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# BOARD OF EDUCATION MEETING AND WORKSHOP

**Board of Education Members**

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Grace Phillips, (Trustee Area 7)  
Isa Sheikh, Student Member

**Thursday, August 5, 2021**

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

**6:00 p.m. Open Session**

**Serna Center**

Community Conference Rooms  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## AGENDA

2021/22-1

*Allotted Time*

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

**NOTICE OF PUBLIC ATTENDANCE BY LIVESTREAM**

**Members of the public who wish to attend the meeting may do so by livestream at:**  
**<https://www.scusd.edu/post/watch-meeting-live>**

***No physical location of the meeting will be provided to the public.***

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

**NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

***Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/BoardMeetingAugust5>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline for closed and open session items shall be no later than noon, August 5. Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.***

### 3.0 **CLOSED SESSION**

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

- 3.1 *Government Code 54956.9 - Conference with Legal Counsel:
  - a) *Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (Two Potential Cases)**
  
- 3.2 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)*
  
- 3.3 *Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment*
  
- 3.4 *Government Code 54957 – Public Employee Appointment
  - a) *Assistant Superintendent, Curriculum and Instruction*
  - b) *Principal, Crocker/Riverside Elementary School*
  - c) *Principal, Elder Creek Elementary School*
  - d) *Principal, H. W. Harkness Elementary School*
  - e) *Principal, Woodbine Elementary School*
  - f) *Principal, Kit Carson International Academy, an I. B. World School**

6:00 p.m. **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

- 4.1 *The Pledge of Allegiance*
  
- 4.2 *Welcome Student Board Member Jacqueline Zhang*
  
- 4.3 *Broadcast Statement*
  
- 4.4 *Stellar Student – Phengmong Xiong, a 6<sup>th</sup> Grade student from Susan B. Anthony Elementary School*

6:05 p.m. **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

6:10 p.m. **6.0 AGENDA ADOPTION**

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

*Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/BoardMeetingAugust5>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline*

shall be no later than noon, August 5 for any agenda item. Individual public comment shall be presented to the Board orally for no more than two minutes or other time determined by the Board, on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District’s website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.

**8.0 SPECIAL PRESENTATION**

6:30 p.m.	8.1 Vaccination Clinic Data and CDPH Health and Safety Guidance (Victoria Flores)	<b>Information</b> 30 minute presentation 20 minute discussion
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**9.0 PUBLIC HEARINGS**

7:20 p.m.	9.1 Public Hearing: First Reading of Revised Board Policy 6158, Independent Study (Chad Sweitzer and Raoul Bozio)	<b>First Reading</b> 25 minute presentation 20 minute discussion
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**8:05 p.m. 10.0 COMMUNICATIONS**

10.1	Employee Organization Reports:	<b>Information</b>
	<ul style="list-style-type: none"> <li>▪ SCTA</li> <li>▪ SEIU</li> <li>▪ TCS</li> <li>▪ Teamsters</li> <li>▪ UPE</li> </ul>	SCTA – 15 minutes SEIU – 3 minutes TCS – 3 minutes Teamsters – 3 minutes UPE – 3 minutes

8:32 p.m.	10.2 District Advisory Committees:	<b>Information</b> 3 minutes each
	<ul style="list-style-type: none"> <li>▪ Community Advisory Committee</li> <li>▪ District English Learner Advisory Committee</li> <li>▪ Local Control Accountability Plan/Parent Advisory Committee</li> <li>▪ Student Advisory Council</li> <li>▪ African American Advisory Board</li> </ul>	

8:47 p.m.	10.3 Superintendent’s Report (Jorge A. Aguilar)	<b>Information</b> 5 minutes
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8:52 p.m.	10.4 President’s Report (Christina Pritchett)	<b>Information</b> 5 minutes
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8:57 p.m.	10.5	<i>Student Member Report (Jacqueline Zhang)</i>	<b>Information</b> 5 minutes
9:02 p.m.	10.6	<i>Information Sharing By Board Members</i>	<b>Information</b> 10 minutes
9:12 p.m.	<b>11.0</b>	<b>CONSENT AGENDA</b>	<b>Action</b> 2 minutes (Roll Call Vote)

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

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

- 11.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Rose F. Ramos)*
- 11.1b Approve Personnel Transactions (Cancy McArn)*
- 11.1c Approve Resolution No. 3213: Approving the Sacramento City Unified School District Community Facilities District No. 2 Tax Report for Fiscal Year 2021-2022 and Levying and Apportioning the Special Tax as Provided Therein (Rose Ramos and Nathaniel Browning)*
- 11.1d Approve Minutes of the May 27, 2021, Board of Education Special Meeting (Jorge A. Aguilar)*
- 11.1e Approve Minutes of the June 3, 2021, Board of Education Special Meeting (Jorge A. Aguilar)*
- 11.1f Approve Minutes of the June 10, 2021, Board of Education Meeting (Jorge A. Aguilar)*
- 11.1g Approve Minutes of the June 21, 2021, Board of Education Special Meeting (Jorge A. Aguilar)*
- 11.1h Approve Minutes of the June 24, 2021, Board of Education Meeting (Jorge A. Aguilar)*
- 11.1i Approve Minutes of the June 30, 2021, Board of Education Special Meeting (Jorge A. Aguilar)*
- 11.1j Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of April 2021 through June 2021 (Cancy McArn)*

*11.1k Approve Resolution No. 3214: To Establish Fund 08 – Student Activity Special Revenue Fund (Rose Ramos)*

*11.1l Approve Resolution No. 3215: To Establish Fund 61 – Cafeteria Enterprise Fund (Rose Ramos)*

*11.1m Approve Revised Board Bylaws 9121 (President) and 9322 (Agenda/Meeting Materials) (Raoul Bozio)*

*9:14 p.m.   **12.0 FUTURE BOARD MEETING DATES / LOCATIONS***

- ✓ August 19, 2021 4:30 p.m. Closed Session, 6:00 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*
- ✓ September 2, 2021 4:30 p.m. Closed Session, 6:00 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*

*9:15 p.m.   **13.0 ADJOURNMENT***

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



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 8.1

**Meeting Date:** August 5, 2021

**Subject:** Vaccination Clinic Data and CDPH Health and Safety Guidance

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

**Division:** Student Support & Health Services

**Recommendation:** Approve the 2020-21 School Plans for Student Achievement (SPSA) for Charter Schools

**Background/Rationale:**

SCUSD has been hosting vaccination clinics in partnership with Dignity Health and other local entities since February 2020, and continuing today. Dignity Health will present the data they have collected and analyzed to provide an understanding of how this partnership impacted vaccination rates in our community.

Since the start of the COVID-19 pandemic, schools have been required to follow guidance provided by local, state and federal public health agencies. The California Department of Public Health recently issued newly revised guidance for schools to return to a full reopening, while maintaining health and safety mitigation measures. The presentation will provide an overview of the current CDPH requirements and guidance.

**Financial Considerations:** NA

**LCAP Goal(s):** College, Career and Life Ready Graduates; Safe, Emotionally Healthy and Engaged Students; Family and Community Empowerment; Operational Excellence

**Documents Attached:**

N/A

**Estimated Time of Presentation:** 30 minutes

**Submitted by:** Victoria Flores, Director Student Support & Health Services

**Approved by:** Jorge A. Aguilar, Superintendent



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.1

**Meeting Date:** August 5, 2021

**Subject:** Public Hearing: First Reading of Revised Board Policy 6158,  
Independent Study

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

**Division:** Curriculum and Instruction/Legal Services

**Recommendation:** Approve revision to Board Policy 6158.

**Background/Rationale:** The 2021-2022 Education Omnibus Budget Trailer Bill includes changes to independent study. See Education Code 51745, et seq. For the 2021-2022 school year only, school districts are required to offer an independent study program to meet the educational needs of pupils unless a waiver is obtained. School districts are also required to adopt policy with specified components in order to generate apportionment for independent study. Policy updates concern – but are not limited to – the minimum period of time permitted for independent study, evaluations to determine if students should continue in independent study if they fail to make satisfactory educational progress, and content alignment to grade level standards. Such updates include language in the CSBA Gamut model policy.

**Documents Attached:**

1. Executive Summary
2. BP 6158 (Redlines)
3. BP 6158 Clean Copy

<p><b>Estimated Time of Presentation:</b> 20 Minutes <b>Submitted by:</b> Raoul Bozio, In House Counsel and TBD <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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# Board of Education Executive Summary

## Legal Department

Revision to Board Policy (BP) 6158: Independent Study

August 5, 2021



### I. Overview/History of Department or Program

On July 9, 2021, Governor Gavin Newsome signed AB 130 into law, which includes changes to independent study. Although this summary is not inclusive of all of the changes, it highlights several of the more pressing new elements for the upcoming school year and requirements with respect to revising Board Policy 6158. These changes include – but are not limited to – independent study offering requirements and pupil-parent-educator conferences and additions to board policies and written agreements.

The proposed revisions to Board Policy 6158 are based on the updates provided by the California School Boards Association (CSBA). Further, the revised board policy now includes the following, which is required under AB 130:

- Satisfactory progress as an added means to evaluate continued independent study participation and placement;
- Provision of standards aligned content in independent study that is substantially equivalent to the quality and intellectual challenge of in-person instruction;
- For high schools, a provision for access to all courses offered by the LEA for graduation and approved by the University of California or the California State University as creditable under the A-G admission criteria;
- Procedures for tiered reengagement strategies;
- A plan to provide opportunities for synchronous instruction for all grade levels and live interaction for grades four through eight; and
- A plan to transition pupils whose families wish to return to in-person instruction from independent study expeditiously and not later than five instructional days.

### II. Driving Governance:

Education Code 51745-51749.6 authorize districts to establish independent study programs to meet the educational needs of students. Pursuant to Education Code 51745-51745-51749.6, as amended by AB 130, the following updates and changes are required.

The programmatic changes to independent study include:

- A conference between the LEA and parent/guardian prior to enrolling or disenrolling a pupil from any learning option, if requested by the parent or guardian;
- Instructional content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction;
- For high schools, access to all courses offered by the LEA for graduation and approved as creditable under the A-G admissions criteria;
- For transitional kindergarten and grades 1-3, a plan to provide opportunities for daily synchronous instruction;



# Board of Education Executive Summary

## Legal Department

Revision to Board Policy (BP) 6158: Independent Study

August 5, 2021



- For grades 4-8, a plan to provide opportunities for both daily live interaction and at least weekly synchronous instruction;
- For grades 9-12, a plan to provide opportunities for synchronous instruction at least weekly;
- Documentation of a pupil's participation in live interaction and synchronous instruction;
- Retention of evidence of a pupil's engagement in instruction;
- Confirmation that the pupil has internet connectivity, otherwise the LEA will need to provide adequate connectivity or devices to the pupil; and
- A plan to promptly transition pupils back into in-person instruction within five instructional days of a parent or guardian's request to do so.

See Education Code 51747, 51749.5.

New elements that need to be incorporated into written policies include:

- Identification of the level of "satisfactory educational progress" (in addition to the number of missed assignments) that will be allowed before an evaluation is conducted to determine whether it is in the best interest of the pupil to remain in independent study or return to the regular school program. The indicators of "satisfactory educational progress" include the pupil's achievement and engagement, completion of assignments and learning required concepts; and
- Procedures for tiered reengagement of independent study pupils not generating more than three school days or 60% of the instructional days in a school week, or who are not in compliance with the written agreement; tiered reengagement and several other elements are not required for independent study of fewer than 15 days.

See Education Code 51747, 51749.5.

New elements that need to be incorporated into written policies and written agreements with pupils include:

- The manner, time, frequency, and place for communicating with a pupil's parent or guardian regarding a pupil's academic progress; and
- A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, pupils with exceptional needs, pupils in foster care or experiencing homelessness, and pupils requiring mental health supports.

See Education Code 51747, 51749.6.

### III. Budget:

The proposed policy is intended to recognize that students' needs may be met best through study outside the regular classroom setting and provide them an optional alternative instructional strategy while enabling them to meet District standards within the customary time frame. There is no direct budget impact from the required revision to this policy.

# Board of Education Executive Summary

## Legal Department

Revision to Board Policy (BP) 6158: Independent Study

August 5, 2021



### **IV. Goals, Objectives and Measures:**

Pursuant to the District's core beliefs under Board Policy 0100, the District believes "that ALL STUDENTS WILL LEARN AT HIGH LEVELS when instruction meets their needs." As such, the goal is for the District to establish sound policy that recognizes and authorizes independent study as an optional alternative instructional strategy for students whose needs may be met best through study outside of the regular classroom setting.

### **V. Major Initiatives:**

This independent study policy is critical to provide an optional alternative instructional strategy as a means to encourage students to remain in school.

### **VI. Results:**

Approval of revision to Board Policy 6158. Ensure compliance with AB 130 and Education Code.

### **VII. Lessons Learned/Next Steps:**

Adoption of revised Board Policy 6158 concerning independent study. Information and correspondences concerning this matter have previously been shared with the District. Further updates will be provided as necessary.

# Sacramento City USD

## Board Policy

### Independent Study

BP 6158

#### Instruction

The Governing Board authorizes independent study as an optional alternative instructional strategy ~~by which for~~ students ~~in grades K-12 and adult education may reach curriculum objectives and fulfill graduation requirements.~~ Independent study shall offer a means of individualizing the educational plan for students whose needs may be met best through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

*(cf. 0420.4 - Charter School Authorization)*

*(cf. 6181 - Alternative Schools/Programs of Choice)*

~~The district's independence study school(s) will provide instruction through the alternative strategy independent study. (Education code 51747)~~

A student's participation in independent study shall be voluntary. (Education Code 51747, 51749.5)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be three consecutive school days.

~~(cf. 5147 - Dropout Prevention)~~

#### General Independent Study Requirements

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may continue to offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

(cf. 5147 - Dropout Prevention)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6200 - Adult Education)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of

California or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

~~The district's independent study school(s) shall provide equivalency in quality and quantity in instruction, thus enabling students enrolled in independent study to complete the district's adopted course of study and meet district standards within the customary time frame. Students in independent study shall have access to the same services and resources as is available to other students in the traditional schools.~~

~~(cf. 6143—Courses of Study)~~

~~(cf. 6200—Adult Education)~~

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: determine that the prospective independent study student understands and is prepared to meet the district's requirements for independent study. Independent study entails a commitment by both the parent/guardian and the student. As the student gets older, he/she assumes a greater portion of the responsibility involved. Independent study may be offered only to students who can achieve in this program as well as or better than they would in the regular classroom.

~~The Superintendent or designee shall ensure that a written independent study agreement, as prescribed by law, exists for each participating student. (Education Code 51747)~~

~~The Board recognizes that independent study may be used as an option to encourage students to remain in school. Teachers should carefully set the duration of independent study assignments, within the limits specified by the Board in order to help identify students falling behind in their work or in danger of failing or dropping out of school.~~

~~To foster each student's success in independent study, the Board establishes the following maximum lengths of time which may elapse between the time an assignment is made and date by which the student must complete the assigned work shall be as follows: (Education Code 51747)~~

- ~~1. For students in grades transitional kindergarten and K-3, opportunities for daily synchronous instruction:—1 week~~
- ~~2. For students in grades 4-8:—2 weeks, opportunities for both daily live interaction and at least weekly synchronous instruction~~
- ~~3. For students in grades 9-12,—2 weeks  
—continuation and adult education opportunities for at least weekly synchronous instruction~~

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study

program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Upon the request of the parent/guardian of a student, before making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

### **Master Agreement**

For the 2021-22 school year only, the district shall obtain a signed written agreement for independent study no later than 30 days after the first day of instruction.

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

(cf. 5144.1 - Suspension and Expulsion/Due Process)

10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/ guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

### **Course-Based Independent Study**

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.

(cf. 4112.2 - Certification)

3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily



synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.

4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

*(cf. 5125 - Student Records)*

6. Examinations shall be administered by a proctor.
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also

shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

*(cf. 6162.51 - State Academic Achievement Tests)*

8. A student shall not be required to enroll in courses included in the course-based independent study program.

9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.

10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.

*(cf. 6111 - School Calendar)*

*(cf. 6112 - School Day)*

11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.

12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

*(cf. 3260 - Fees and Charges)*

13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.

14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.

