," Feyer said. "We are sought out by the people trying to do the most sophisticated transactions, so that has allowed the practice to continue to thrive."

Casnocha said the firm remains focused on the business in the backyard.

"We're 100 percent of what we do, and they're a declining percentage of what that firm does," Casnocha said. "You can't go to China and grow doing school bonds for the Firebaugh School District in Fresno County. There's a disconnect there."

The nice thing about public finance, many in the practice would admit, is that society needs infrastructure.

"Public projects get financed because there is a societal need for them," Casnocha said. "And there are very few white elephants in the public sector."

In other words, business will continue to flow and Stradling will grow by leveraging the expertise in-house and relying on the exposure of success and the recognition.

Carol Lew, a tax partner in the firm's Orange County office, has been working to develop the firm's national recognition in the delivery of bond counsel opinions — a task made a little easier by virtue of her recent election to head the National Association of Bond Lawyers.

Lew has served on the association's board of directors for several years and chaired the tax-exempt financing committee of the American Bar Association's Tax Section.

"We want to promote a high level of practice in this area dealing with sophisticated transactions," Lew said. "You do that by interfacing with other firms that do that and by basically being part of the process relating to the development of the law."

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## Industry Watch

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**CULVER CITY UNIFIED SCHOOL DISTRICT**

**“Funding Technology or Small Repair Project Endowments with General Obligation Bonds”**

To the extent Culver City USD considers a 2013 or 2014 Proposition 39 bond election, the Governing Board will be legally obligated to evaluate the District's class size, computer and information technology and student safety needs in developing a list of projects to be funded with the bonds. The expansion of technology based instruction and the enhancement of classroom computers, technology and multi-media capabilities to enhance instruction are frequently among the cornerstones of many districts' bond programs. Generally a commitment to technology based instruction requires an ongoing source of funding to integrate new technologies as they are developed, and equipment into the curriculum.

Oftentimes as important as technology, districts use bond funds to make critical facility upgrades to buildings. While one-time expenditures for such projects are funded with bond funds, districts may ignore the hidden costs of facility maintenance or ongoing facility upgrades required to ensure that the district's facility inventory is kept in good working order. Those expenses may be unnecessary encroachments on the general fund.

Recognizing that some districts would benefit from a long-term source of funding for both technology upgrades and scheduled maintenance/capital projects, voters frequently approve the establishment of technology and “small capital repair” endowment funds to facilitate the ongoing requirements for technology and facility upgrades throughout the district.

In order to create and fund a technology endowment, a district must dedicate all of the proceeds of a series of tax-exempt bonds for this purpose at the time of issuance, deposit those proceeds into a designated Building Fund held by the County Tax Collector-Treasurer (or an agent of the County) and restrict the investment of those proceeds to tax-exempt municipal bonds which are not subject to the alternative minimum tax. By monitoring the investment of the bond proceeds in this fashion, Federal income tax regulations which would otherwise have required the district to spend the proceeds of a series of bonds within three years would not be applicable. Investing all of the proceeds of a series of bonds in tax-exempt municipal bonds permits these endowment funds, along with the interest earnings thereon, to remain on deposit and available to the district as an endowment for technology/capital projects for an indefinite period of time.

With increasing frequency, districts are electing to sell taxable bonds to fund a technology endowment. Taxable borrowing rates are comparatively low. There is significantly more flexibility with a taxable bond funded endowment: greater investment of proceeds options, no constraints on the terms of the bonds, broader range of the use of proceeds (technology license payments are fundable),

and no limits on the percentage of soft costs (non-capital charges) which can be paid from a bond issue.

Further, one practical consequence of establishing a technology or capital upgrade endowment is that it would permit a district to allocate a portion of the costs of its technology and facility departments, including staff salaries, to bond funding. In accordance with the opinion of the Attorney General staff salaries associated with the implementation of a bond project can be paid from bond proceeds. To the extent technology/capital upgrade "bond" projects will be extended over a period of years would provide a basis to shift technology/capital upgrade personnel expenses to the district's bond funds.

While monies deposited into this type of an endowment are expected to be spent only for technology or capital projects approved by the voters, a district could use all or a portion of the money for other voter approval purposes. Endowment funds are subject to all of the Proposition 39 requirements, including oversight by an independent oversight committee established pursuant to the requirements of Proposition 39. The primary difference between technology/capital upgrade funds deposited in an endowment and all other proceeds of the sale of tax-exempt bonds is that a district is not required to spend the endowment monies during any particular time period. Thus, when tax-exempt bonds are sold a district can determine to allocate any portion of its bond proceeds for this purpose and may size that borrowing based on a two, five, seven, or 10 year technology/capital upgrade drawdown plan. Throughout this period tax-exempt endowment monies held by County Tax-Collector/Treasurer must continue to be invested in tax-exempt municipal bonds. Investment profit earned within the endowment is not subject to arbitrage rebate.

Bond structuring for a tax-exempt bond funded technology/capital upgrade endowment is impacted, however, by the tax rule that limits the bond term. The weighted average maturity of a tax-exempt endowment bond cannot exceed 120% of the useful life of the projects that are financed with the proceeds of a bond issue.

The success of a technology/capital upgrade endowment might be measured by the amount of the initial deposit, the level of interest earnings that can be generated, the period of time over which the money is held, the prudent expenditure of the funds, and the ability of a district to maintain the fund balances in the endowment for future technology/capital upgrade needs of the District. For districts planning for a future bond election certain authorizing language in the ballot measure would be helpful in implementing an endowment program.

The withdrawal of money from the endowment is managed in the same way that all bond funds are withdrawn from the County Treasury and are not subject to any particular requirements. All Proposition 39 requirements would apply to bond money deposited into an endowment.

Please do not hesitate to call me if you have questions on this innovative approach to bond financing.