15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.

16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

### **Learning Agreement for Course-Based Independent Study**

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a

written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.
8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.

11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.

12. Before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, the student's parent/guardian or caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

However, for the 2021-22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

### **Student-Parent-Educator Conferences**

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

### **Records for Audit Purposes**

The Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study

2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by

students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education

3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a school day shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

(cf. 3580 - District Records)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

### **Program Evaluation**

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

~~(cf. 0500 - Accountability)~~

~~(cf. 5121 - Grades/Evaluation of Student Achievement)~~

~~(cf. 6162.5 - Student Assessment)~~

~~When circumstances justify a longer time, the Superintendent or designee may extend the maximum length of an assignment to a period not to exceed eight weeks, pursuant to a written request with justification.~~

~~When any student fails to complete two consecutive independent study assignments, the Superintendent or designee shall conduct an evaluation to determine whether it is in the student's best interest to remain in independent study. Evaluation findings shall be kept in the student's permanent record.~~

~~(cf. 5125 - Student Records)~~

~~The Superintendent or designee shall annually report to the Board the number of students engaged in independent study, the ADA generated, the quality of these students' work as measured by standard indicators, and the number and proportion of independent study students who graduate or successfully complete independent study.~~

#### ~~Home Schooling Through Independent Study~~

~~The Superintendent or designee shall encourage parents/guardians desiring to teach their children at home to enroll their children in independent study. Such enrollment allows continued contact and cooperation between the school system and home-based student.~~

#### Legal Reference:

##### EDUCATION CODE

17289 Exemption for building

41020 Audit guidelines

41976.2 Independent study programs; adult education funding

42238 Revenue limits

42238.05 Local control funding formula; average daily attendance

44865 Qualifications for home teachers and teachers in special classes and schools; consent to assignment

46200-46208 Instructional day and year

46300-46307.10.6 Methods of computing average daily attendance-ADA

46390-46393 Emergency average daily attendance

46600 Interdistrict attendance computation

47612-47612.1 Charter school operation

47612.5 Independent study in charter schools

48204 Residency

48206.3 Home or hospital instruction; students with temporary disabilities

48220 Classes of children exempted

48340 Improvement of pupil attendance

48915 Expulsion; particular circumstances

48916.1 Educational program requirements for expelled students

48917 Suspension of expulsion order

49011 Student fees

51225.3 Requirements for high school graduation

51745-51749.63 Independent study programs

52060 Local control and accountability plan

52522 Adult education alternative instructional delivery

52523 Adult education as supplement to high school curriculum; criteria~~52000 Improvement of elementary and secondary education: legislative intent~~

~~52015 School improvement plans: components of plan~~

~~52017 Secondary schools: additional plan components~~

56026 Individual with exceptional needs

58500-58512 Alternative schools and programs of choice

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers

6311 State plans

COURT DECISIONS

Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

Management Resources:

Elements of Exemplary Independent Study

California Digital Learning Integration and Standards Guidance, April 2021

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

CDE PROGRAM ADVISORIES

~~1113.09 Independent Study: New Legislation, SPB: 90/91-04~~

~~0904.86 Independent Study, SPB: 86/7-5~~

CDE PUBLICATIONS

~~Independent Study Operations Manual, 1993 revised edition, updated 1994, 1996~~

WEB SITES

~~CDE: <http://www.cde.ca.gov>~~

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

revised: April 15, 2002

revised: TBD



# Sacramento City USD

## Board Policy

### Independent Study

BP 6158

#### Instruction

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be met best through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

*(cf. 0420.4 - Charter School Authorization)*

*(cf. 6181 - Alternative Schools/Programs of Choice)*

A student's participation in independent study shall be voluntary. (Education Code 51747, 51749.5)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be three consecutive school days.

#### General Independent Study Requirements

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may continue to offer and approve independent study for an individual student upon determining that the student is

prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

*(cf. 5147 - Dropout Prevention)*

*(cf. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

*(cf. 6146.1 - High School Graduation Requirements)*

*(cf. 6146.11 - Alternative Credits Toward Graduation)*

*(cf. 6172 - Gifted and Talented Student Program)*

*(cf. 6200 - Adult Education)*

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten and K-3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Upon the request of the parent/guardian of a student, before making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other

meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

### **Master Agreement**

For the 2021-22 school year only, the district shall obtain a signed written agreement for independent study no later than 30 days after the first day of instruction.

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education

program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/ guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

### **Course-Based Independent Study**

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.

*(cf. 4112.2 - Certification)*

3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of

the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

*(cf. 5125 - Student Records)*

6. Examinations shall be administered by a proctor.
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

*(cf. 6162.51 - State Academic Achievement Tests)*

8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.

*(cf. 6111 - School Calendar)*

*(cf. 6112 - School Day)*

11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

*(cf. 3260 - Fees and Charges)*

13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.
14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.

15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.
16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

### **Learning Agreement for Course-Based Independent Study**

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.



8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, the student's parent/guardian or caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

However, for the 2021-22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

### **Student-Parent-Educator Conferences**

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

### **Records for Audit Purposes**

The Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a school day shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

*(cf. 3580 - District Records)*

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

### **Program Evaluation**

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

*(cf. 0500 - Accountability)*

*(cf. 5121 - Grades/Evaluation of Student Achievement)*

*(cf. 6162.5 - Student Assessment)*

Legal Reference:

EDUCATION CODE

17289 Exemption for building

41020 Audit guidelines

41976.2 Independent study programs; adult education funding

42238 Revenue limits

42238.05 Local control funding formula; average daily attendance

44865 Qualifications for home teachers and teachers in special classes and schools; consent to assignment

46200-46208 Instructional day and year

46300-46307.1 Methods of computing average daily attendance

46390-46393 Emergency average daily attendance

46600 Interdistrict attendance computation

47612-47612.1 Charter school operation

47612.5 Independent study in charter schools

48204 Residency

48206.3 Home or hospital instruction; students with temporary disabilities

48220 Classes of children exempted

48340 Improvement of pupil attendance

48915 Expulsion; particular circumstances

48916.1 Educational program requirements for expelled students

48917 Suspension of expulsion order

49011 Student fees

51225.3 Requirements for high school graduation

51745-51749.6 Independent study programs

52060 Local control and accountability plan

52522 Adult education alternative instructional delivery

52523 Adult education as supplement to high school curriculum; criteria56026 Individual with

exceptional needs

58500-58512 Alternative schools and programs of choice

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers

6311 State plans

COURT DECISIONS

*Modesto City Schools v. Education Audits Appeal Panel*, (2004) 123 Cal.App.4th 1365

Management Resources:

Elements of Exemplary Independent Study

California Digital Learning Integration and Standards Guidance, April 2021

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

revised: April 15, 2002

revised: TBD



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item # 11.1a

**Meeting Date:** August 5, 2021

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

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

**Division:** Business Services

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

**Background/Rationale:**

**Financial Considerations:** See attached.

**LCAP Goal(s):** College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

**Documents Attached:**

1. Grants, Entitlements, and Other Income Agreements
2. Expenditure and Other Agreements
3. Approval of Declared Surplus Materials and Equipment

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Rose Ramos, Chief Business Officer Jessica Sulli, Contract Specialist <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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## GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

<u>Contractor</u>	<u>New Grant</u>	<u>Amount</u>
<b><u>ADULT EDUCATION</u></b>		
Sacramento County Office of Education A22-00002	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2020/21	\$1,220,248 No Match
<p>7/1/20 – 12/31/21: Adult Education Block Grant. Funds apportioned for the program must be used for the following: programs in elementary and secondary basic skills; programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation; programs for adults that are primarily related to entry or reentry into the workforce; programs for adults that are primarily designed to develop knowledge and skills to assist elementary and secondary school children to succeed academically; programs for adults with disabilities; programs in career technical education that are short term in nature and have high employment potential; and programs offering pre-apprenticeship training activities.</p> <p>SCOE will act as fiscal agent in the distribution and monitoring of these funds pursuant to the Capital Adult Education Regional Consortium Governance and Fiscal Allocation Plans, AB 104, and Education Code §84913.</p>		

<b><u>CHILD DEVELOPMENT</u></b>		
Sacramento Employment and Training Agency (SETA) A22-00003	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$880,624 (ARP) \$225,032 (CRRSA) No Match
<p>4/1/21 – 3/31/23: Head Start 2021 American Rescue Plan (ARP) &amp; Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act Supplemental Funds were awarded to the District based on Head Start enrollment for use toward COVID-related costs. The District serves 736 Head Start children within part-day preschool and full-day Children’s Centers.</p>		

## EXPENDITURE AND OTHER AGREEMENTS

### Restricted Funds

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>BUSINESS SERVICES</u></b>		
Sata Collaborates, LLC SA21-00292	2/15/21 – 12/31/21: Approval is requested to extend and increase the consulting agreement with Sata Collaborates. Contract will be extended from 8/15/21 to 12/31/21 with an increase of \$40,000. The new not-to-exceed amount will be \$141,400. Contractor will provide facility consulting services for the following projects: <ul style="list-style-type: none"> <li>• Facility Master Plan</li> <li>• HVAC/Air Filters Assessment</li> </ul>	Original Amount: \$101,400  Increase: \$40,000 Measure Q (\$20,000) COVID Relief Funds (\$20,000)
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		New Total: \$141,400

## **CONTINUOUS IMPROVEMENT & ACCOUNTABILITY**

Choose College  
Educational  
Foundation  
SA22-00057

7/1/21 – 6/30/22: Ratification is requested for agreement to provide organizational development and capacity-building support for the District's African American Advisory Board.

\$175,000  
COVID Relief  
Funds

New Contract:

Yes

No

At just about 16% of the total District student population, Black/African American students represent the highest percentage of students receiving special needs services, not meeting State or Federal academic standards proficiency levels, the highest suspension rates, the lowest graduation rates, and the lowest A-G attainment rates.

To address these disparities, in September 2019, Superintendent Aguilar assembled a voluntary, 16-member African American Achievement Task Force (AATF). The AATF, with professional facilitation support, proposed thirteen recommendations aligned with existing District accountability metrics. These recommendations were presented and approved by the Board of Education in December 2019. Since then and to actualize the intention of the approved recommendations, the AATF has evolved into a transition work group, an interim advisory group and most recently has established itself as an Advisory Board with 33 members and an active Executive Committee.

As the African American Advisory Board (AAAB) continues to establish itself, it has been noted by several Board members that as volunteers and mostly parents and community lay people, that there is a steep learning curve and many variables to consider as they strive to become a high-functioning and effective advocacy body. The most critical variables that stand as potential barriers to the AAAB meeting its stated mission and stated goals are:

1. A comprehensive implementation plan of action for approved recommendations
2. Sufficient time to continue to build the AAAB's organizational structure, develop an implementation plan of action and represent the AAAB's interests in District sponsored committees and
3. Continued District staff and facilitation support on a regular and consistent basis.

Dr. Robyn Fisher of the Choose College Educational Foundation brings extensive experience working with California school district teams on building and sustaining systems of support to accelerate student achievement for all students and particularly African American students. The long-run goal is creating a plan which will improve grade level readiness, attendance and graduation rates and reduce the behaviors that lead to suspension.

**COMMUNICATIONS**

Uptown Studios  
Inc.  
SA21-00437

5/28/21 – 8/31/22: Ratification of agreement is requested. Uptown Studios Inc. will provide marketing and advertising services for the District’s vaccination awareness campaign as the District navigates COVID and post-COVID issues. The services include: distribution of vaccination materials such as posters and postcards; outdoor advertising including digital billboard placement along major highways throughout Sacramento; social media management and advertising on platforms such as Facebook, Instagram, Twitter and TikTok; and outreach events and research that will be conducted through pop-up venues and special events. Outreach will be targeted towards youth leadership groups throughout Sacramento, data will be gathered by age groups of students within the District in addition to a 90 minute focus group with students.

\$114,500  
COVID Relief  
Funds

New Contract:  
 Yes  
 No

The campaign will include both electronic communications and advertisements to all students and families throughout the District as well as opportunities to participate in contests in an effort to promote vaccination awareness.

**HUMAN RESOURCES**

Emics, Inc. dba  
InformedK12  
SA21-00162 &  
SA22-00020

12/1/20 – 6/30/22: Ratification of agreement is requested. After an investigation, demonstration and consultation with other Districts in the area, the Human Resources department selected InformedK12 to help manage the District’s online forms by contracting with them for a 10 process (form) software license. InformedK12 is a proven leader in educational form management. They have helped other districts to find their way out from under a paper-driven, under-tracked, and less than transparent form system to a paperless, fully tracked and transparent system. Since December of 2020 InformedK12’s software has been used for 10 processes (forms) ranging from the District’s Annual Notification, to tracking return plans for staff, to seeking out availability of District SPED staff for catching up on IEP assessments.

\$253,062  
COVID Relief  
Funds

New Contract:  
 Yes  
 No

With the success of our endeavors with the limited license, the District has elected to upgrade to the unlimited, ‘All Department’ license to continue our work of putting hundreds of forms online. Through the licensing agreement the District will be able to use InformedK12’s resources to convert our many forms from PDF format to an online format that will allow us to attach workflow and transparent tracking to the processing of each form. For example, the District plans to launch a completely online per diem system in the near future and will convert our paper-driven onboarding process to a paperless online system by the fall which would not be possible without the use of this software.

InformedK12 has internal monitoring and metrics, as well as in the moment reporting, that will allow us to see how effective our form processes are and will allow transparency that has not been possible before.



**SUSAN B. ANTHONY ELEMENTARY**

Fathom Technologies, LLC dba Fathom Reads SA21-00411      6/30/21 - 6/30/23: Ratification of agreement to add Hmong language text and audio narration to Fathom Reads' 52 Core Knowledge History and Geography ebooks.      \$292,778 SIG Funds

New Contract:  
 Yes  
 No

After inquiring with the following publishing companies: Wonders, Benchmark Advance, Houghton Mifflin, Envision, Fathom Reads, and various independent contractors regarding translating core materials into the Hmong language for the Hmong Immersion program at Susan B. Anthony, Fathom Reads was the only publishing company willing to invest in translating the materials into Hmong.

Fathom Reads will translate 24 grade K-2 and 28 grade 3-6 Core Knowledge history and geography books for a total of 52 Core Knowledge books into Hmong for the Hmong Dual Immersion program at Susan B. Anthony Elementary. The Hmong Dual Language scholars will receive both physical, classroom books, and a lifetime subscription for online book access to text of the target language in their grade levels.

Translating these materials will provide Hmong Immersion scholars equitable access to text aligned grade-level appropriate content in the Hmong language and strengthen the use of their target language for long term success.

There are no known translated core materials available in the Hmong language to purchase for use anywhere in the world, so the need for these materials is critical to the equity and success of the Hmong Immersion Program at Susan B. Anthony. The impact and effectiveness of the Hmong translated text will be measured through Avant online language test for 6th grade scholars, district assessments, iReady, and Common Core state testing.