David G. Casnocha, Esq.  
Bond Counsel  
Stradling Yocca Carlson & Rauth  
415-283-2241  
dcasnocha@sycr.com

**14.3e Approval of Proposal from Keygent**

We have tentatively identified Keygent Advisors as the District's financial advisors for the Bond Team, subject to approval by the Board. Keygent Advisors comes highly recommended, and has already provided first-rate guidance as we discern the feasibility of placing a general obligation bond on an upcoming ballot.

**RECOMMENDED MOTION:** That the Board of Education for Culver City Unified School District approve the attached proposal and authorize the Superintendent to execute an agreement with Keygent.

**Moved by:**

**Seconded by:**

**Vote:**

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## **Culver City Unified School District**



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### **Statement of Qualifications Financial Advisory/Pricing Consultant Services**

**May 30, 2013**

**Southern California Office**  
999 N. Sepulveda Blvd., Suite 500  
El Segundo, CA 90245  
(310) 322-4222

**Northern California Office**  
338 Spear St., Suite 23D  
San Francisco, CA 94105  
(415) 273-9068





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**A. KEYGENT DESCRIPTION**

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**Background Information**

Keygent's team is uniquely qualified to assist the Culver City Unified School District ("District") with its future financing plans.

Keygent specializes in providing independent, strategic financial advisory/debt structuring services solely to California K-14 districts. *Unlike numerous other financial advisory firms, we do not also serve as a campaign strategist, state facility funding consultant, special tax consultant, facility master plan developer, or investment bank serving as financial advisor.* Our exclusive focus on providing financial advisory services eliminates any conflicts of interest between any competing services and allows us to provide the highest level of financial expertise.

**Extensive Education Experience**

Keygent's education professionals have assisted hundreds of California school districts and community colleges in a variety of financial matters over the last 20 years. We have worked with a diverse group of school districts – small and large, urban and rural, revenue limit and basic aid. We understand the financial and political (statewide, regional and local) issues facing California public educational entities.

Since 2008, Keygent's senior advisors have structured nearly \$5.5 billion in par amount for California educational entities. Keygent's team consists of professionals who have specific expertise and have advised on numerous debt financings involving general obligation bonds ("GO Bonds"), bond anticipation notes ("BANs"), certificates of participation ("COPs"), tax and revenue anticipation notes ("TRANS"), special tax bonds ("CFD Bonds"), other post-employment benefit bonds ("OPEB Bonds"), refundings, and restructurings.

**Los Angeles County Experience**

Keygent has significant experience with educational entities in Los Angeles County and has developed excellent working relationships with the offices of the Los Angeles County Treasurer-Tax Collector and Auditor-Controller. Additionally, Keygent has a strong understanding of the County's involvement and philosophy related to general obligation bonds issued by school districts. Keygent currently serves as financial advisor to:

- Beverly Hills Unified School District
- Bonita Unified School District
- Centinela Valley Union High School District
- Charter Oak Unified School District
- Glendale Unified School District
- Lawndale Elementary School District
- Little Lake City School District
- Long Beach Unified School District
- Newhall School District
- San Marino Unified School District
- Santa Monica-Malibu Unified School District
- Santa Clarita Community College District
- South Pasadena Unified School District
- Sulphur Springs Union School District
- Saugus Union School District
- Walnut Valley Unified School District

**B. REFERENCES**

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We believe that our experience, expertise and value cannot be justified by the content of our written proposal, but rather can only be substantiated by current clients who have experienced the results of our advice. Following is a list of references for Los Angeles County school districts for which we have served as financial advisor.

**Beverly Hills Unified School District**

Dr. Gary Woods  
Superintendent  
gwoods@bhUSD.org  
(310) 551-5100

**Centinela Valley Union High School District**

Jose Fernandez  
Superintendent  
fernandezj@centinela.k12.ca.us  
(310) 263-3201

**Dr. Dawnalyn Murakawa-Leopard**

Chief Administrative Officer  
dmurakawa@bhUSD.org  
(310) 551-5100 x2239

**Ron Hacker**

Assistant Superintendent, Business Services  
hackerr@centinela.k12.ca.us  
(310) 263-3220

**Glendale Unified School District**

Dr. Richard Sheehan  
Superintendent  
dsheehan@gUSD.net  
(818) 241-3111 x215

**Little Lake City School District**

Superintendent  
Dr. Phillip Pérez  
phillip\_perez@littl lake.k12.ca.us  
(562) 868-8241 x2223

**Eva Lueck**

Chief Business & Financial Officer  
elueck@gUSD.net  
(818) 241-3111 x271

**Thomas Ancell**

Assistant Superintendent, Business Services  
thomas\_ancell@littl lake.k12.ca.us  
(562) 868-8241 x2248

**Long Beach Unified School District**

Dr. James Novak  
Chief Business & Financial Officer  
janovak@lbschools.net  
(562) 997-8189

**Santa Monica-Malibu Unified School District**

Sandra Lyon  
Superintendent  
slyon@smmusd.org  
(310) 450-8338 x70241

**Yumi Takahashi**

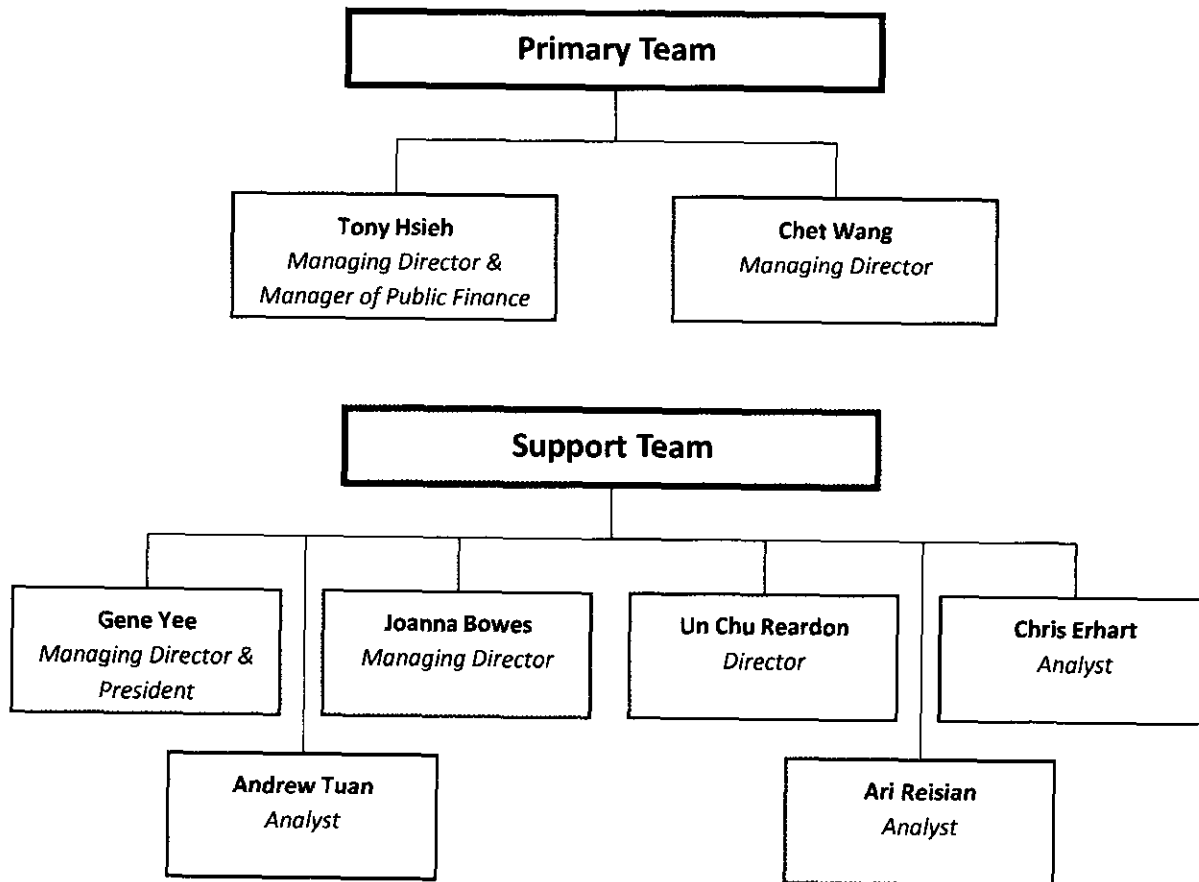
Financial Services Officer  
ytakahashi@lbschools.net  
(562) 997-8193

**Janece Maez**

Asst. Supt., Business and Fiscal Services/CFO  
jan.maez@smmusd.org  
(310) 450-8338 x70268

**C. ORGANIZATIONAL STRUCTURE**

Keygent will provide the District with a team of professionals who have an unparalleled level of expertise, experience, integrity, and prudence. The District's primary team will be composed of Tony Hsieh and Chet Wang. Gene Yee and Joanna Bowes will take an active role in the credit and structuring aspects of the financings. Un Chu Reardon and Chris Erhart will provide primary analytical support while Andrew Tuan and Ari Reisian will provide secondary analytical and primary administrative support throughout our engagement. Brief resumes are available in Appendix A.



**D. SCOPE OF SERVICES**

We understand that the District is considering either a financial advisor or a pricing consultant. We highly recommend the District choose a financial advisor over a pricing consultant. A financial advisor serves as a fiduciary to the District on all financial matters related to the bond measure, including but not limited to, bond structure, tax rate management, fairness of interest rates, and competitiveness of financing fees. A pricing consultant only comments on interest rates on the day preceding and the day of the bond sales. Under a pricing consultant arrangement, the only party that would oversee the structuring of bonds would be the District's underwriter. The Municipal Standards Rulemaking Board has recently made it clear that underwriters have no fiduciary duty to public agencies that issue bonds. Following is a scope of services for both financial advisor and pricing consultant.

<u>Financial Advisory Services</u>	<u>Pricing Consultant Services</u>
<p><b><i>Pre-Election Services</i></b></p> <ul style="list-style-type: none"> <li>• Meet with the District to determine financing goals.</li> <li>• Prepare financial models using different assumptions and bond issuance schedules.</li> <li>• Develop a long-term financing plan to meet the District's cash flow needs and tax rate target.</li> <li>• Coordinate efforts with the District, voter survey consultant, elections consultant, bond counsel, and the County offices in the preparation of necessary documents for the election process and projected tax rate schedules.</li> <li>• Prepare the District's tax rate statement to be included in the voter pamphlet and review the tax rate statement with the County offices.</li> <li>• Attend any Board and community outreach or information meetings as requested by District.</li> </ul> <p><b><i>Post-Election Services</i></b></p> <ul style="list-style-type: none"> <li>• Manage and lead team toward successful issuance of bond financings.</li> <li>• Attend working group meetings and Board meetings at the District's request.</li> <li>• Advise the District regarding the structure, terms, method of sale (negotiated or competitive), and timing of sale.</li> <li>• Assist the District in the selection and negotiation of fees for underwriter (if negotiated sale) and bond counsel, if requested.</li> </ul>	

- Develop a credit rating and bond insurance (if required) strategy, prepare materials for review and prepare the District for the presentation.
  - Prepare an in-depth presentation for the rating meetings or conference calls that highlight the District's administration, achievements, finances, local economy and demographics, tax base, and financing plans.
  - Coach District administration on how to answer questions from the rating analysts so that they are prepared for many of the complex questions that may arise.
- If a negotiated sale is used, work hand-in-hand with the underwriter(s) to make sure that all potential investors' questions are accurately addressed and ensure that the underwriter(s) begin notifying investors as early in the financing process as possible, providing them sufficient time to review the District's preliminary official statement.
  - Evaluate proposed interest rates and financing terms against market comparables to ensure fair market interest rates are achieved.
  - Prepare post-pricing book to document market events and pricing results.
- Work closely with Bond Counsel in determining financial specifications and provisions necessary to prepare legal documentation.
- Independently review all legal documentation, including closing documents, for completeness and compliance with customary practices.
- Prepare materials which update the District's administration, Board and public of the results of the bond sale.
- Provide routine consultation to the District as reasonably requested on bond-related issues.
- Provide ongoing administrative assistance with bond-related issues.
- Monitor all outstanding financings for refinancing opportunities.
- Assist with credit rating maintenance.