**YOUTH DEVELOPMENT**

Expanded Learning Summer Program 2020/21      6/28/21 – 7/30/21: Eight providers will develop, maintain and sustain expanded learning summer programming for the 2020/21 school year. All services will be provided in person and include the following restorative practices: Focus on Relationships; Addressing Mental Health; Connecting with Families and Communities; and High Dosage Tutoring. Summer 2021 Programs also include youth employment, collaboration and arts based enrichment and were planned to accelerate classroom learning.      \$1,946,881 ASES Funds (\$33,749) COVID Relief Funds (\$1,913,132)

2020/21 Summer Expanded Learning Contracts	
<b>Boys &amp; Girls Club of Greater Sacramento, SA21-00442</b> Summer Sites served: Edward Kemble and Ethel I. Baker	<b>\$88,664</b> COVID Relief Funds
<b>Center for Fathers and Families, SA21-00441</b> Summer Sites served: HW Harkness, New Joseph Bonnheim, and Oak Ridge	<b>\$132,383</b> COVID Relief Funds
<b>City of Sacramento, SA21-00467</b> Summer Site served: Sam Brannan	<b>\$33,749</b> ASES Funds
<b>Leaders of Tomorrow, SA21-00444</b> Summer Site served: John Sloat	<b>\$44,160</b> COVID Relief Funds

<b>Roberts Family Development Center, SA21-00449</b> Summer Site served: Leataata Floyd	<b>\$230,198</b> COVID Relief Funds
<b>Rose Family Creative Empowerment Center, SA21-00440</b> Summer Sites served: John Still, Parkway, and Susan B. Anthony	<b>\$291,687</b> COVID Relief Funds
<b>Sacramento Chinese Community Service Center, SA21-00448</b> Sites served: Abraham Lincoln, Albert Einstein, Bowling Green, California, Camellia, Caroline Wenzel, Cesar Chavez, Elder Creek, Ethel Phillips, Fern Bacon, Golden Empire, John Cabrillo, Nicholas, O.W. Erlewine, Pacific, Pony Express, Tahoe, Washington, Will C. Wood, William Land, Woodbine	<b>\$1,066,430</b> COVID Relief Funds
<b>Target Excellence, SA21-00443</b> Summer Sites served: James Marshall and Rosa Parks	<b>\$59,605</b> COVID Relief Funds

## Unrestricted Funds

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
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### **CONTINUOUS IMPROVEMENT & ACCOUNTABILITY**

The College Board SA22-00066	7/1/21 – 6/30/22: Administration of PSAT and SAT School Day programs. The PSAT Early Participation Program is an initiative to support the involvement of all students in the college-going process at an earlier age. The PSAT will be administered to all students in the 8th, 9th and 10th grades. The SAT School Day Program includes administration of the SAT exam during a school day for all 11th grade students in the District. Prior to the exams students have access to free, personalized, and focused practice resources through the College Board's collaboration with Khan Academy. Other services include Student Online Score Report, School online access to individual student score reports and aggregate score reports, and downloadable student data file.	\$188,403 LCFF Funds
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Accelerate Education SA22-00068	7/21/21 – 7/21/22: Renewal of agreement for online learning curriculum and enrolled user licenses for high school credit recovery courses. 1200 seats will be available for high school students who are participating in credit recovery coursework while working towards graduation. This program targets at-risk students in danger of not completing coursework for high school graduation. Services with Accelerate Education (AE) began in 2016/17 after vendor was selected from among seven respondents in a competitive process. Stakeholders at all levels were involved in the review process including students, teachers, administrators, the Curriculum Office, and the Superintendent's cabinet. Staff have opted to renew again due to the success of the AE program. The District's per student rate for online course completion has increased each year since beginning AE, with an all-time high of 4000 course completions in 2018/19, half of which were yielded by seniors who relied on those courses to recover credits needed for graduation. AE has also been extremely flexible and accommodating, significantly changing their platform each year to meet the District's needs. For example, AE developed hybrid online science courses with virtual labs, including obtaining A-G approval of the courses, at the District's request and with no extra charge. Seniors at all five comprehensive high schools and multiple small and alternative high schools relied on those online lab science courses to graduate this past June.	\$269,850 General Fund (\$25,000) LCFF Funds (\$244,850)
New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

**APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT**

SITE/DEPT	ITEM
Susan B Anthony Elementary; Ethel I. Baker Elementary; John Sloat Elementary; Phoebe Hearst Elementary; School of Engineering & Science	BACKGROUND: The Education Code regulates the procedures by which a school district can dispose of personal property. Education Code section 17545 provides that the governing board of any school district may sell for cash any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose of replacement, or if it is unsatisfactory or not suitable for school use. The District may choose to conduct any sale of personal property authorized under this section by means of a public auction.
TOTAL VALUE	STATUS: The District has 130 Chromebooks, 18 laptops, 34 monitors, 9 printers, 72 desktop computers, 3 televisions and 3 projectors which are not repairable nor useable.
\$0.00	
DISPOSAL METHOD	RECOMMENDATION: It is recommended that the Board of Education approve the disposal of the listed items per Education Code section 17546.
Salvage	

**Memorandum of Understanding (MOU) # 21-G-SC**  
**Between**  
**Sacramento County Office of Education (SCOE)**  
**and**  
**Sacramento City Unified School District**

**Term of Agreement – July 1, 2021 through June 30, 2024**

**I. Purpose and Parties**

The purpose of this MOU is to document the relationship and articulate roles and responsibilities between the Capital Adult Education Regional Consortium (CAERC) fiscal agent and program manager (SCOE) and each of the CAERC members. This Memorandum of Understanding is entered into between Sacramento County Office of Education (SCOE) and Sacramento City Unified School District. Sacramento City Unified School District and SCOE hereby agree to the following terms of this MOU. Sacramento City Unified School District is a member of CAERC. Sacramento City Unified School District hereinafter is referred to as “CAERC Member.”

**II. Background**

AB 86 Planning Grant

The 2013-14 State Budget, under the auspices of Assembly Bill 86, appropriated \$25 million to the California Community College Chancellor’s Office (CCCCO) to provide funding for two-year adult education planning and implementation grants. AB 86 supported the development of regional adult education consortium plans that focus on expanding and improving opportunities for education and workforce services for adults. From July 1, 2013 to December 31, 2015, AB 86 consortia, consisting of K-12 school districts, community college districts, and other partners developed regional education and workforce service plans for adults.

AB 104 Adult Education Block Grant

On June 24, 2015 Governor Jerry Brown signed AB 104 into law. The 2015-16 year represented the transition period from the planning that took place with AB 86 to the actualization of the Adult Education Block Grant (AEBG). The 2015-16, 2016-17 and 2017-18 State Budgets included \$500 million in new funding for seven authorized adult education program areas. On February 22, 2018, the CCCCCO and CDE notified all consortia of their intent to award AEBG funding for fiscal years 2018-19 and 2019-20. AEBG Office issued preliminary allocation schedule, which included a proposed increase in funding at \$20.5 million. The January 2018 Governor’s Proposed Budget language categorized AEBG as the “ongoing proposition 98 General Fund”.

California Adult Education Program

On July 1, 2019, the name change came into effect from Adult Education Block Grant to California Adult Education Program (CAEP) as defined in California Education Code, Title 3, Division 7, Part 50, Chapter 5, Article 9 [84900 – 84920].

### Program and Fiscal Year 2020-21

For fiscal year 2020-21, the California Adult Education Program Office allocated a total of \$11,986,773 to the Capital Adult Education Regional Consortium. This allocation was locally designated as Fund F.

### Program and Fiscal Year 2021-22

For fiscal year 2021-22, the California Adult Education Program Office allocated a total of \$12,166,565 to the Capital Adult Education Regional Consortium. This allocation is locally designated as Fund G.

Education Code [84914](#) guides the allocation process for all members as follows.

84914.

(a) As a condition of receipt of an apportionment from the program, a consortium shall approve a distribution schedule that includes both of the following:

(1) The amount of funds to be distributed to each member of the consortium for that fiscal year.

(2) A narrative justifying how the planned allocations are consistent with the adult education plan.

(b)

(1) For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium greater than the amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall be equal to or greater than the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:

(A) The member no longer wishes to provide services consistent with the adult education plan.

(B) The member cannot provide services that address the needs identified in the adult education plan.

(C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

(2) For any year for which the chancellor and the Superintendent allocate an amount of funds to the consortium less than the amount allocated in the prior year, the amount of funds to be distributed to a member of that consortium shall not be reduced by a percentage greater than the percentage by which the total amount of funds allocated to the consortium decreased, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced further:

(A) The member no longer wishes to provide services consistent with the adult education plan.

(B) The member cannot provide services that address the needs identified in the adult education plan.

(C) The member has been ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

(c) A distribution schedule shall also include preliminary projections of the amount of funds that would be distributed to each member of the consortium in each of the subsequent two fiscal years. The preliminary projections shall not constitute a binding commitment of funds.

### Role and Function of CAERC

The Capital Adult Education Regional Consortium is comprised of 14 members: 11 K-12 school districts, 2 county offices of education, and the Los Rios Community College District representing 4 colleges. Members opt in to receiving funds through a base allocation to provide instruction in any of the seven authorized program areas, in accordance with the regional plan. Members collaborate with multiple regional partners to provide support services to the adult learners. SCOE acts as a fiscal agent and a program manager for the consortium.

Funds are allocated at the consortium-level for activities to strengthen the region and to coordinate the financial aspects of the consortium. Regional strategies in the Annual Plan for 2021-22 will also include plans to address the re-opening and growing of programs after the COVID-19 pandemic. . SCOE-CAERC Program/Fiscal PY 2021-22 budget consists of staff salaries and other associated expenses, for the following services:

- Facilitating and carrying out consortium business and working meetings
- Facilitating and carrying out the work defined by regional strategies
- Facilitating annual and strategic planning processes
- Leveraging regional resources and activities for the benefit of the adult learners
- Carrying out administrative work in support of the overall activities
- CAERC fiscal at 1% of the overall allocation to maintain the following services:
  - Processing member allocations and, if applicable, re-allocations of member funds
  - Hosting quarterly fiscal meetings with district fiscal staff and member representatives
  - Disseminating state updates pertaining to CAEP funds
  - Reviewing quarterly budget and expenditure reports
  - Compiling and storing fiscal data files from members
  - Providing technical assistance with budget, expenses and other reports as required by the State.

### **III. Role of SCOE and CAERC Member**

#### Role of SCOE

As the fiscal agent, SCOE will distribute consortium funds in accordance to the CAERC Governance and Shared Fiscal and Budget Agreement Policy (amended February 3, 2021), AB 104, and California Education Code section 84913. SCOE will be responsible for collecting, compiling, and reporting consortium-level fiscal and program information.

### Role of CAERC Member

CAERC Member will adhere to the agreements outlined in the CAERC Shared Fiscal and Budget Agreement Policy (amended February 3, 2021 ). CAERC Member will be responsible for participating in the consortium decision-making process and reporting member fiscal and program information to the consortium, and learner performance data to the CAEP Office as specified in AB 104, Education Code and any associated CAEP guidelines.

### Role of Both Parties

Both parties will work together to comply with CAEP reporting requirements. CAEP requires that each consortium report allocations by participating members, budgets by object code, by program area and objective, and file expenditure and progress reports. Allocations by members should match expenditures, follow CAERC's Annual Plan, and adhere to the expenditure guidelines outlined in the the *CAEP Adult Education Program Fiscal Management Guide, Allowable Uses of Adult Education Program Funds*

### **IV. SCOE Responsibilities**

As the CAERC fiscal agent, SCOE will process expenses and expenditure contracts, as agreed upon by the members, and work with the members to implement fiscal decisions per CAERC's 2021-22 Annual Plan and Three-Year Consortium Plan for 2019-2022.

As the designated fiscal and program information-reporting agency, SCOE will:

1. Upon SCOE's receipt of CAEP funds from the California Department of Education and California Community College Chancellor's Office, in accordance to Education Code 84912, SCOE will distribute monthly payments to CAERC members.
2. Starting in 2017, the CAEP Office has been developing - in multiple phases - a new online fiscal reporting system, NOVA, through which CAERC members submit budget and expenditure information directly to the CAEP Office. SCOE will continue to provide member training and support with the reporting system. SCOE will provide the Consortium lead and fiscal staff who will certify member work plans and budgets for the fiscal year.
3. SCOE will facilitate members' reporting of program-area expenditures for their respective allocations within the consortium.
4. SCOE will compile and report to CAEP any additional qualitative and quantitative consortium-level data, as needed.
5. SCOE will carry out the consortium-level activities as approved by the members in the annual plan for the current program year.

## V. CAERC Member Responsibilities

To enable SCOE's reporting to the CAEP Office, CAERC Member will be responsible for monitoring their own activities and reporting to SCOE all CAERC related fiscal and program activities. This includes any necessary student participation data, expenditure documentation, and any AB104/CAEP information necessary for the successful completion of AB104/CAEP mandated reports, performance measures, and program outcomes. Expenditures must follow CAERC's Annual Plan, adhere to the expenditure guidelines outlined in the AB 104/CAEP *CAEP Adult Education Program Fiscal Management Guide, Allowable Uses of Adult Education Program Funds*, and follow other guidelines established by the CAEP Office. In addition, all CAERC Members will adhere to CAERC-approved policies related to fiscal, program and governance procedures.

CAERC Member will designate a person/persons with proper authority to certify all information submitted to SCOE and NOVA. CAERC Member acknowledges and accepts all responsibility for program related expenditures and certifies that expenditures are in compliance with the approved objectives, rules and regulations that govern the CAEP program. Furthermore, CAERC Member accepts all liability for any disallowed costs, should they arise.

Subject to [84914](#).b.2, in exchange for a minimum of **\$1,220,248** CAERC Member will:

1. Submit expenditure information.
  - a. Report member expenditures into NOVA as per dates set by the CAEP Office.
  - b. Report final member expenditures to SCOE within 15 days after the close of the fiscal cycle as outlined in **Exhibit A, Shared Fiscal and Budget Agreement Policy**, attached and incorporated herein.
  - c. Member has until December 31, 2022 to spend the funds.
  - d. Provide to CAERC Project staff an expenditure summary narrative, progress update narrative and/or other data for the reports as required by the CAEP Office.
  - e. Use the lesser of the California Department of Education approved indirect cost rate for Program Year 2021-22 or the maximum set forth by the CAEP Office.
2. Submit required quarterly and end-of-year student level information via the CASAS TOPSpro Enterprise data reporting systems and as specified by the CAEP Office.
3. Conduct professional development activities.
  - a. A minimum of \$5,000 per year is included in the CAERC Member total allocation for Fund G to cover professional development activities.
    - i. This additional funding is specifically allocated to address the following CAERC regional strategy: Offer Professional Development to Support the Regional Strategies
  - b. Members may be asked to be responsible for the logistics and cost of hosting consortium meetings and professional development events at their locations.



4. Develop regional partnerships and the CAERC Network of Transition Navigators.
  - a. A minimum of \$35,000 per year is included in the CAERC Member total allocation for Fund G to cover Transition Navigator network activities and funding.
    - i. This additional funding is specifically allocated to address the following CAERC regional strategy: Increase K-12 Adult Education Transition to Workforce and Postsecondary.
5. Submit other data as required by AB 104/CAEP guidelines.
6. Submit reports and questions to the CAERC Office by email: [caercsubmit@scoe.net](mailto:caercsubmit@scoe.net)
7. Follow Annual Plan General Assurances:
  - a. Participate in planning processes (Annual Plan, Three-Year Plan).
  - b. Spend funds within the CAEP program areas.
  - c. Participate in public meetings and decision-making.
  - d. Report student data in CASAS TOPSpro Enterprise.
  - e. Share information on other resources being used to serve adults.
  - f. Share financial expenditure and progress reports with the regional consortium.
  - g. Provide services that address the needs identified in the adult education plan.

## **VI. Term**

This MOU Agreement shall be effective July 1, 2021 and ending on June 30, 2024. Either party may terminate this MOU with at least a sixty- (60) day written notice of intention to terminate this agreement. This agreement may also be terminated by CAERC officially designated members if it is determined a member is not compliant with the *CAEP Adult Education Program Fiscal Management Guide, Allowable Uses of Adult Education Program Funds* or for non-performance with fiscal and/or program reporting or as specified on the CAERC Governance Plan.

## **VII. Privacy**

SCOE and all CAERC members will comply with all state and federal education privacy policies. SCOE and CAERC members will not disclose any personally identifiable information except upon written consent of the participating adult learners or as otherwise permitted by law.

## **VIII. Indemnity**

CAERC Member agrees to defend, indemnify, and hold harmless SCOE (including its directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged acts or omissions of CAERC Member, its director, agents, officers, or employees relating to CAERC Member's duties and obligations described in this agreement or imposed by law.

SCOE agrees to defend, indemnify, and hold harmless CAERC Member (including its directors, agents, officers and employees), from any claim, action, or proceeding arising from any actual or alleged acts or omissions of SCOE, its director, agents, officers, or employees relating to SCOE's duties and obligations described in this agreement or imposed by law.

It is the intention of the parties that this section imposes on each party responsibility to the other for the acts and omissions of their respective officials, employees, representatives, agents, subcontractors and volunteers, and that the provisions of comparative fault shall apply.

#### **IX. Modification**

Any changes to this MOU must be agreed to in writing by both parties. Should changes in legislation, the State budget or health and safety guidelines related to infectious disease outbreak occur that necessitate revision of this MOU, the CAERC Member and SCOE shall meet to revise accordingly.