- Evaluate proposed interest rates and financing terms against market comparables to ensure fair market interest rates are achieved.
- Prepare post-pricing book to document market events and pricing results.

**E. COMPUTER PROGRAMS AND RESOURCES**

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Keygent has the resources to act as the District's independent financial advisor. In addition to a full-time dedicated team of professionals, Keygent has the advanced technological and informational resources to ensure the highest level of service. Keygent's professionals currently use bond sizing software as well as in-house proprietary quantitative models to structure and verify financings. The use of bond sizing software complements our technical and quantitative expertise. We have a comprehensive understanding of the municipal bond market on a daily basis by maintaining an active Bloomberg terminal and a subscription to the Thomson Municipal Market Monitor by Thomson Reuters ("TM3"). The market is extremely dynamic and the Bloomberg terminal and TM3 allow us to provide up-to-date analysis and make recommendations with the most current market information.

The Bloomberg terminal, TM3 and bond sizing software are costly additions to any firm, but are essential to ensuring (i) that we are not beholden to any other firms for information, and (ii) that intricate calculations and structurings are done in an accurate and timely fashion.

**F. FEES**

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Keygent works on a fully contingent basis and is not compensated unless the District's prospective financings are successfully completed. Our proposed fee schedule and expenses per financing are as follows:

If serving as financial advisor:

Per series of bonds: \$65,000

Expenses: Direct out-of-pocket expenses such as travel for District-requested meetings and rating agency meetings are to be approved by the District and are not-to-exceed \$2,500 per financing, unless out of state travel is required. Keygent's fees and expenses would be paid from financing proceeds.

If serving as pricing consultant:

Per series of bonds: \$5,000

Keygent does not charge any additional fees (such as hourly fees) for quantitative analysis related to pre-election bond work.

***While we believe our fees fairly represent the value of our services, they are subordinate to our priority of establishing a relationship and providing high level financial advisory services to the District. If the District is more comfortable with another fee structure, we are certainly flexible and open to another alternative.***

**G. DISTINGUISHING CHARACTERISTICS**

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Keygent's professionals are well versed in successfully managing and implementing bond programs. We work closely with District administration to offer comprehensive analysis to explore all viable options to meet the District's projected needs on time and to stay within financing and legal parameters, while being as cost-effective as possible. We distinguish ourselves from our competitors through our:

***Understanding of the District***

- We have an in-depth understanding of the District's (1) tax base, (2) debt profile, (3) bonding capacity, and (4) demographics. Using our sophisticated in-house quantitative programs, we have developed conceptual models of the District's debt profile in Appendix B, and prospective bond program in Appendix C.

***Focus on Serving in Capacity of Financial Advisor***

- Keygent serves solely as a financial advisor and not in any other role such as a campaign strategist.
- Our advice is based on our municipal bond market expertise and rigorous quantitative analysis, not on other conflicting interests.

***Exclusive Focus on California Education Finance***

- California education finance is highly specialized; our exclusive focus enables us to offer advanced, effective, and prudent advice.
- There are currently two pieces of legislation that will have a significant impact on California education bond financings, AB 182 and AB 621 (summarized in Appendix D). Keygent has been at the forefront of advising our clients on the ramifications of the likely passage of the bills.

***Large Financial Advisory Practice***

- Keygent is one of the largest financial advisory firms in California in terms of the number of senior advisors dedicated to California education finance. Keygent's five senior advisors collectively have over 75 years of experience in municipal finance.

***Bond Underwriting Experience***

- Keygent is one of a few California-education-focused financial advisory firms with professionals that have direct underwriting experience – this enables us to comprehend, evaluate and address the issues that may be present in all stages of a financing.
- All of Keygent's senior advisors have previous bond underwriting experience at major investment banks.

***Technical Expertise***

- Keygent's professionals are highly trained in quantitative analysis and have extensive experience in feasibility and sensitivity analysis using quantitative methods. Our capabilities allow us to think "outside the box" and use quantitative modeling to support and validate our ideas and concepts.



***Technology Bond Expertise***

- Keygent structured the first technology-only bond with Tustin Unified School District's successful \$135 million election in November 2012. A technology bond has many unique characteristics that differentiate it from a traditional "bricks and mortar" bond such as useful life considerations, reinvestment of proceeds and tax rules.
- Keygent has the necessary experience and expertise to guide districts considering technology as a major component of a bond program.

***Los Angeles County Experience***

- Keygent's professionals have a deep understanding of California education finance in Los Angeles County, having advised numerous local districts including Beverly Hills Unified, Bonita Unified, Centinela Valley Union High, Charter Oak Unified, Glendale Unified, Lawndale Elementary, Little Lake City, Long Beach Unified, Newhall, San Marino Unified, Santa Monica-Malibu Unified, South Pasadena Unified, Sulphur Springs Union, Saugus Union, Walnut Valley Unified School Districts and Santa Clarita Community College District.

***Independent Financial and Strategic Advice***

- Keygent is 100% employee-owned; therefore, our advisory services are not influenced or compromised by outside parties or a corporate parent or subsidiary.

***Commitment to Integrity and Prudence***

- Keygent holds integrity and prudence in the highest regard when providing financial advice to our clients.
- While these values can create conflicting and adversarial situations with other financing team members, we will not sacrifice our clients' best interests "just to get a deal done." We recognize the importance of our fiduciary responsibility.