#### **X. Independent Agents**

This MOU is by and between two independent agents, SCOE and CAERC Member, and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture and/or association between the two independent agents. The parties shall be expected to independently comply with all relevant laws, including those regarding worker's compensation.

#### **XI. Nondiscrimination**

Any service provided by either party pursuant to this MOU shall be without discrimination based on the actual or perceived race, religious creed, color, national origin, nationality, immigration status, ethnicity, ethnic group identification, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, gender, gender identity, gender expression, sex, or sexual orientation, in accordance with all applicable Federal and State laws and regulations.

#### **XII. Insurance**

Both parties shall maintain in full force Commercial Liability Insurance with limits of no less than \$1,000,000 per occurrence. Such requirement may be satisfied by coverage through a joint powers authority. Evidence of insurance coverage shall be furnished upon request by CAERC Member or by SCOE.

#### **XIII. Execution of Agreement**

This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

Nancy Herota, Deputy Superintendent  
Sacramento County Office of Education

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Signature

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Date

CAERC Member  
Sacramento City Unified School District

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Signature

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Date

Authorized Sacramento City Unified School  
District Representative

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Signature

---

Printed Name

---

Title

---

Date

# SHARED FISCAL AND BUDGET AGREEMENT POLICY FOR CAPITAL ADULT EDUCATION REGIONAL CONSORTIUM

*(Adopted July 13, 2016, Amended January 10, 2018, Amended FEBRUARY 3, 2021)*

This document guides the fiscal and budget responsibility of the members that opt into receiving funding, and thus running authorized education programs, under the California Adult Education Program, CAEP, [Education Code, Sections 84900-84920] within the Capital Adult Education Regional Consortium.

## Shared Fiscal Agreement

- a) Fund A (2015-16 allocation): Members will spend funds by December 2016.
- b) Fund B: Members will spend funds by December 2017.
- c) Fund C and subsequent annual apportionments: Members will spend funds within 18 months of the start of the fiscal cycle of the year it was first allocated.

## Shared Budget Agreement

- a) CAERC Budget Workgroup meetings are mandatory for members. (Minimum one representative; Fiscal representatives are recommended to attend with program leads.)
- b) From 2017 to 2019 the CAEP Office developed - in multiple phases - a new online fiscal reporting system, NOVA, through which CAERC members submit budget and expenditure information directly to the CAEP Office. SCOE will continue to provide member training and support with the reporting system. SCOE will provide the Consortium lead and fiscal staff who will certify member work plans and budgets for the fiscal year.
- c) For each CAEP fund, members will submit a budget and spending plan, as well as expenditure reports, approved/signed/certified by an officially-designated member, and the Chief Financial Officer or designee. Member will submit budget and spending plan for the fiscal year. Member will submit expenditure reports quarterly as mandated by the CAEP Office.
- d) Consortium will review and monitor member expenditure progress based on submitted CAEP expenditures and progress reports, supported by budget ledgers. Updates will be provided at the CAERC Budget Workgroup meetings.

## CAERC Budget Allocation Process

1. For each CAEP Fund annual allocation from the state, CAERC first determines the cost for services as a **Program Manager and Fiscal Agent**. This consortium-level annual budget consists of staff salaries and other associated expenses, for the following services:
  - 1.1. Facilitating and carrying out consortium business and working meetings
  - 1.2. Facilitating and carrying out the work defined by members under annual regional strategies
  - 1.3. Facilitating annual and strategic planning processes
  - 1.4. Leveraging regional resources and activities for the benefit of the adult learners
  - 1.5. Carrying out administrative work in support of the overall activities
  - 1.6. SCOE/CAERC fiscal at 1% of the overall allocation to maintain the following services:
    - 1.6.1. Processing member allocations and, if applicable, reallocations of member funds
    - 1.6.2. Hosting quarterly fiscal meetings with district fiscal staff and member representatives
    - 1.6.3. Disseminating state policy and process updates pertaining to CAEP funds
    - 1.6.4. Reviewing quarterly budget and expenditure reports
    - 1.6.5. Compiling and storing fiscal data files from members
    - 1.6.6. Providing technical assistance with budget, expenses and other reports as required by the state.
2. For each CAEP Fund annual allocation from the state, the members receive the **base allocation** from the previous year. Education Code 84914 guides the allocation process for all members as follows.

- (a) As a condition of receipt of an apportionment from the program, a consortium shall approve a distribution schedule that includes both of the following:
  - (1) The amount of funds to be distributed to each member of the consortium for that fiscal year.
  - (2) A narrative justifying how the planned allocations are consistent with the adult education plan.
- (b)
  - (1) For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium greater than the amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall be **equal to or greater than** the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:
    - (A) The member no longer wishes to provide services consistent with the adult education plan.
    - (B) The member cannot provide services that address the needs identified in the adult education plan.
    - (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements
  - (2) For any year for which the chancellor and the Superintendent allocate an amount of funds to the consortium less than the amount allocated in the prior year, the amount of funds to be distributed to a member of that consortium **shall not be reduced by a percentage greater than** the percentage by which the total amount of funds allocated to the consortium decreased.

3. For each CAEP Fund annual allocation from the state, the members may **opt in or opt out of receiving one-time additional** allocations and reallocations of funds as described in the section titled "Reallocation of Unspent Funds Policy"

## Reallocation of Unspent Funds Policy

*(Adopted November 4, 2016, Amended May 10, 2017, Amended FEBRUARY 3, 2021)*

The Capital Adult Education Regional Consortium (CAERC) will take a dual-tiered approach to reallocate unspent funds:

### Tier 1: Consortium-Level Unspent Funds

1. Identify funded strategies that can benefit from an increased allocation and reallocate unspent funds.
2. Identify unfunded strategies that can be funded and reallocate unspent funds.
3. Reallocated funds must be spent as stated in Memorandum of Understanding (MOU).

### Tier 2: Remaining Consortium-Level Unspent Funds and Member-Level Unspent Funds

1. Members who have spent down 100% of their consortium allocation will be eligible for the reallocation funds.
2. Eligible members may opt in or opt out of accepting reallocation funds.
3. Distribution will be based on CAERC's 2015-16 allocation funding formula in proportionate to percentage received with the number of members who opt in.
4. Opt in members can elect to accept funds in full amount or partial amount based on CAERC's 2015-16 allocation funding formula
5. Reallocated funds must be spent as stated in the original Memorandum of Understanding (MOU).
6. Members must return unspent funds within 30 days of notice.
7. The consortium will not distribute reallocation funds until all unspent funds are returned.
8. Members who have not returned unspent funds will have all future allocations withheld by the consortium, until funds are received.

## Progressive Permanent Reallocation

1. Progressive reallocation will not apply in years with **extenuating circumstances** – as agreed by all members.
2. **First time:** If a member is at-risk or unable to spend the allocation within the designated timeline, the Consortium will provide assistance and will notify the member and its Superintendent that it is at-risk:
  - 2.1. Unspent funds will return back to the consortium to be reallocated and member will be held harmless.
3. **Second time (consecutive):** If a member is at-risk or unable to spend the allocation within the designated timeline, the Consortium will provide assistance and will notify the member and its Superintendent that it is at-risk:
  - 3.1. Unspent funds will return back to the consortium to be reallocated.
  - 3.2. The member's future consortium allocation will be reduced by 10% permanently.
    - 3.2.1. Members must be in "good standing" to be eligible for additional new CAEP funds (e.g., unspent funds from other CAERC members, or if it becomes available - unspent funds from other CAEP consortia to be reallocated to consortia that have spent down).
    - 3.2.2. All Members will be eligible for Cost of Living Adjustment - COLA.
4. **Third time (consecutive):** If a member is at-risk or unable to spend the allocation within the designated timeline, the Consortium will provide assistance and will notify the member and its Superintendent that it is at-risk:
  - 4.1. Unspent funds will return back to the consortium to be reallocated.
  - 4.2. The member's future consortium allocation will be progressively reduced by an additional 10% permanently.
5. **Subsequent times:**
  - 5.1. Unspent funds will be reallocated.
  - 5.2. The member's consortium allocation will be progressively reduced by an additional 10% permanently.
6. If **additional new funds** are available, member can petition to be reinstated after being in "good standing – spent consortium allocation within designated year" minimum of 2 consecutive years.

## CAERC Budget Voting Requirements Policy

*(Adopted September, 7, 2016, Amended May 10, 2017, Amended FEBRUARY 3, 2021)*

A recommendation from the Budget Workgroup followed by a vote from the officially-designated members is required under the following conditions:

- CAERC consortium-level expenditures exceeding 10% of the approved budget for Regional Strategies over \$100,000.
- CAERC consortium-level expenditures over \$10,000 with a minimum of \$5,000 for Regional Strategies less than \$100,000.
- A Request for Bids (RFB) is required for consortium-level expenditures exceeding \$100,000.



## Consortium Regional Staff Policy

*(Adopted May 4, 2016, Amended FEBRUARY 3, 2021)*

### Staff Positions

The Consortium Regional Staff is inclusive of the following positions to support the consortium regional work: Director (1)

- Coordinator (1)
- Administrative Assistant (1)
- Fiscal Agent
- Other positions first approved by the fiscal agent as the hiring entity, and based on recommendations by the officially-designated members

### Hiring

Representation of the consortium membership is essential during the hiring of the consortium staff. To ensure this, the interview panel for the hiring of the consortium Director position will consist of:

- Minimum of one Leadership Oversight Panel member;
- CAERC Co-chairs (one representing Los Rios Community College District and one representing K-12 districts/county office of education); and
- Minimum of one officially-designated member. The member participating in the hiring process will be chosen through a nomination process and confirmed by majority of officially-designated members.

The interview panel for the hiring of other consortium staff positions will consist of:

- Minimum of one CAERC Co-chair (1 representing Los Rios Community College District or 1 representing K-12 districts/county office of education);
- Consortium Director; and
- Minimum of one officially-designated member. The member participating in the hiring process will be chosen through a nomination process and confirmed by majority of officially-designated members.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
CONSULTING SERVICES AGREEMENT**

**Amendment No. 1**

Effective as of August 5, 2021, Consulting Services Agreement ("Agreement") between Sacramento City Unified School District ("District") and Sata Collaborates, LLC ("Consultant"), dated February 15, 2021 is hereby amended as follows:

3. Term. This Agreement shall begin on February 15, 2021 and terminate on December 31, 2021. There shall be no extension of the Agreement without express written consent of all parties.

All other terms and conditions of the Agreement remain unchanged.

Executed at Sacramento, California and San Francisco, California, on the date and year first written above.

DISTRICT:

\_\_\_\_\_  
Rose Ramos  
Chief Business Officer

\_\_\_\_\_  
Date

CONSULTANT:

\_\_\_\_\_  
Sata Collaborates, LLC

\_\_\_\_\_  
Date

## **SACRAMENTO CITY UNIFIED SCHOOL DISTRICT CONSULTING SERVICES AGREEMENT**

This Consulting Services Agreement ("Agreement") is made and entered into effective February 15, 2021 by and between the Sacramento City Unified School District ("District") and Sata Collaborates, LLC ("Consultant").

1. Consulting Services. Consultant agrees to provide District consulting services regarding the District's Capital Bond Program, Monitor/Compliance, and Green Initiatives. Consultant's services are limited to his role as an advisor to the District. Consultant follows his own methods in rendering advisory services. The District does not control the manner in which the Consultant renders his advisory services. Evaluation of staff will remain with the District. The parties anticipate that Consultant will provide these services for no more than three workdays per week.
2. Consultant Qualifications. Consultant represents that it has in effect all licenses, permissions, and has otherwise all legal qualifications to perform the Agreement.
3. Term. This Agreement shall begin on February 15, 2021 and terminate on August 15, 2021, 6 months from date of commencement of this Agreement. There shall be no extension of the Agreement without express written consent of all parties.
4. Compensation. Consultant shall be compensated as a rate of \$16,900 per month or \$1,300 per day as a consultant, through the term of this Agreement pursuant to paragraph three above. A day will be considered an eight-hour period, inclusive of meals, breaks, travel, etc. Consultant will not exceed three days of work per week. Consultant will not receive fringe benefits except that he will be reimbursed at the rate of per diem meals and for mileage in accordance with the District's reimbursement policy in connection with his scope of work.
5. Payment. Checks will be made payable to Sata Collaborates, LLC. Payments shall be limited to amount written in this paragraph, exclusive of reimbursable expenses. District agrees to pay Consultant within thirty (30) days of receipt of a detailed invoice.
6. Incidental Expense. Consultant shall be reimbursed for all expenses. Receipts will be provided for public transportation and lodging costs. Personal car reimbursement will be at the IRS allowable rate (currently \$.56 per mile) and meals will be reimbursed at a per diem rate of \$60 for each day on site. No reimbursements will be made for off-site work.
7. California Residency. Consultant shall complete and attach IRS Form W-9.
8. Conflict of Interest. Consultant does not have, or anticipate having, any interest in real property, investments, business interests in or income from sources which would provide Consultant or his spouse with personal financial gain as a result of any recommendation, advice or any other action taken by Consultant during the rendition of services under this Agreement.

9. Termination of Agreement. Either District or Consultant may terminate this Agreement at any time for any reason upon written notice. In the event of early termination, Consultant shall be paid for satisfactory work performed prior to the date of termination. The District may then proceed with the work in any manner the District deems appropriate.
10. Indemnity. The Consultant shall defend, indemnify, and hold harmless the District and its agents, employees, Board of Trustees, members of the Board of Trustees, from and against claims, damages, losses, and expenses (included, but not limited to attorney's fees and costs including fees of consultants) arising out of or resulting from performance of the contract (including, but not limited to) the Consultant's use of the site; the Consultant's completion of the duties under the contract; injury to or death of persons or damage to property or delay or damage to the District, its agents, employees, Board of Trustees, members of the Board of Trustees, for any act, omission, negligence, or willful misconduct of the Consultant or their respective agents, subcontractors, employees, material or equipment suppliers, invitees, or licensees. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.
11. Worker's Compensation Insurance. Consultant agrees to provide all necessary workers' compensation insurance of Consultant's employees, if any, at Consultant's own cost and expense.
12. Taxes. Consultant agrees that Consultant has no entitlement or any future work from the District or to any employment or fringe benefits from the District. Payments to the Consultant pursuant to this Agreement will be reported to Federal and State taxing authorities as required. District will not withhold any money from compensation payable to Consultant. In particular, District will not withhold FICA (social security); state or federal unemployment insurance contributions, state or federal income tax or disability insurance. Consultant is independently responsible for the payment of all applicable taxes.
13. Assignment. The Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the District.
14. Severability. If any provision of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.
15. Amendments. The terms of the Contract Documents shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.
16. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate Superior Court of California.

17. Binding Effect. This Agreement shall inure to the benefit of and shall be binding upon the Consultant and the District and their respective successors and assigns.
18. Written Notice. Written notice shall be deemed to have been duly served if delivered in person to the individual or member of the company for whom it was intended, or if delivered at or sent by registered or certified mail to the last business address known to the person who gives notice.

District:  
Sacramento City Unified School District  
Rose Ramos, Chief Business Officer  
5735 47th Avenue  
Sacramento, CA 95824

Consultant:  
Dr. Leigh T. Sata, AIA  
Sata Collaborates, LLC  
333 Beale Street, Unit 8i  
San Francisco, CA 94105

19. Non-Discrimination. It is the policy of the District that there shall be no discrimination against any of Consultant's prospective or active employees because of race, color, ancestry, national origin, sex or religious creed. Therefore, the Consultant agrees to comply with applicable federal and California laws.
20. Compliance with Law. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Consultant agrees that it shall comply with all legal requirements for the performance of its duties under this Agreement and that failure to do so shall constitute material breach.
21. Entire Agreement. This Agreement is intended by the Parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, not explained or supplemented by evidence of consistent additional terms.
22. Execution of Other Documents. The parties to the Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.
23. Execution in Counterparts. This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, or an original, with all signatures appended together, shall be deemed a fully executed agreement.

24. Board Approval. To the extent the Agreement exceeds an expenditure above the amount specified in Education Code section 17605, this Agreement, as to any such exceeded amount, is not enforceable and is invalid unless and until the exceeded amount is approved and/or ratified by the governing board of the Sacramento City Unified School District, as evidenced by a motion of said board duly passed and adopted.

Executed at Sacramento, California and San Francisco, CA, on the date and year first written above.

DISTRICT:

DocuSigned by:  
*Rose Ramos*  
CC6FE7C204D7402...

Rose Ramos  
Chief Business Officer

2/12/2021

Date

CONSULTANT:

DocuSigned by:  
*LEIGH T. SATA*  
B6A272380B7342A...

Sata Collaborates, LLC

2/12/2021

Date

**SERVICES AGREEMENT**

**Date:** July 1, 2021 **Place:** Sacramento, California

**Parties:** Sacramento City Unified School District, a political subdivision of the State of California, (hereinafter referred to as the "District"); and Choose College Educational Foundation, Inc. (hereinafter referred to as "Contractor").

**Recitals:**

A. The District is a public school district in the County of Sacramento, State of California, and has its administrative offices located at the Serna Center, 5735 47<sup>th</sup> Avenue, Sacramento, CA 95824.

B. The District desires to engage the services of the Contractor and to have said Contractor render services on the terms and conditions provided in this Agreement.

C. California Government Code Section 53060 authorizes a public school district to contract with and employ any persons to furnish to the District, services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained, experienced and competent to perform the required services, provided such contract is approved or ratified by the governing board of the school district. Said section further authorizes the District to pay from any available funds such compensation to such persons as it deems proper for the services rendered, as set forth in the contract.

D. The Contractor is specially trained, experienced and competent to perform the services required by the District, and such services are needed on a limited basis.

In consideration of the mutual promises contained herein, the parties agree as follows:

**ARTICLE 1. SERVICES.**

The Contractor hereby agrees to provide organizational development and capacity-building support for the District's African American Advisory Board (AAAB) ("Services") including:

<b>Proposed Activities &amp; Deliverables</b>	<b>Fee</b>	<b>Timeline</b>
<p><b>Task 1: Facilitation Support:</b> up to 4 Facilitators will:</p> <ul style="list-style-type: none"> <li>meet with and provide support to AAAB Committees to complete the AAAB by-laws <b>(by August 2021)</b></li> <li>assist the Executive Committee with pre-meeting planning and post-meeting debriefing and support <b>(July – December 2021)</b></li> <li>attend and support with facilitation and advisement as needed and requested during quarterly AAAB meetings <b>(July 2021 – June 2022)</b></li> </ul>	<p>Up to 4 Facilitators @ \$1125 per month x 10 months = <b>\$45,000</b></p> <p><b>Task 1 Subtotal: \$45,000</b></p>	<p>July 1, 2021 – May, 2022</p>
<p><b>Task 2: Development and Stakeholder Vetting Process of an AAAB Recommendations Implementation Plan</b></p>	<p>1. Implementation Plan Development</p>	<p>July 1, 2021- December 2021</p>

<p>– (includes researching, drafting, editing, vetting, revising, publication, file sharing system, progress monitoring aligned with District accountability reports)</p>	<ul style="list-style-type: none"> <li>• Up to 300 hours @\$160 per total personnel hours = <b>\$48,000</b></li> </ul> <p>2. Planning and Facilitation of Implementation Subcommittee Meetings</p> <ul style="list-style-type: none"> <li>• Up to (6) meetings @ \$700 per meeting = <b>\$4,200</b></li> </ul> <p>3. Planning and Facilitation of Community Stakeholder Meetings</p> <ul style="list-style-type: none"> <li>• Up to (4) meetings @ \$700 per meeting = <b>\$2,800</b></li> </ul> <p><b>Task 2: Subtotal = \$55,000</b></p>	
<p><b>Task 3: AAAB Sponsored Programmatic Elements</b> (including but not limited to – guest speakers, marketing and promotion, participant meals; professional development fees; videographers – documentarians; etc.)</p> <ul style="list-style-type: none"> <li>• (Up to 6) Community Stakeholder Learning Sessions</li> <li>• (Up to 4) Community Engagement Activities</li> <li>• (1) Culminating District-wide Student/Family Acknowledgement Event</li> </ul>	<p>1. Planning and facilitation of AAAB Learning Sessions</p> <ul style="list-style-type: none"> <li>• Up to (6) @ \$750 per session = <b>\$4,500</b></li> </ul> <p>2. AAAB Community Engagement Activities</p> <ul style="list-style-type: none"> <li>• Up to (4) @ \$5,000 per activity = <b>\$20,000</b></li> </ul> <p>3. Culminating District-wide Student Family Acknowledgement Event/Video Production = <b>\$50,500</b></p> <p><b>Task 3: Subtotal = \$75,000</b></p>	<p>September 2021 – June 2022</p>

**ARTICLE 2. TERM.**

This Agreement shall commence on July 1, 2021, and continue through June 30, 2022, unless sooner terminated, as set forth in Article 10 of this Agreement, provided all services under this Agreement are performed in a manner that satisfies both the needs and reasonable expectations of the District. The determination of a satisfactory performance shall be in the sole judgment and discretion of the District in light of applicable industry standards, if applicable. The term may be extended by mutual consent of the parties on the same terms and conditions by a mutually executed addendum.

**ARTICLE 3. PAYMENT.**

District agrees to pay Contractor for services satisfactorily rendered pursuant to this Agreement as follows:

Fee Rate: Fees as per table above. District shall not pay travel and other expenses. Total fee shall not exceed One Hundred Seventy-Five Thousand Dollars (\$175,000).



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Payment shall be made within 30 days upon submission of periodic invoice(s) to the attention of Malinda Chambers, Administrative Assistant, Office of the Deputy Superintendent, at [Malinda-chambers@scusd.edu](mailto:Malinda-chambers@scusd.edu).

#### **ARTICLE 4. EQUIPMENT AND FACILITIES.**

District will provide Contractor with access to all needed records and materials during normal business hours upon reasonable notice. However, District shall not be responsible for nor will it be required to provide personnel to accomplish the duties and obligations of Contractor under this Agreement. Contractor will provide all other necessary equipment and facilities to render the services pursuant to this Agreement.

#### **ARTICLE 5. WORKS FOR HIRE/COPYRIGHT/TRADEMARK/PATENT**

The Contractor understands and agrees that all matters specifically produced under this Agreement that contain no intellectual property or other protected works owned by Contractor shall be works for hire and shall become the sole property of the District and cannot be used without the District's express written permission. The District shall have the right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. The Contractor consents to the use of the Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose in any medium.

As to those matters specifically produced under this Agreement that are composed of intellectual property or other protected works, Contractor must clearly identify to the District those protected elements included in the completed work. The remainder of the intellectual property of such completed works shall be deemed the sole property of the District. The completed works that include both elements of Contractor's protected works and the District's protected works, shall be subject to a mutual non-exclusive license agreement that permits either party to utilize the completed work in a manner consistent with this Agreement including the sale, use, performance and distribution of the matters, for any purpose in any medium.

#### **ARTICLE 6. INDEPENDENT CONTRACTOR.**

Contractor's relationship to the District under this Agreement shall be one of an independent contractor. The Contractor and all of their employees shall not be employees or agents of the District and are not entitled to participate in any District pension plans, retirement, health and welfare programs, or any similar programs or benefits, as a result of this Agreement.

The Contractor and their employees or agents rendering services under this agreement shall not be employees of the District for federal or state tax purposes, or for any other purpose. The Contractor acknowledges and agrees that it is the sole responsibility of the Contractor to report as income its compensation from the District and to make the requisite tax filings and payments to the appropriate federal, state, and/or local tax authorities. No part of the Contractor's compensation shall be subject to withholding by the District for the payment of social security, unemployment, or disability insurance, or any other similar state or federal tax obligation.

The Contractor agrees to defend, indemnify and hold the District harmless from any and all claims, losses, liabilities, or damages arising from any contention by a third party that an employer-employee relationship exists by reason of this Agreement.

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The District assumes no liability for workers' compensation or liability for loss, damage or injury to persons or property during or relating to the performance of services under this Agreement.

**ARTICLE 7. FINGERPRINTING REQUIREMENTS.**

District has determined that services performed under this Agreement will result in limited contact with pupils. Contractor is required to comply with the conditions listed in Exhibit A, Contractor's Certification of Compliance. If the Contractor is unwilling to comply with these requirements, the Contractor's employees may not enter any school site until the Contractor provides the certification of fingerprinting clearance by the DOJ for employees providing services. These requirements apply to self-employed contractors.

**ARTICLE 8. MUTUAL INDEMNIFICATION.**

Each of the Parties shall defend, indemnify and hold harmless the other Party, its officers, agents and employees from any and all claims, liabilities and costs, for any damages, sickness, death, or injury to person(s) or property, including payment of reasonable attorney's fees, and including without limitation all consequential damages, from any cause whatsoever, arising directly or indirectly from or connected with the operations or services performed under this Agreement, caused in whole or in part by the negligent or intentional acts or omissions of the Parties or its agents, employees or subcontractors.

It is the intention of the Parties, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any damage attributable to fault of that Party. It is further understood and agreed that such indemnification will survive the termination of this Agreement.

**ARTICLE 9. INSURANCE.**

Prior to commencement of services and during the life of this Agreement, Contractor shall provide the District with a certificate of insurance reflecting its comprehensive general liability insurance coverage in a sum not less than \$1,000,000 per occurrence naming District as an additional insured. Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory. If insurance is not kept in force during the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the Contractor to the District.

**ARTICLE 10. TERMINATION.**

The District may terminate this Agreement without cause upon giving the Contractor thirty days written notice. Notice shall be deemed given when received by Contractor, or no later than three days after the day of mailing, whichever is sooner.

The District may terminate this Agreement with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Agreement by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor confirms its insolvency or is adjudged a bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Agreement shall cease and terminate. In the event of such termination, the District may secure the required services from

another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Agreement, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

#### **ARTICLE 11. ASSIGNMENT.**

This Agreement is for personal services to be performed by the Contractor. Neither this Agreement nor any duties or obligations to be performed under this Agreement shall be assigned without the prior written consent of the District, which shall not be unreasonably withheld. In the event of an assignment to which the District has consented, the assignee or his/her or its legal representative shall agree in writing with the District to personally assume, perform, and be bound by the covenants, obligations, and agreements contained in this Agreement.

#### **ARTICLE 12. NOTICES.**

Any notices, requests, demand or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed to the party to whom notice is to be given, by first class mail, registered or certified, postage prepaid, or on the day after dispatching by Federal Express or another overnight delivery service, and properly addressed as follows:

District:  
Sacramento City Unified School District  
Attn: Jessica Sulli, Contracts  
PO Box 246870  
Sacramento CA 95824-6870

Contractor:  
Dr. Robyn Fisher  
Choose College Educational Foundation  
22568 Mission Blvd Ste 517  
Hayward, CA 94541

#### **ARTICLE 13. ENTIRE AGREEMENT.**

This Agreement contains the entire agreement between the parties and supersedes all prior understanding between them with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations, oral or written, between or among the parties relating to the subject matter of this Agreement that are not fully expressed in this Agreement. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations under this Agreement be waived, except by written instrument signed by the party to be otherwise expressly permitted in this Agreement.

#### **ARTICLE 14. CONFLICT OF INTEREST.**

The Contractor shall abide by and be subject to all applicable District policies, regulations, statutes or other laws regarding conflict of interest. Contractor shall not hire any officer or employee of the District to perform any service covered by this Agreement. If the work is to be performed in connection with a Federal contract or grant, Contractor shall not hire any employee of the United States government to perform any service covered by this Agreement.

Contractor affirms to the best of their knowledge, there exists no actual or potential conflict of interest between Contractor's family, business or financial interest and the services provided under this Agreement. In the event of a change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to the District's attention in writing.

**ARTICLE 15. NONDISCRIMINATION.**

It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

**ARTICLE 16. SEVERABILITY.**

Should any term or provision of this Agreement be determined to be illegal or in conflict with any law of the State of California, the validity of the remaining portions or provisions shall not be affected thereby. Each term or provision of this Agreement shall be valid and be enforced as written to the full extent permitted by law.

**ARTICLE 17. RULES AND REGULATIONS.**

All rules and regulations of the District's Board of Education and all federal, state and local laws, ordinance and regulations are to be strictly observed by the Contractor pursuant to this Agreement. Any rule, regulation or law required to be contained in this Agreement shall be deemed to be incorporated herein.

**ARTICLE 18. APPLICABLE LAW/VENUE.**

This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

**ARTICLE 19. RATIFICATION BY BOARD OF EDUCATION.**

To the extent the Agreement exceeds an expenditure above the amount specified in Education Code section 17605, this Agreement, as to any such exceeded amount, is not enforceable and is invalid unless and until the exceeded amount is approved and/or ratified by the governing board of the Sacramento City Unified School District, as evidenced by a motion of said board duly passed and adopted.

Executed at Sacramento, California, on the day and year first above written.

**SACRAMENTO CITY  
UNIFIED SCHOOL DISTRICT**

**CHOOSE COLLEGE  
EDUCATIONAL FOUNDATION**

By: \_\_\_\_\_  
Rose Ramos  
Chief Business Officer

By: *Robyn Fisher* \_\_\_\_\_  
Dr. Robyn Fisher  
CEO

\_\_\_\_\_  
Date

*July 2, 2021*  
\_\_\_\_\_  
Date

---

**EXHIBIT A**

**CONTRACTOR CERTIFICATION of COMPLIANCE**

**Fingerprinting:** Education Code section 45125.1 provides that any contractor providing school site administrative or similar services to a school district must certify that employees who may come into contact with pupils have not been convicted of a serious or violent felony as defined by law. Those employees must be fingerprinted and the Department of Justice (DOJ) must report to the Contractor if they have been convicted of such felonies. No person convicted may be assigned to work under the contract. Depending on the totality of circumstances including (1) the length of time the employees will be on school grounds, (2) whether pupils will be in proximity of the site where the employees will be working and (3) whether the contractors will be working alone or with others, the District may determine that the employees will have only limited contact with pupils and neither fingerprinting nor certification is required.

The District has determined that section 45125.1 is applicable to this Agreement, and that the employees assigned to work at a school site under this Agreement will have only limited contact with pupils, provided the following conditions are met at all times:

1. Employees shall not come into contact with pupils or work in the proximity of pupils at any time except under the direct supervision of school district employees.
2. Employees shall use only restroom facilities reserved for District employees and shall not use student restrooms at any time.
3. Contractor will inform all employees who perform work at any school or District site of these conditions and require its employees, as a condition of employment, to adhere to them.
4. Contractor will immediately report to District any apparent violation of these conditions.
5. Contractor shall assume responsibility for enforcement of these conditions at all times during the term of this Agreement.

If, for any reason, the Contractor cannot adhere to the conditions stated above, the Contractor shall immediately so inform the District and shall assign only employees who have been fingerprinted and cleared for employment by the Department of Justice. In that case, the Contractor shall provide to the District the names of all employees assigned to perform work under this Agreement. Compliance with these conditions, or with the fingerprinting requirements, is a condition of this Agreement, and the District reserves the right to suspend or terminate the Agreement at any time for noncompliance.

*Robyn Fisher*  
\_\_\_\_\_  
Dr. Robyn Fisher, CEO

*July 2, 2021*  
\_\_\_\_\_  
Date



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## SERVICES AGREEMENT

**Date:** May 28, 2021 **Place:** Sacramento, California

**Parties:** Sacramento City Unified School District, a political subdivision of the State of California, (hereinafter referred to as the "District"); and Uptown Studios, Inc. (hereinafter referred to as "Contractor").

### Recitals:

A. The District is a public school district in the County of Sacramento, State of California, and has its administrative offices located at the Serna Center, 5735 47<sup>th</sup> Avenue, Sacramento, CA 95824.

B. The District desires to engage the services of the Contractor and to have said Contractor render services on the terms and conditions provided in this Agreement.

C. California Government Code Section 53060 authorizes a public school district to contract with and employ any persons to furnish to the District, services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained, experienced and competent to perform the required services, provided such contract is approved or ratified by the governing board of the school district. Said section further authorizes the District to pay from any available funds such compensation to such persons as it deems proper for the services rendered, as set forth in the contract.

D. The Contractor is specially trained, experienced and competent to perform the services required by the District, and such services are needed on a limited basis.