***Tailored Solutions***

- We are receptive to each of our client's needs and design tailored solutions that are in their best interest. In doing so, we receive all input, establish priorities and goals, develop multiple financing options, detail the benefits and disadvantages of each financing option, and re-evaluate options.

***Commitment to the Long-term Success of our Clients***

- We have a long track record of serving California educational entities and maintaining strong working relationships.
- We view our client relationships as work-in-progress and provide analytical and administrative support on an ongoing basis rather than on a transactional basis.

**APPENDIX A: RESUMES**

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**Tony Hsieh, Managing Director & Manager of Public Finance**

Mr. Hsieh has been advising clients on strategic and financial matters for over a decade. At Keygent, he manages the Public Finance Department which is focused on providing California educational entities with independent strategic and quantitative advice. He is widely known for his expertise in debt refinancing and structuring. Prior to joining Keygent, Mr. Hsieh was a Senior Vice President in Piper Jaffray's California Education Public Finance Group, where he specialized in advising California school districts in a wide variety of financings. He has structured financings for over 400 California educational entities totaling over \$12 billion. Mr. Hsieh has a B.A. in Economics from UCLA.

**Chet Wang, Managing Director**

Mr. Wang has over nine years of financial industry experience. Over the last eight years, he has exclusively provided investment banking and advisory services to California educational entities. At Keygent, he has oversight of managing the firm's technical and quantitative efforts. He has expertise in debt and bonding capacity studies, cash flow analysis, restructuring models, interest rate sensitivity analysis, and credit analysis. Prior to joining Keygent, Mr. Wang was an Associate in Piper Jaffray's California Education Public Finance Group, where he was responsible for technical and quantitative analysis. He has structured financings for over 200 California educational entities totaling over \$5 billion. Mr. Wang has a B.A. in Business Economics and Communications from UCLA.

**Gene Yee, President & Managing Director**

Mr. Yee has over 20 years of senior leadership experience and is highly regarded for his knowledge of education finance and business operations. Prior to founding Keygent, Mr. Yee was a Managing Director at Piper Jaffray & Co., responsible for its California Education Public Finance Group. Mr. Yee also served on Piper Jaffray's Public Finance Operating Committee. In working with over 450 municipal clients, he provided debt capacity studies, cash flow analysis and strategic credit analysis. Mr. Yee structured a wide variety of financings totaling over \$11 billion for California municipal entities. Mr. Yee has a B.A. in Economics/International Studies from UCLA, a J.D. from the University of San Francisco School of Law and an M.B.A. from the Anderson School of Management at UCLA. Mr. Yee is a member of the California State Bar.

**Joanna Bowes, Managing Director**

Ms. Bowes has worked in the municipal bond business for over 23 years and has developed particular expertise in the structuring, marketing and pricing of municipal bonds. Her experiences as an underwriter and investment banker have given her a broad perspective of the municipal market. Prior to joining Keygent, Ms. Bowes was a senior advisor at KNN Public Finance, an investment banker and manager for Wachovia, Prudential Securities (formerly A.G. Edwards), and a Vice President for Fidelity Investments. She is a member of CSBA and CASBO and is a participating speaker for CDIAC seminars. Ms. Bowes has a B.A. from Pace University and an M.B.A. from the University of Connecticut.

**Un Chu Reardon, Director**

Ms. Reardon has over 15 years of experience in the financial industry. Prior to joining Keygent, she exclusively provided investment banking and advisory services to California entities. At Keygent, she oversees various bond programs and works with the managing directors to provide oversight to the firm's technical and quantitative efforts. Ms. Reardon was an investment banker for Stone & Youngberg's Public Finance Group, where she was responsible for quantitative analysis. She has structured financings for over 200 California entities totaling over \$6 billion. Ms. Reardon has B.A.'s in international studies with an emphasis in economics and in anthropology, both from the University of Washington.

**Chris Erhart, Analyst**

Ms. Erhart joined Keygent in 2011 as an Analyst. Ms. Erhart provides analytical, transactional, and administrative support for California education financings. She has participated in California education financings totaling nearly \$1.5 billion. Ms. Erhart has a B.B.A. with an emphasis in finance and an M.B.A. from Loyola Marymount University.

**Andrew Tuan, Analyst**

Mr. Tuan joined Keygent in 2011 as an Analyst. Mr. Tuan provides transactional and administrative support for Keygent's California education financings. He also participates in the preparation and dissemination of continuing disclosure reports. Mr. Tuan has a B.A. with an emphasis in finance from California State University, Fullerton.

**Ari Reisian, Analyst**

Mr. Reisian joined Keygent in 2011 as an Analyst. He plays an active role in providing quantitative, transactional and administrative support for California public entities. Prior to joining Keygent, Mr. Reisian gained extensive experience supporting the Investment Management and Economic Strategy Department at a Registered Investment Advisory (RIA) firm. Mr. Reisian has a B.A. in Political Science with a concentration in public affairs and political economy, graduating Cume Laude from the University of California, Los Angeles.

APPENDIX B: DEBT PROFILE

Summary of Outstanding General Obligation Bonds

Issue Date	Issue Amount	Description	Original Optional Redemption	Current Final Maturity	Outstanding
2/20/1997	\$ 10,000,000.00	General Obligation Bonds, Election of 1996, Series 1997	N/A	N/A	\$ - (1)
2/19/1998	20,000,000.00	General Obligation Bonds Election of 1996, Series 1998	N/A	N/A	- (1)
5/27/1999	10,000,000.00	General Obligation Bonds Election of 1996, Series 1999	N/A	N/A	- (1)
<b>Total</b>	<b>\$ 40,000,000.00</b>				<b>\$ -</b>

General Obligation Refunding Bonds

Issue Date	Issue Amount	Description	Original Optional Redemption	Current Final Maturity	Outstanding
11/16/2005	\$ 37,795,000.00	General Obligation Refunding Bonds, Series 2005 (2)	N/A	8/1/2033	\$ 33,880,000.00
<b>Total</b>	<b>\$ 37,795,000.00</b>				<b>\$ 33,880,000.00</b>
<b>Total Outstanding General Obligation Bonds:</b>					<b>\$ 33,880,000.00</b>

(1) Called by the General Obligation Refunding Bonds, Series 2005.

(2) The District issued its General Obligation Refunding Bonds, Series 2005 in conjunction with the Culver City School Facilities Financing Authority Revenue Bonds, Series 2005.

CULVER CITY UNIFIED SCHOOL DISTRICT

STATEMENT OF QUALIFICATIONS FOR FINANCIAL ADVISORY/PRICING CONSULTANT SERVICES

Annual Debt Service Schedules

Bond Year (August 1)	[REDACTED]				Culver City School Facilities Financing Authority Revenue Bonds, Series 2005			
	Principal	Rate (%)	Interest	Debt Service	Principal	Rate (%)	Interest	Debt Service
2013	\$ 875,000	4.850	\$ 930,169	\$ 1,805,169	\$ 900,000	4.00/4.50	\$ 919,950	\$ 1,819,950
2014	910,000	4.900	1,817,900	2,727,900	920,000	4.375	1,801,400	2,721,400
2015	970,000	5.050	1,773,310	2,743,310	980,000	4.50/5.00	1,761,150	2,741,150
2016	1,015,000	5.150	1,724,325	2,739,325	1,025,000	4.500	1,715,375	2,740,375
2017	1,065,000	5.250	1,672,053	2,737,053	1,075,000	5.500	1,669,250	2,744,250
2018	1,125,000	5.300	1,616,140	2,741,140	1,125,000	5.500	1,610,125	2,735,125
2019	1,185,000	5.350	1,556,515	2,741,515	1,200,000	5.500	1,548,250	2,748,250
2020	1,250,000	5.350	1,493,118	2,743,118	1,260,000	5.500	1,482,250	2,742,250
2021	1,320,000	5.450	1,426,243	2,746,243	1,335,000	5.500	1,412,950	2,747,950
2022	1,395,000	5.450	1,354,303	2,749,303	1,410,000	5.500	1,339,525	2,749,525
2023	1,475,000	5.550	1,278,275	2,753,275	1,490,000	5.500	1,261,975	2,751,975
2024	1,550,000	5.550	1,196,413	2,746,413	1,570,000	5.500	1,180,025	2,750,025
2025	1,640,000	5.550	1,110,388	2,750,388	1,655,000	5.500	1,093,675	2,748,675
2026	1,730,000	5.550	1,019,368	2,749,368	1,750,000	5.500	1,002,650	2,752,650
2027	1,835,000	5.550	923,353	2,758,353	1,850,000	5.500	906,400	2,756,400
2028	1,940,000	5.650	821,510	2,761,510	1,960,000	5.500	804,650	2,764,650
2029	2,055,000	5.650	711,900	2,766,900	2,070,000	5.500	696,850	2,766,850
2030	2,170,000	5.650	595,793	2,765,793	2,185,000	5.500	583,000	2,768,000
2031	2,590,000	5.650	473,188	3,063,188	2,610,000	5.500	462,825	3,072,825
2032	2,725,000	5.650	326,853	3,051,853	2,735,000	5.500	319,275	3,054,275
2033	3,060,000	5.650	172,890	3,232,890	3,070,000	5.500	168,850	3,238,850
<b>Total</b>	<b>\$ 33,880,000</b>		<b>\$ 23,994,001</b>	<b>\$ 57,874,001</b>	<b>\$ 34,175,000</b>		<b>\$ 23,740,400</b>	<b>\$ 57,915,400</b>

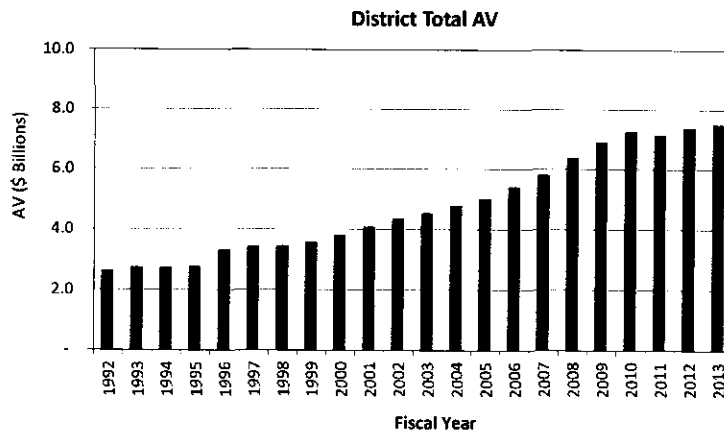
(1) Serves as a repayment source for the Culver City School Facilities Financing Authority Revenue Bonds, Series 2005.

**CULVER CITY UNIFIED SCHOOL DISTRICT**  
**STATEMENT OF QUALIFICATIONS FOR FINANCIAL ADVISORY/PRICING CONSULTANT SERVICES**

**Assessed Valuations**

Like many California school districts, assessed values ("AV") in the District have been negatively impacted by the real estate decline

<b>FY</b>	<b>Total AV <sup>(1)</sup></b>	<b>Annual % Change</b>
1992	2,635,024,762	
1993	2,751,917,103	4.44 %
1994	2,758,073,359	0.22
1995	2,771,952,070	0.50
1996	3,338,439,479	20.44
1997	3,437,410,797	2.96
1998	3,474,808,705	1.09
1999	3,581,147,331	3.06
2000	3,825,710,278	6.83
2001	4,096,092,365	7.07
2002	4,379,401,355	6.92
2003	4,542,277,379	3.72
2004	4,805,239,644	5.79
2005	5,049,719,224	5.09
2006	5,420,357,507	7.34
2007	5,826,534,603	7.49
2008	6,385,208,602	9.59
2009	6,909,032,698	8.20
2010	7,292,924,727	5.56
2011	7,167,262,570	-1.72
2012	7,400,746,648	3.26
2013	7,514,300,281	1.53