In consideration of the mutual promises contained herein, the parties agree as follows:

### ARTICLE 1. SERVICES.

The Contractor hereby agrees to provide to the District the services as described below ("Services"):

#### 1. Distribute Vaccination Materials (\$5,000)

Distribute vaccination posters on community bulletin boards and distribute postcards at targeted grocery stores and neighborhoods, July – September 2021 and January – June 2022. Does not include printing of materials.

#### 2. Outdoor Advertising (\$11,500/mo. x 3)

Digital billboard placement along major highways throughout Sacramento, July – September 2021.

#### 3. Social Media Management and Ad Buys (\$5,000/mo. x 12)

- Create social Selfie contest
- Instagram takeover by students
- Social media training for students
- Have students create vax videos for their own channels on TikTok
- Engage with Youth Media team



- Includes paid ads \$500/mo.
- Create at least five posts per week for Facebook, Twitter, and Instagram promoting vaccination campaign

#### **4. Outreach Events/Research (\$1,250/mo. x 12)**

- Design pop up venue to take to events
- Create an outreach and partnership campaign with 25 community-based organizations (CBOs) to be determined. As a partner they will be asked to share information with their constituents/clients about vaccination and share the marketing materials
- Outreach to other student leadership groups throughout the city
- Focus groups with students – 1 focus group for 90 minutes

### **ARTICLE 2. TERM.**

This Agreement shall commence on May 28, 2021, and continue through completion of services, unless sooner terminated, as set forth in Article 10 of this Agreement, provided all services under this Agreement are performed in a manner that satisfies both the needs and reasonable expectations of the District. The determination of a satisfactory performance shall be in the sole judgment and discretion of the District in light of applicable industry standards, if applicable. The term may be extended by mutual consent of the parties on the same terms and conditions by a mutually executed addendum.

### **ARTICLE 3. PAYMENT.**

District agrees to pay Contractor for services satisfactorily rendered pursuant to this Agreement as follows:

Fee Rate: Fees per scope above. District shall not pay travel and other expenses. Total fee shall not exceed One Hundred Fourteen Thousand, Five Hundred Dollars (\$114,500).

Payment shall be made within 30 days upon submission of periodic invoice(s) to the attention of Erika Zavaleta, Administrative Assistant, Student Support, at [erika-zavaleta@scusd.edu](mailto:erika-zavaleta@scusd.edu).

### **ARTICLE 4. EQUIPMENT AND FACILITIES.**

District will provide Contractor with access to all needed records and materials during normal business hours upon reasonable notice. However, District shall not be responsible for nor will it be required to provide personnel to accomplish the duties and obligations of Contractor under this Agreement. Contractor will provide all other necessary equipment and facilities to render the services pursuant to this Agreement.

### **ARTICLE 5. WORKS FOR HIRE/COPYRIGHT/TRADEMARK/PATENT**

The Contractor understands and agrees that all matters specifically produced under this Agreement that contain no intellectual property or other protected works owned by Contractor shall be works for hire and shall become the sole property of the District and cannot be used without the District's express written permission. The District shall have the right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the District. The Contractor consents to the use of the Contractor's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose in any medium.



As to those matters specifically produced under this Agreement that are composed of intellectual property or other protected works, Contractor must clearly identify to the District those protected elements included in the completed work. The remainder of the intellectual property of such completed works shall be deemed the sole property of the District. The completed works that include both elements of Contractor's protected works and the District's protected works, shall be subject to a mutual non-exclusive license agreement that permits either party to utilize the completed work in a manner consistent with this Agreement including the sale, use, performance and distribution of the matters, for any purpose in any medium.

#### **ARTICLE 6. INDEPENDENT CONTRACTOR.**

Contractor's relationship to the District under this Agreement shall be one of an independent contractor. The Contractor and all of their employees shall not be employees or agents of the District and are not entitled to participate in any District pension plans, retirement, health and welfare programs, or any similar programs or benefits, as a result of this Agreement.

The Contractor and their employees or agents rendering services under this agreement shall not be employees of the District for federal or state tax purposes, or for any other purpose. The Contractor acknowledges and agrees that it is the sole responsibility of the Contractor to report as income its compensation from the District and to make the requisite tax filings and payments to the appropriate federal, state, and/or local tax authorities. No part of the Contractor's compensation shall be subject to withholding by the District for the payment of social security, unemployment, or disability insurance, or any other similar state or federal tax obligation.

The Contractor agrees to defend, indemnify and hold the District harmless from any and all claims, losses, liabilities, or damages arising from any contention by a third party that an employer-employee relationship exists by reason of this Agreement.

The District assumes no liability for workers' compensation or liability for loss, damage or injury to persons or property during or relating to the performance of services under this Agreement.

#### **ARTICLE 7. FINGERPRINTING REQUIREMENTS.**

District has determined that services performed under this Agreement will result in limited contact with pupils. Contractor is required to comply with the conditions listed in Exhibit A, Contractor's Certification of Compliance. If the Contractor is unwilling to comply with these requirements, the Contractor's employees may not enter any school site until the Contractor provides the certification of fingerprinting clearance by the DOJ for employees providing services. These requirements apply to self-employed contractors.

#### **ARTICLE 8. MUTUAL INDEMNIFICATION.**

Each of the Parties shall defend, indemnify and hold harmless the other Party, its officers, agents and employees from any and all claims, liabilities and costs, for any damages, sickness, death, or injury to person(s) or property, including payment of reasonable attorney's fees, and including without limitation all consequential damages, from any cause whatsoever, arising directly or indirectly from or connected with the operations or services performed under this Agreement, caused in whole or in part by the negligent or intentional acts or omissions of the Parties or its agents, employees or subcontractors.

It is the intention of the Parties, where fault is determined to have been contributory, principles of comparative fault will be followed and each Party shall bear the proportionate cost of any





damage attributable to fault of that Party. It is further understood and agreed that such indemnification will survive the termination of this Agreement.

#### **ARTICLE 9. INSURANCE.**

Prior to commencement of services and during the life of this Agreement, Contractor shall provide the District with a certificate of insurance reflecting its comprehensive general liability insurance coverage in a sum not less than \$1,000,000 per occurrence naming District as an additional insured. Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory. If insurance is not kept in force during the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the Contractor to the District.

#### **ARTICLE 10. TERMINATION.**

The District may terminate this Agreement without cause upon giving the Contractor thirty days written notice. Notice shall be deemed given when received by Contractor, or no later than three days after the day of mailing, whichever is sooner.

The District may terminate this Agreement with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Agreement by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor confirms its insolvency or is adjudged a bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Agreement shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Agreement, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

#### **ARTICLE 11. ASSIGNMENT.**

This Agreement is for personal services to be performed by the Contractor. Neither this Agreement nor any duties or obligations to be performed under this Agreement shall be assigned without the prior written consent of the District, which shall not be unreasonably withheld. In the event of an assignment to which the District has consented, the assignee or his/her or its legal representative shall agree in writing with the District to personally assume, perform, and be bound by the covenants, obligations, and agreements contained in this Agreement.

#### **ARTICLE 12. NOTICES.**

Any notices, requests, demand or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed to the party to whom notice is to be given, by first class mail, registered or certified, postage prepaid, or on the day after dispatching by Federal Express or another overnight delivery service, and properly addressed as follows:



District:  
Sacramento City Unified School District  
Attn: Jessica Sulli, Contracts  
PO Box 246870  
Sacramento CA 95824-6870

Contractor:  
Uptown Studios, Inc.  
PO Box 189473  
Sacramento, CA 95818

#### **ARTICLE 13. ENTIRE AGREEMENT.**

This Agreement contains the entire agreement between the parties and supersedes all prior understanding between them with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations, oral or written, between or among the parties relating to the subject matter of this Agreement that are not fully expressed in this Agreement. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations under this Agreement be waived, except by written instrument signed by the party to be otherwise expressly permitted in this Agreement.

#### **ARTICLE 14. CONFLICT OF INTEREST.**

The Contractor shall abide by and be subject to all applicable District policies, regulations, statutes or other laws regarding conflict of interest. Contractor shall not hire any officer or employee of the District to perform any service covered by this Agreement. If the work is to be performed in connection with a Federal contract or grant, Contractor shall not hire any employee of the United States government to perform any service covered by this Agreement.

Contractor affirms to the best of their knowledge, there exists no actual or potential conflict of interest between Contractor's family, business or financial interest and the services provided under this Agreement. In the event of a change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to the District's attention in writing.

#### **ARTICLE 15. NONDISCRIMINATION.**

It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

#### **ARTICLE 16. SEVERABILITY.**

Should any term or provision of this Agreement be determined to be illegal or in conflict with any law of the State of California, the validity of the remaining portions or provisions shall not be affected thereby. Each term or provision of this Agreement shall be valid and be enforced as written to the full extent permitted by law.

#### **ARTICLE 17. RULES AND REGULATIONS.**

All rules and regulations of the District's Board of Education and all federal, state and local laws, ordinance and regulations are to be strictly observed by the Contractor pursuant to this Agreement. Any rule, regulation or law required to be contained in this Agreement shall be deemed to be incorporated herein.



**ARTICLE 18. APPLICABLE LAW/VENUE.**

This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

**ARTICLE 19. RATIFICATION BY BOARD OF EDUCATION.**

To the extent the Agreement exceeds an expenditure above the amount specified in Education Code section 17605, this Agreement, as to any such exceeded amount, is not enforceable and is invalid unless and until the exceeded amount is approved and/or ratified by the governing board of the Sacramento City Unified School District, as evidenced by a motion of said board duly passed and adopted.

Executed at Sacramento, California, on the day and year first above written.

**SACRAMENTO CITY  
UNIFIED SCHOOL DISTRICT**

**UPTOWN STUDIOS, INC.**

DocuSigned by:  
*Rose Ramos*  
By: CC6FE7C204D7402...  
\_\_\_\_\_  
Rose Ramos  
Chief Business Officer

*Tina Reynolds*  
By: \_\_\_\_\_  
Tina Reynolds  
CEO

\_\_\_\_\_  
07/02/2021  
Date

\_\_\_\_\_  
6/18/2021  
Date

**EXHIBIT A****CONTRACTOR CERTIFICATION of COMPLIANCE**

**Fingerprinting:** Education Code section 45125.1 provides that any contractor providing school site administrative or similar services to a school district must certify that employees who may come into contact with pupils have not been convicted of a serious or violent felony as defined by law. Those employees must be fingerprinted and the Department of Justice (DOJ) must report to the Contractor if they have been convicted of such felonies. No person convicted may be assigned to work under the contract. Depending on the totality of circumstances including (1) the length of time the employees will be on school grounds, (2) whether pupils will be in proximity of the site where the employees will be working and (3) whether the contractors will be working alone or with others, the District may determine that the employees will have only limited contact with pupils and neither fingerprinting nor certification is required.

The District has determined that section 45125.1 is applicable to this Agreement, and that the employees assigned to work at a school site under this Agreement will have only limited contact with pupils, provided the following conditions are met at all times:

1. Employees shall not come into contact with pupils or work in the proximity of pupils at any time except under the direct supervision of school district employees.
2. Employees shall use only restroom facilities reserved for District employees and shall not use student restrooms at any time.
3. Contractor will inform all employees who perform work at any school or District site of these conditions and require its employees, as a condition of employment, to adhere to them.
4. Contractor will immediately report to District any apparent violation of these conditions.
5. Contractor shall assume responsibility for enforcement of these conditions at all times during the term of this Agreement.

If, for any reason, the Contractor cannot adhere to the conditions stated above, the Contractor shall immediately so inform the District and shall assign only employees who have been fingerprinted and cleared for employment by the Department of Justice. In that case, the Contractor shall provide to the District the names of all employees assigned to perform work under this Agreement. Compliance with these conditions, or with the fingerprinting requirements, is a condition of this Agreement, and the District reserves the right to suspend or terminate the Agreement at any time for noncompliance.

A handwritten signature in black ink that reads "Tina Reynolds". The signature is written in a cursive, flowing style.

Tina Reynolds, CEO

Date June 16, 2021

## WORK FOR HIRE AGREEMENT

This Work for Hire Agreement (this “Agreement”) is made effective as of June 30, 2021, by and between Susan B. Anthony Elementary (hereinafter referred to as “SCHOOL”) and Fathom Technologies, LLC dba Fathom Reads (hereinafter referred to as “CONTRACTOR”) in this Agreement, wherein SCHOOL is the party who is contracting to receive the services and CONTRACTOR is the party who will be providing the services.

1. **DESCRIPTION OF SERVICES.** Beginning upon signing by both Parties, CONTRACTOR will have the sole right to control and direct the means, manner, and method by which it will provide the following services, (collectively, the “Services”) as needed by SCHOOL:
  - A. Add Hmong language text and audio narration to the 52 Core Knowledge History and Geography (CKHG) ebooks as shown in Appendix A, which are currently live on the Fathom Reads digital platform.
    - (1) Sub-contract and manage Hmong translation
    - (2) Sub-contract and manage Hmong audio narration
    - (3) Create the Hmong ebooks from the translations and narrations
  - B. Provide lifetime, unlimited, simultaneous, school-wide and home access for the use of SCHOOLS’s staff, teachers, students, and their families to the 52 CKHG ebooks in the two current languages, English and Spanish and any languages that may become available in the future.
  - C. Provide one, 30-book classroom set in paperback format for each of the 52 Hmong translations. Additional paperbacks may be purchased at 50% off retail price.
2. **PAYMENT FOR SERVICES.** SCHOOL will pay compensation to CONTRACTOR for the Services in the amount of \$292,778. CONTRACTOR is responsible for all expenses and costs incurred by CONTRACTOR in performance of the Services.

Series	Grade	Books	Pages	Total	%
History and Geography Units for K-2	K	4	184	\$5,473	2%
History and Geography Units for K-2	1	9	338	\$12,204	4%
History and Geography Units for K-2	2	11	440	\$17,072	6%
History and Geography Units for 3-6	3	6	401	\$30,646	10%
History and Geography Units for 3-6	4	7	768	\$63,869	22%
History and Geography Units for 3-6	5	9	945	\$83,511	29%
History and Geography Units for 3-6	6	6	842	\$80,004	27%
		52	3,918	\$292,778	100%

CONTRACTOR will establish an escrow account from which to draw funds as needed. Invoices will be submitted to SCHOOL periodically. SCHOOL will then have 14 days to review the completed translations, audio, and/or finished Hmong books online and provide written approval of the invoices at which time CONTRACTOR may withdraw funds in the amount of the invoice(s) from the escrow account. In addition, SCHOOL will receive monthly escrow statements from the escrow

agent. To ensure translation standards are met, CONTRACTOR will have its sub-contractors use SCHOOL developed translation protocols.

3. **TERM/TERMINATION.** This Agreement shall terminate automatically within two (2) years of the effective date unless the parties mutually agree to extend this Agreement in writing. Termination of the working relationship does not terminate CONTRACTOR's duties of confidentiality and non-use, such duties to continue for a period not less than six (6) years of the date of this Agreement. CONTRACTOR understands that confidential information relating to Personally Identifiable Information of SCHOOL staff, teachers, and students, must be kept in full confidence indefinitely. SCHOOL may terminate this Agreement with or without cause 30 days after SCHOOL's delivery to CONTRACTOR of written notice of termination. Written notice will address whether, or not to complete books already in progress. CONTRACTOR will submit a Summary of Services for work reflecting actual work completed up to the date of termination.
4. **RELATIONSHIP OF PARTIES.** It is understood by the parties that CONTRACTOR, in performance of this Agreement, is acting as an independent contractor and not as an employee, agent, partner or joint venture of SCHOOL. SCHOOL will not provide fringe benefits, including health benefits, paid vacation, or any other employee benefit.
5. **WORK PRODUCT OWNERSHIP.** Any copyrightable works, ideas, discoveries, invention, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by CONTRACTOR in connection with the Services shall be the exclusive property of CONTRACTOR.
6. **CONFIDENTIALITY.** CONTRACTOR will not at any time or in any manner, either directly or indirectly, use for the personal benefit of CONTRACTOR, divulge, disclose, or communicate in any manner any information that is proprietary to SCHOOL or clients of SCHOOL. CONTRACTOR will protect such information and treat it as strictly confidential ("Confidential Information"). This provision shall continue to be effective after the termination of this Agreement. Upon termination of this Agreement, CONTRACTOR will return to SCHOOL all records, notes, documentation, and other items that were used, created, or controlled by CONTRACTOR during this Agreement. CONTRACTOR shall notify SCHOOL immediately upon discovery of any unauthorized use or disclosure of Confidential Information or any other breach or possible breach of this Agreement; and shall cooperate in every reasonable way with SCHOOL to help regain possession of such Confidential Information and prevent its further unauthorized use or disclosure. CONTRACTOR acknowledges that irreparable harm may result from use or disclosure of Confidential Information in violation of this Agreement and agrees that there is no adequate remedy at law for any breach of the obligations hereunder and upon any such breach or any threat thereof, SCHOOL shall be entitled to appropriate equitable relief, including injunctive relief, in addition to any other remedies to which SCHOOL is entitled.
7. **REPRESENTATION.** CONTRACTOR further represents and warrants that s/he is legally authorized to enter into this Agreement, and is not subject to any restriction, agreement, conflict, or other condition that would prevent her/him from performing the duties of engagement to SCHOOL. CONTRACTOR warrants that there is no other contract or duty on CONTRACTOR's part that conflicts with or is inconsistent with this Agreement.
8. **INDEMNITY.** If CONTRACTOR is employed or engaged with any third party, CONTRACTOR agrees to indemnify and hold harmless SCHOOL from any claims that may arise from such employment.

Further CONTRACTOR agrees to indemnify and hold harmless SCHOOL from any claims that may arise from this Agreement. CONTRACTOR will indemnify SCHOOL against all liability caused by reason of any (a) breach by CONTRACTOR of CONTRACTOR's obligations under this Agreement, (b) negligent act or omission of CONTRACTOR in connection with CONTRACTOR's activities under this Agreement and/or (c) misrepresentation by CONTRACTOR in connection with CONTRACTOR's activities under this Agreement.

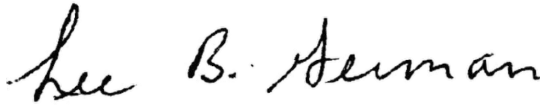
9. **ASSIGNMENT.** This Agreement is not assignable or transferable by CONTRACTOR without express written consent of SCHOOL.
10. **SUBCONTRACTORS.** Except as set forth in paragraphs 1.A.(1) & (2) of this Agreement, CONTRACTOR may not subcontract any portion of the Services and other obligations under this Agreement without the express written permission of SCHOOL.
11. **PUBLICITY.** CONTRACTOR shall not issue any press releases or public announcements regarding its business relationship with SCHOOL without having first obtained SCHOOL's written consent.
12. **ENTIRE AGREEMENT.** This Agreement contains the entire Agreement of the parties, and there are no other promises or conditions in any other Agreement whether oral or written.
13. **SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid or enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such a provision will be deemed to be written, construed, and enforced as so limited.

**14. GOVERNING LAW.** This Agreement will be governed by and construed in accordance with the laws of the State of California, USA without regard to principles of conflict of laws; venue shall also be in the State of California, USA.

**IN WITNESS WHEREOF,** the Parties have caused this Agreement to be executed by their duly authorized representatives signing below:

**CONTRACTOR**

Fathom Technologies, LLC  
d/b/a Fathom Reads  
612 Johnnie Dodds Blvd., Suite A3  
Mount Pleasant, SC 29464  
Phone: 843-278-2285



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Lee B. German

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
President

\_\_\_\_\_  
Title

\_\_\_\_\_  
6/30/2021

\_\_\_\_\_  
Date

**SCHOOL**

Susan B. Anthony Elementary  
7864 Detroit Blvd  
Sacramento, CA 95832  
Phone: 916-433-5353

DocuSigned by:



CC6FE7C204D7402...

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Rose Ramos

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
CBO, Sacramento City USD

\_\_\_\_\_  
Title

\_\_\_\_\_  
07/08/2021

\_\_\_\_\_  
Date



## Appendix A

### Listing of the 52 Core Knowledge History and Geography Books

<u>Gr</u>	<u>Title</u>	<u>Pages</u>	<u>Price</u>
History and Geography Units for K-2			
K	Exploring and Moving to America	50	\$1,600
K	Let's Explore the World	58	\$1,680
K	Mount Rushmore Presidents, The	38	\$1,116
K	Native Americans	38	\$1,076
1	Ancient Egypt	32	\$990
1	Continents, Countries, and Maps	50	\$1,775
1	Culture of Mexico, The	36	\$1,226
1	Early Civilizations of the Americas	38	\$1,467
1	Early Explorers and Settlers	42	\$1,540
1	Exploring the West	34	\$1,315
1	From Colonies to Independence	48	\$1,966
1	Mesopotamia	24	\$708
1	Three World Religions	34	\$1,216
2	Americans Move West	50	\$1,955
2	Ancient China	38	\$1,519
2	Ancient Greece	42	\$1,538
2	Ancient India	26	\$1,048
2	Civil Rights Leaders	56	\$2,333
2	Civil War, The	48	\$1,885
2	Culture of Japan, The	32	\$1,116
2	Geography of the Americas	48	\$1,957
2	Immigration and Citizenship	40	\$1,424
2	Making the Constitution	30	\$1,042
2	War of 1812, The	30	\$1,256
	Sub-total:	<u>962</u>	<u>\$34,748</u>
History and Geography Units for 3-6			
3	Ancient Rome	100	\$7,586
3	Earliest Americans, The	50	\$3,698
3	Exploration of North America	65	\$5,467
3	Thirteen Colonies, The	108	\$8,293
3	Vikings, The	37	\$2,544
3	World Rivers	41	\$3,057
4	American Revolution, The	146	\$9,519
4	Dynasties of China	76	\$6,677
4	Early Islamic Civilization and African Kingdoms	104	\$8,198
4	Early Presidents and Social Reformers	110	\$10,125
4	Exploring Maps and World Mountains	90	\$8,208
4	Medieval Europe	158	\$13,828
4	United States Constitution, The	84	\$7,315
5	Age of Exploration, The	93	\$8,475

5	Civil War, The	186	\$16,770
5	Czars and Shoguns: Early Russia and Feudal Japan	86	\$7,251
5	From the Renaissance to England's Golden Age	190	\$16,957
5	Geography of the United States, The	72	\$6,680
5	Maya, Aztec, and Inca Civilizations	62	\$5,363
5	Native Americans and Westward Expansion: Cultures and Conflicts	140	\$12,160
5	Westward Expansion Before the Civil War	82	\$6,536
5	World Lakes	34	\$3,320
6	Ancient Greece and Rome	154	\$14,876
6	Enlightenment, The French Revolution, and Romanticism, The	170	\$16,229
6	Independence for Latin America	100	\$10,144
6	Industrial Revolution: Changes and Challenges, The	108	\$9,807
6	Making of America: Immigration, Industrialization, and Reform, The	255	\$25,476
6	World Deserts	55	\$3,472
	Sub-total:	2,956	\$258,030
	Total:	5,481	\$292,778

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Boys and Girls Club of Greater Sacramento**

The Sacramento City Unified School District (“District”) and the Boys and Girls Club of Greater Sacramento (BGC) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage BOYS AND GIRLS CLUB OF GREATER SACRAMENTO to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following sites during summer 2021: Edward Kemble and Ethel I Baker Elementary. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, BOYS AND GIRLS CLUB OF GREATER SACRAMENTO will work collaboratively with the District to develop, support, coordinate, and implement the *SummerMatters* program at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All BGC employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 et seq., which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. BGC shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. BGC shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. BGC shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse BGC for direct services not to exceed **\$88,664.40** be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	Edward Kemble and Ethel I Baker Elementary	\$88,664.40	160 students/Per day
<b>Total Amount</b>		<b>\$88,664.40</b>	

The final installment shall not be invoiced by BGC or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, BGC shall provide documentation of **\$13,299.60** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, BGC and each of BGC employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, BGC shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. BGC will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of the

Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the BGC to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. BGC agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify BGC of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, BGC agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* BGC shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. BGC agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful

misconduct, negligence, injury or other causes of action or liability proximately caused by BGC and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. BGC has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between BGC and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between BGC and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: DocuSigned by:  
Rose Ramos  
CC6FE7C204D7402... 07/02/2021  
 Rose Ramos Date  
 Chief Business Officer  
 Sacramento City Unified School District

**AGENCY NAME: BOYS AND GIRLS CLUB OF GREATER SACRAMENTO**

By: Kimberly Key June 16, 2021  
 Authorized Signature Date  
 Print Name: Kimberly Key  
 Title: CEO

Sacramento City Unified School District and Boys and Girls Club of Greater Sacramento:  
Attachment A

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DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for Edward Kemble and Ehtel I Baker that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of BOYS AND GIRLS CLUB OF GREATER SACRAMENTO to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, BGC site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Boys and Girls Club of Greater Sacramento shall:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
3. Provide a comprehensive Summer Learning academic, enrichments and recreation program.
4. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by BGC and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **BGC shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.



15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Boys and Girls Club of Greater Sacramento  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
  
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
  
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
  
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming
  
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming

- c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.

COVID-19 Addendum

**In further consideration for this Agreement, BGC enters this COVID-19 Addendum as BGC would be providing services from the school sites:**

1. BGC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. BGC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. BGC will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

BGC: Kimberly Key

Address: 5212 Lemon Hill Ave. Sacramento 95824

Signature and Title: Kimberly Key, CEO

Work Phone: 916-392-1350 Other Phone: 916-801-0760 (cell)

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Center for Fathers and Families**

The Sacramento City Unified School District (“District”) and the Center for Fathers and Families (CFF) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage CENTER FOR FATHERS AND FAMILIES to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following sites during summer 2021: Harkness Elementary, New Joseph Bonnhiem and Oak Ridge Elementary. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, CENTER FOR FATHERS AND FAMILIES will work collaboratively with the District to develop, support, coordinate, and implement the ***SummerMatters* program** at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All CFF employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 et seq., which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. CFF shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. CFF shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. CFF shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse CFF for direct services not to exceed \$ be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	Harkness Elementary, New Joseph Bonnheim and Oak Ridge Elementary	\$132,382.50	240 students/per day
<b>Total Amount</b>		<b>\$132,382.50</b>	

The final installment shall not be invoiced by CFF or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, CFF shall provide documentation of **\$19,857.38** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, CFF and each of CFF employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, CFF shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. CFF will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District

shall be excess and noncontributory." If insurance is not kept in force during the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the CFF to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. CFF agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify CFF of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, CFF agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* CFF shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. CFF agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities

whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by CFF and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. CFF has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between CFF and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between CFF and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.



P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: DocuSigned by:  
Rose Ramos  
CC6FE7C204D7402... 07/02/2021  
Date

Rose Ramos  
Chief Business Officer  
Sacramento City Unified School District

**AGENCY NAME: CENTER FOR FATHERS AND FAMILIES**

By: [Signature] JUNE 16, 2021  
Authorized Signature Date

Print Name: RICHARD T. JENNINGS II

Title: CHIEF EXECUTIVE OFFICER

Sacramento City Unified School District and Center for Fathers and Families:  
Attachment A

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DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for Harkness Elementary, New Joseph bonnehim Elementary and Oak Ridge Elementary, who will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of CENTER FOR FATHERS AND FAMILIES to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, CFF site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Center for Fathers and Families shall:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
3. Provide a comprehensive Summer Learning academic, enrichments and recreation program.
4. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by CFF and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **CFF shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.

14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Center for Fathers and Families  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming
  - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement

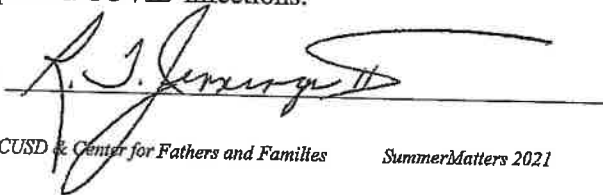
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.

COVID-19 Addendum

**In further consideration for this Agreement, CFF enters this COVID-19 Addendum as CFF would be providing services from the school sites:**

1. CFF agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. CFF agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. CFF will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

CFF:



Address: 920 DEL PASO BLVD, SACRAMENTO, CA 95815

Signature and Title: [Signature] CEO

Work Phone: (916) 568-3237 Other Phone: (916) 804-6133

# AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
City of Sacramento, Youth, Parks and Community Enrichment**

The Sacramento City Unified School District (“District”) and the City of Sacramento, Youth, Parks and Community Enrichment (CITY OF SAC) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

## RECITALS

WHEREAS, the District desires to engage CITY OF SACRAMENTO, Youth, Parks and Community Enrichment to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following sites during summer 2021: Sam Brannan Middle School. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, CITY OF SACRAMENTO, Youth, Parks and Community Enrichment will work collaboratively with the District to develop, support, coordinate, and implement the ***SummerMatters*** program at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All CITY OF SAC employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 *et seq.*, which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. CITY OF SAC shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);



ii. CITY OF SAC shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. CITY OF SAC shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse CITY OF SAC for direct services not to exceed **\$33,749.28** be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	Sam Brannan Middle School	\$33,749.28	80 students/Per day
<b>Total Amount</b>		<b>\$33,749.28</b>	

The final installment shall not be invoiced by CITY OF SAC or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, CITY OF SAC shall provide documentation of **\$5,062.39** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, CITY OF SAC and each of CITY OF SAC employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, CITY OF SAC shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. CITY OF SAC will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during

the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the CITY OF SAC to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. CITY OF SAC agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify CITY OF SAC of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, CITY OF SAC agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* CITY OF SAC shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. CITY OF SAC agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by CITY OF SAC

and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. CITY OF SAC has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between CITY OF SAC and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between CITY OF SAC and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Rose Ramos  
Chief Business Officer  
Sacramento City Unified School District

**AGENCY NAME: CITY OF SACRAMENTO, YOUTH, PARKS AND COMMUNITY ENRICHMENT**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Signature

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

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

DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for Sam Brannan that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of CITY OF SACRAMENTO, Youth, Parks and Community Enrichment to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, CITY OF SAC site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

City of Sacramento, Youth, Parks and Community Enrichment:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
3. Provide a comprehensive Summer Learning academic, enrichments and recreation program.
4. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by CITY OF SAC and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **CITY OF SAC shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.

18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming
  - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
6. In order to support academic achievement, Service Providers/staff should:

- a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.



COVID-19 Addendum

**In further consideration for this Agreement, CITY OF SAC enters this COVID-19 Addendum as CITY OF SAC would be providing services from the school sites:**

1. CITY OF SAC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. CITY OF SAC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. CITY OF SAC will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

CITY OF SAC: \_\_\_\_\_

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

Signature and Title: \_\_\_\_\_

Work Phone: \_\_

Other Phone: \_\_\_\_

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Leaders of Tomorrow**

The Sacramento City Unified School District (“District”) and the Leaders of Tomorrow (LOT) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage LEADERS OF TOMORROW to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following site during summer 2021: John Sloat Elementary. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, LEADERS OF TOMORROW will work collaboratively with the District to develop, support, coordinate, and implement the *SummerMatters* program at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All LOT employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 et seq., which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. LOT shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. LOT shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. LOT shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse LOT for direct services not to exceed **\$44,160** be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	John Sloat Elementary	\$44,160.00	80 students/per day
<b>Total Amount</b>		<b>\$44,160.00</b>	

The final installment shall not be invoiced by LOT or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, LOT shall provide documentation of **\$6,624.00** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, LOT and each of LOT employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, LOT shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. LOT will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the LOT to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. LOT agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify LOT of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, LOT agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* LOT shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. LOT agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by LOT and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. LOT has no

obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between LOT and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between LOT and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.


O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.


Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: 

  
DocuSigned by:  
CC6FE7C204D7402...
  
 Rose Ramos  
 Chief Business Officer  
 Sacramento City Unified School District
 
07/02/2021  
 Date

**AGENCY NAME: LEADERS OF TOMORROW**

By: 

  
 Authorized Signature
 

6.14.21  
 Date

Print Name: Pendrel Ventress

Title: Executive Director

Sacramento City Unified School District and Leaders of Tomorrow:  
Attachment A

---

DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for John Sloat that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of LEADERS OF TOMORROW to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
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10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, LOT site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Leaders of Tomorrow shall:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
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5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **LOT shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.