**Growth Statistics**

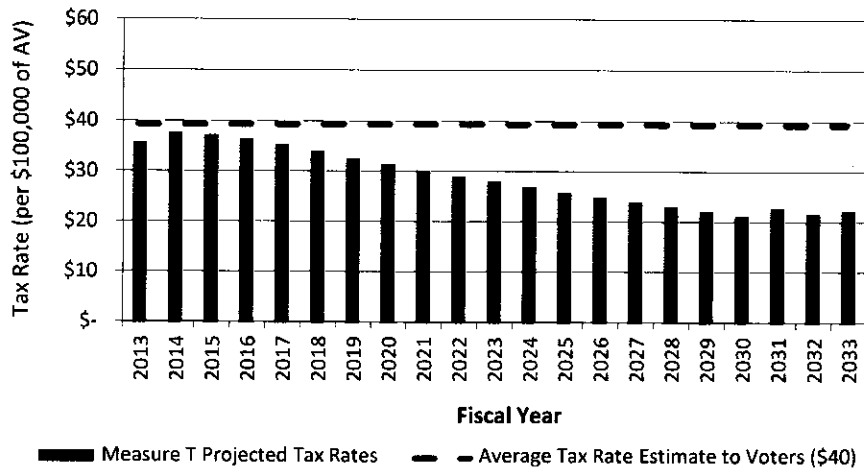
<b>Annualized Growth Rates:</b>		<b>Lowest Rolling Averages:</b>	
1-year:	1.53 %	3-year:	1.00 %
5-year:	3.31	5-year:	3.31
10-year:	5.16	10-year:	4.97
15-year:	5.28	15-year:	5.23
20-year:	5.15	20-year:	5.15

<sup>(1)</sup> Source: Los Angeles County and California Municipal Statistics, Inc.; data from 1992 to 2013.

**Projected Tax Rates**

FY	Assessed Value	Debt Service	Assumed AV Growth (%)	Projected Total Tax Rates <sup>(1)</sup>
2012 - 2013	\$ 7,514,300,281	\$ 2,735,338	1.53 <sup>(2)</sup>	\$ 36.12 <sup>(2)</sup>
2013 - 2014	7,627,009,011	2,727,900	1.50	38.03
2014 - 2015	7,741,408,371	2,743,310	1.50	37.53
2015 - 2016	7,896,228,839	2,739,325	2.00	36.73
2016 - 2017	8,133,104,155	2,737,053	3.00	35.61
2017 - 2018	8,458,412,922	2,741,140	4.00	34.27
2018 - 2019	8,796,734,040	2,741,515	4.00	32.96
2019 - 2020	9,148,588,003	2,743,118	4.00	31.71
2020 - 2021	9,514,516,124	2,746,243	4.00	30.53
2021 - 2022	9,895,081,370	2,749,303	4.00	29.38
2022 - 2023	10,290,869,226	2,753,275	4.00	28.30
2023 - 2024	10,702,488,596	2,746,413	4.00	27.13
2024 - 2025	11,130,572,740	2,750,388	4.00	26.13
2025 - 2026	11,575,780,251	2,749,368	4.00	25.12
2026 - 2027	12,038,796,062	2,758,353	4.00	24.24
2027 - 2028	12,520,332,505	2,761,510	4.00	23.33
2028 - 2029	13,021,130,407	2,766,900	4.00	22.47
2029 - 2030	13,541,960,224	2,765,793	4.00	21.60
2030 - 2031	14,083,623,234	3,063,188	4.00	23.15
2031 - 2032	14,646,952,764	3,051,853	4.00	22.02
2032 - 2033	15,232,815,476	3,232,890	4.00	22.53

**Projected Tax Rates**



<sup>(1)</sup> Per \$100,000 of AV.

<sup>(2)</sup> Actual.

**APPENDIX C: PROSPECTIVE BOND PROGRAM**

**Statutory Bonding Capacity**

The District's bonding capacity is a statutory limit on the amount of general obligation bonds that can be issued

- Based on:
  - Current AV multiplied by statutory debt limit factor
  - Less: outstanding general obligation bonds
- Increases as AV grows and outstanding general obligation bonds are paid
- Statutory debt limit factor of 2.50% of AV for unified school districts

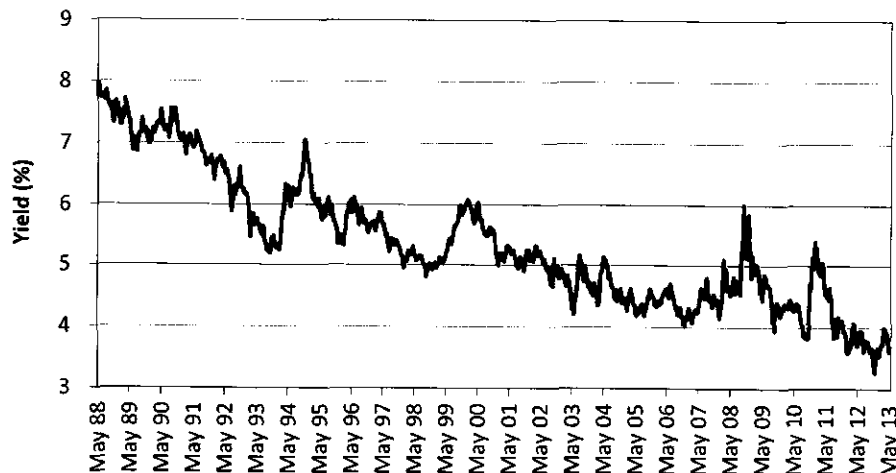
**Estimated Current Bonding Capacity <sup>(1)</sup>**

2012-13 Total AV	\$ 7,514,300,281
Statutory Debt Limit Factor	x 2.50%
Bonding Capacity	187,857,507
 Outstanding General Obligation Bonds	 (33,880,000)
 Available Bonding Capacity	 \$ 153,977,507

**Municipal Bond Interest Rates**

National municipal bond interest rates are currently near historic lows

**Bond Buyer General Obligation Bond Index <sup>(2)</sup>  
(1988 to Present)**



<sup>(1)</sup> Subject to confirmation by the Los Angeles County Auditor-Controller.

<sup>(2)</sup> Index reflects average yield to maturity of a sample of 20 general obligation bonds with 20-year maturities rated Aa2 by Moody's Investors Service and AA by Standard & Poor's. Source: The Bond Buyer & Bloomberg.



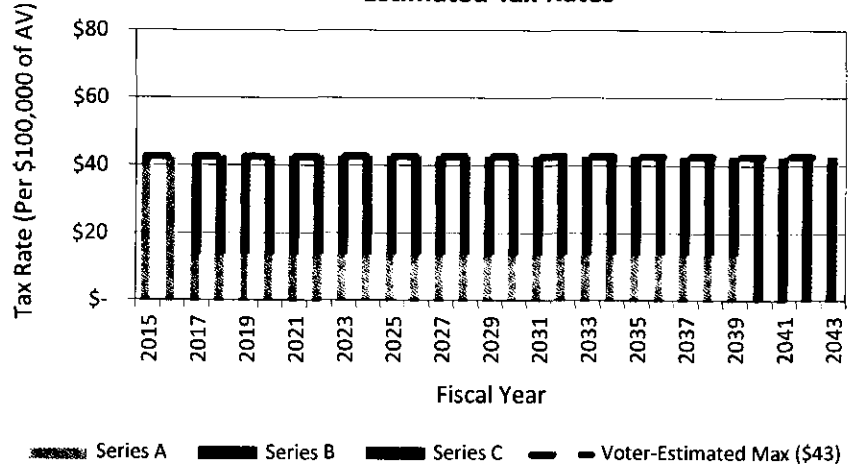
**Illustrative New Election Bonds**

Following is an illustrative bond program scenario that assumes a new tax in the amount of \$43 per \$100,000 of AV utilizing financings with a maximum term of 25 years. A sensitivity analysis is also provided to show the difference in authorization amounts achieved at various tax rates, long-term AV rates and interest rates. If selected as the District’s financial advisor, Keygent will work closely with the District to tailor any future bond programs according to the District’s facility needs and tax rate goals.

**Prospective Issuance Schedule <sup>(1)</sup>**

Issue	Issue Date	Proceeds
Series A	August 2014	\$ 25,000,000
Series B	August 2016	25,000,000
Series C	August 2018	25,000,000
<b>Total</b>		<b>\$ 75,000,000</b>

**Estimated Tax Rates**



**Sensitivity Analysis**

	Tax Rate	Long-Term AV	Interest Rate
Tax Rate:	<i>See below</i>	\$43	\$43
LT AV Growth:	4.0%	<i>See below</i>	4.0%
Interest Rate:	5.0% - 6.0%	5.0% - 6.0%	<i>See below</i>

Tax	Proceeds	Rate	Proceeds	Rate	Proceeds
\$60	\$105,000,000	4.5%	\$79,500,000	5.5%-6.5%	\$70,500,000
\$43	\$75,000,000	4.0%	\$75,000,000	5.0%-6.0%	\$75,000,000
\$20	\$35,000,000	3.5%	\$70,500,000	4.5%-5.5%	\$79,500,000

<sup>(1)</sup> Issuance schedule for illustrative purposes only. Actual amounts and dates will be tailored to the District’s facility needs. Assumes AV growth rates of 1.5% for 2013-14, 1.5% for 2014-15, 2.0% for 2015-16, 3.0% for 2016-17, and 4% annually thereafter and the County of Los Angeles assumed delinquency of 6% for secured AV. Assumes interest rates of 5.00% - 6.00%.





**APPENDIX D: CALIFORNIA K-14 GENERAL OBLIGATION BOND CLIMATE**

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**Assembly Bill 182**

Introduced on January 24, 2013 to limit school district bond financings. Potential changes include:

- **Limiting the maximum maturity of a bond from 40 years to 25 years**
- **Establishing a maximum debt service repayment ratio for each bond series of 4 to 1**
- Reducing the maximum interest rate on a bond from 12 percent to 8 percent
- Requiring public analysis if CABs are to be utilized
- Requiring CABs be subject to redemption after 10 years
- Requiring one of three governmental entities to approve school district bond financing plans
  - County board of supervisors
  - County superintendent of schools
  - Governing board of overlapping community college district
- **A school district with a note issued before December 31, 2013 may seek a one-time waiver from certain requirements of AB 182 from the State Board of Education if two conditions are met:**
  - The proceeds of the issuance can be used only for the note repayment
  - An analysis is provided from a financial advisor unaffiliated with the school district or the underwriter used by the school district showing:
    - The total overall costs of the proposed bond
    - How the issuance is the most cost-effective method
    - Reasons why the district is unable to meet the above proposed changes

**Assembly Bill 621**

Introduced on February 20, 2013 to prevent bond financing team members from providing bond campaign services. Potential changes include:

- Prohibiting a local agency from entering into a financial advisory, legal advisory, or underwriting relationship with a firm that provided or will provide bond campaign services
  - Applies to bond issues that require voter approval on or after January 1, 2014
- Bond campaign services include:
  - Fundraising and organization of campaign volunteers
  - Donation to the bond campaign
  - Public opinion polling and get-out-the-vote services
  - Election strategy and management
  - Development of campaign literature and advocacy materials