15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
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7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.



Sacramento City Unified School District and Leaders of Tomorrow  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming

5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming
  - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
  
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
  
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
  
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
  
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
  
10. Program managers and instructional aids will participate in district offered professional development.
  
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.

COVID-19 Addendum

**In further consideration for this Agreement, LOT enters this COVID-19 Addendum as LOT would be providing services from the school sites:**

1. LOT agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. LOT agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. LOT will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

LOT: \_\_\_\_\_

Address: 4955 Giant Panda Drive Sacramento, CA 95831

Signature and Title: Penelope Ventresca

Work Phone: 916.524.2365

Other Phone:

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Roberts Family Development Center**

The Sacramento City Unified School District (“District”) and the Roberts Family Development Center (RFDC) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on May 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage ROBERTS FAMILY DEVELOPMENT CENTER to develop, maintain and sustain Freedom School Summer Program, providing summer academic and enrichment services to the following sites during Summer 2021: Leataata Floyd Elementary. The primary purpose of Freedom School Summer Program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, ROBERTS FAMILY DEVELOPMENT CENTER will work collaboratively with the District to develop, support, coordinate, and implement the **Freedom School Summer Program** respectively at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All RFDC employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 et seq., which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. RFDC shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. RFDC shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iii RFDC shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 29 days, District shall reimburse RFDC for direct services not to exceed **\$230,198.00** be made in installments upon receipt of three properly submitted invoices. The first invoice will be submitted during the month June in order to cover the overhead and staffing training costs. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (29)</b>
Freedom School Summer Program	Leataata Floyd	\$230,198.00	120 students/per day
<b>Total Amount</b>		<b>\$230,198.00</b>	

The final installment shall not be invoiced by RFDC or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, RFDC shall provide documentation of **\$34,529.70** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, RFDC and each of RFDC employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, RFDC shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. RFDC will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of the

Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the RFDC to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. RFDC agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify RFDC of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, RFDC agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* RFDC shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly-issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from May 24, 2021, through August 6, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. RFDC agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by RFDC and/or

its successors, assigns, directors, employees, officers, and agents related this Agreement. RFDC has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between RFDC and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between RFDC and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.



Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: DocuSigned by:  
Rose Ramos  
CC8FE7C204D7402  
 \_\_\_\_\_  
**Rose Ramos**  
**Chief Business Officer**  
**Sacramento City Unified School District**

06/18/2021  
 \_\_\_\_\_  
**Date**

**AGENCY NAME: ROBERTS FAMILY DEVELOPMENT CENTER**

By:           *Demell K. Robert*            
 Authorized Signature

Date           5/27/2021          

Print Name:           Demell K Robert          

Title:           C.F.O.

Sacramento City Unified School District and Roberts Family Development Center:  
Attachment A

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DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for Leataata Floyd that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of ROBERTS FAMILY DEVELOPMENT CENTER to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, RFDC site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Roberts Family Development Center shall:

1. All Freedom School Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Provide a comprehensive Summer Learning academic, enrichments and recreation program based on the Freedom School proposal.
3. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by RFDC and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
4. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
5. Provide an "End of Program" Report on status of all outcomes and objectives.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **RFDC shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.

17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Roberts Family Development Center  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming
  - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program

- b. Align Freedom School Programs to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate Freedom School programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.

COVID-19 Addendum

In further consideration for this Agreement, RFDC enters this COVID-19 Addendum as RFDC would be providing services from the school sites:

1. RFDC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. RFDC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. RFDC will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

RFDC: Roberts Family Development Center

Address: 770 Darina Ave.

Signature and Title: Dee K. A. , C.E.O.

Work Phone:                     

Other Phone: 916-803-8461



# Roberts Family Development Center

## Mission

To provide services to the Greater Sacramento area that meet the individual needs of each family member. Our services provide a holistic approach focusing on PreK-12th grade academic support and enrichment, parent education and engagement, and community involvement and advocacy.

## Goals

- 1) Nurture Personal Growth – RFDC promotes education and empowerment as a way to help individuals meet their full potential.
- 2) Strengthen Families – RFDC works to increase family’s interconnectedness through initiatives that promote family strengths.
- 3) Enhance Community Development – RFDC encourages community members to build cooperative relationships that strengthen community ties and lead to over-all improvement.
- 4) Increase Civic Involvement – RFDC facilitates community member’s participation in advocacy efforts within the community including schools, neighborhoods, school districts, local government, and federal government.

# CHILDRENS DEFENSE FUND FREEDOM SCHOOLS

## RFDC’S FREEDOM SCHOOLS

Roberts Family Development Center (RFDC) began providing academic enrichment services in 2001, serving 13 students in North Sacramento. Since then, we have grown to serve over 600 students on a daily basis at 3 school districts in the Greater Sacramento area. In January 2014, RFDC became part of an elite group of organizations selected to be *Children’s Defense Fund (CDF) Freedom Schools* sponsor agencies. In the summer of 2021, building on the previous 7 year’s success, RFDC will once again bring the CDF Freedom Schools model to Sacramento.

**Building on the previous 7 year’s success, RFDC will again bring the CDF Freedom Schools model to Sacramento.**

This year, because of school disruptions related to COVID, it is more important than ever that students have access to supportive services. This is especially true for the students we serve, many of whom are hard to reach and are at risk for academic failure. These supportive services must include academic support, enrichment opportunities, and social-emotional supports. All of which are provided by *Freedom Schools*. Freedom Schools will help address student learning loss related to distance learning challenges, will provide extended learning opportunities through afternoon activities and field trips, and will provide much needed social-emotional supports and interactions with peers.

## FREEDOM SCHOOLS PROGRAM HISTORY/OVERVIEW

The CDF Freedom Schools program is proudly rooted in the American Civil Rights Movement and the courageous efforts of youth to make a difference. The CDF Freedom Schools program utilizes an award-winning and standards aligned Integrated Reading Curriculum and develops engaging lesson plans and hands-on activities to accompany it. The CDF Freedom Schools model supports children and families around five essential components: high quality academic enrichment, parent/family involvement, social action/civic engagement, intergenerational leadership development, and physical/mental health; all which mirror RFDC’s mission and goals. The model fosters supportive environments where children and young adults believe in their ability to make a difference in themselves, their families, schools, communities, nation, and world. Freedom Schools program sites are safe and nurturing learning spaces where children are valued and celebrated, where strengths and abilities are recognized and appreciated, where children are encouraged to set high expectations and develop self-discipline,



where there is an abundance of enthusiasm for learning, where children learn to understand themselves and connect to their culture, and where parents and community members are engaged in the success of children and families. CDF Freedom School sites work hard to ensure each child is equipped with the necessary skills to succeed in life. The Program boosts student motivation to read, generates a positive attitude towards learning, and connects the needs of children and families to the resources of their communities.

## RFDC PROPOSAL TO SACRAMENTO CITY USD

For the summer of 2021, RFDC proposes to serve 120 Sacramento City Unified School District students utilizing the Freedom Schools Program. We will serve students from 2 Freedom Schools learning levels; Level I (K-2<sup>nd</sup>), Level II (3<sup>rd</sup> – 5<sup>th</sup>) and Level III (6<sup>th</sup> – 8<sup>th</sup>). The program will be held at Leataata Floyd Elementary School. Enrollment numbers by level can be found in the table below. Minor adjustments may be made based on actual enrollment numbers.

Level I	Level II	Level III
60	50	10

Initial enrollment opportunities will be available to students currently enrolled in our After-School program. Additional spots will then be made available through targeted recruitment efforts at Leataata. As needed, additional recruitment efforts will be extended to other Sacramento City USD schools to ensure enrollment numbers are met.

With COVID-19 ravaging our community, it is more important than ever to support the academic and social emotional needs of youth. **Once summer begins, it will have been 15 months since our children have been able to interact with their peers.** The lack of positive social engagement and interaction during COVID-19 has been one of the most challenging aspects of the pandemic for our students.

A recent Washington Post states, that a growing number of COVID-19 impact studies show children and youth mental health problems are rising. According to the CDC, mental health related issues account for a growing number of child and youth visits to the emergency room. The CDC reports that from March to October of 2020, ER visits are up 31% among youth ages 12 to 17 and 24% among children ages 5 to 11, as compared to the same time period in 2019. Studies show that our most vulnerable students who have family disruptions, economic hardships, lack of technology access, and less access to mental health services are also those who are most effected by mental health struggles. Compounding this is the mental health stigma seen in many families and communities of color and the additional anguish felt in these communities over recent events that highlight the systemic racism that persists in our country. Distance learning has also made student mental health problems harder to spot. It can be difficult to build trusting relationships with students and read their nonverbal cue through a computer screen.

**With COVID-19 ravaging our community, it is more important than ever to support the academic and social-emotional needs of children and youth.**

**Added with other stressors and trauma, the social isolation and frustration caused by the pandemic has led to an increase in violence in the Sacramento community.** Through *Freedom Schools*, RFDC will help to alleviate and combat the mental strain on students, by creating a safe space where students can learn, grow, and interact with their peers while being supported by caring adults.

## RFDC NEEDS FOR PROGRAM SUCCESS

For *Freedom Schools* to be successful there must be a high level of partnership, collaboration, and support between RFDC and our School District partners. **In addition to monetary funding that supports the curriculum expenses, staffing expenses, program expenses, professional development expenses, and administration of *Freedom Schools*, RFDC is requesting in-kind support to assist in the facilitation of *Freedom Schools*; including facilities, nutrition, transportation, technology, and evaluation.**

### Freedom Schools Calendar:

Freedom Schools Virtual Program Orientation	December 2, 2020
Fees Due to CDF (2 Payments)	December 2020 & January 2021
Freedom Schools Virtual Executive Director/Administrator Training	January 11-15, 2021
Freedom Schools Virtual Project Director/Site Coordinator Training	March 15-19, 2021
Freedom Schools Virtual Ella Baker Child Policy Institute National Training	May 21-27, 2021
SCUSD Freedom School Planning/Set-Up	Early June to Mid-June 2021
SCUSD Freedom Schools Program	Late June to Early Aug 2021
SCUSD Freedom Schools Clean-Up	Early Aug 2021

**COVID-19 Planning:** As summer approaches, we will make needed adjustments to the program based on updated health and safety standards. We have the staff and technology capacity to facilitate programming in whatever capacity presiding health and safety protocols deem fit. We will work with school district staff to make adjustments as needed to ensure students receive a quality learning experience.

**Facility Needs:** Based on previous years CDF's National Training schedule, **Freedom Schools will occur from Late June to Early August 2021.** RFDC staff will need access to SCUSD facilities during the 6 weeks of program, for 1 week prior to program for classrooms to be set-up, and for 2 days following program for clean-up. Program operates from 8am-3pm each weekday, with set-up, clean-up, debrief, and planning time added in, we will need access to USD facilities from 7am-5pm. We will need access to school gyms, cafeterias, common areas, 1 classroom per 10 students served, and an additional administrative room at each school to be used by site coordinators and teachers. **We would like to host our scholars at Leataata Floyd Elementary.**

**Nutrition Needs:** RFDC requests daily breakfast and lunch for each of our *Freedom Schools* scholars.

**Transportation Needs:** To improve attendance and to ensure that students have safe and timely transportation to and from Freedom Schools, **RFDC is requesting daily pick-up and drop off services** at 1 bus stop in the Alder Grove community. **(Discussions are needed for additional transportation request from John Cabrillo Elementary)**

**Technology Needs:** RFDC requests that students enrolled in our Freedom Schools program are able to **keep their assigned district computer.** This will ensure that there are no technology barriers that prevent students from accessing Freedom Schools during virtual programming days.

**Evaluation Needs:** New in 2021, **RFDC requests support from SCUSD in developing a comprehensive evaluation tool** that can be used to evaluate the academic and social-emotional impact of our program on students as well as the benefits of the program for families.

## **BENEFIT OF FREEDOM SCHOOLS TO SCHOOL DISTRICT PARTNERS**

- Assistance in meeting district identified LCAP goals
- Increased academic success of students, due to decreased summer learning loss and preparation for upcoming school year
- Increased social-emotional support and connections for students, especially during COVID-19 when students are struggling with social isolation and our community has seen an uptick in youth violence
- Increased mental health for students related to feelings of isolation and lack of creative outlets
- Building a more engaged and educated parent base
- Development of a deeper conscientiousness and involvement for students and staff involved
- Assistance in recruitment, engagement, and training of potential future school district employees

## **RFDC-CDF FREEDOM SCHOOLS and USD PARTNERSHIP**

As a part of *Freedom Schools*, RFDC made the strategic decision to partner more closely with the school districts we serve. This approach is unique to RFDC and serves several purposes:

- Provides safe and accessible facilities for *Freedom Schools* students and families within their own communities
- Provides daily nutritional meals to our students
- Provides a reliable funding source for *Freedom Schools*
- Improves our ability to recruit students
- Assists with the integration of Common Core into *Freedom Schools*
- Allows teachers to build a deeper relationship with students
- Establishes a year-round partnership between RFDC and the schools/districts our students attend
- Serves as the beginning of a pipeline for future teachers who gain experience and passion through *Freedom Schools* and mentorship from current teachers

**As part of this partnership, we hire credentialed teachers from our partner School Districts to strengthen the impact of our *Freedom Schools* program.** The role of the on-site teacher is to provide feedback and support to the Servant Leader Interns (SLIs) who work directly with students. The teachers play a critical role in aiding the SLIs in the successful implementation of the *Freedom Schools* Integrated Reading Curriculum (IRC) and overseeing implementation of the supplemental writing component.

## **BEST PRACTICES MODEL FOR RFDC/USD PARTNERSHIP**

Based on successes over the past 7 years, a Best Practices model has been developed for the RFDC staff and School District teacher *Freedom Schools* partnership. Model details are listed below...

- A Lead Teacher will be appointed and hired by RFDC to train and mentor all *Freedom Schools* teachers.
- RFDC will create a job description for *Freedom School* teachers to ensure all teachers are aware of their responsibilities to and the expectations of *Freedom Schools*.
- All *Freedom Schools* teachers will attend a training session lead by the Lead Teacher.

- Pre/post assessment prompt will be created by the Lead Teacher and presented to other Freedom Schools teachers during training.
- Lead Teacher will train *Freedom Schools* teachers on the writing assessment rubric allowing for calibration of scoring among teachers to provide a cohesiveness for scores that students receive across districts.
- Daily writing prompts will be developed by Lead Teacher in collaboration with other *Freedom Schools* teachers during teacher training, prior to Freedom Schools start.
- Daily writing prompts for each student Level will be the same across all sites to ensure all students receive equal writing experience over the course of *Freedom Schools*.
- IRC books will be utilized to develop the pre/post assessments as well as the daily writing prompts so that writing is a response to literature and a connection between reading and writing is established.

### **Teacher Responsibilities**

- Teachers and Site Coordinators will communicate frequently; Site Coordinators will set the progressive tone for and acceptance of feedback from teachers.
- Teachers will attend daily Harambee to promote positive relationships with students.
- Teachers will observe classrooms and assist with facilitation of Integrated Reading Curriculum (IRC).
- Teachers will give writing prompts for morning and afternoon quick writes to SLIs prior to administering.
- Teachers will work with Servant Leader Interns (SLIs) to ensure that writing components are administered and completed correctly.
- Teachers will assist in researching additional resources to support SLIs.
- Daily Observation Sheets highlighting successes and challenges will be completed by teachers.
- Teachers will meet with SLI's to discuss feedback and next steps.

### **PROGRAM NEED**

RFDC assists low-income families who struggle to secure quality care and academic support for their children. We target communities with high rates of Free Reduced Lunch eligibility. Students in these economically challenged families often struggle to keep up academically during the school year and this learning gap is compounded by summer learning loss, putting them farther and farther behind with each passing year. Data from the 2019 California Assessment of Student Performance and Progress (CAASPP) is distressing for the Sacramento schools served by RFDC. A clear majority of students in low-income neighborhoods did not meet the grade level achievement standard in both English Language Arts and Mathematics. *We provide CDF Freedom*

*Schools* in these depressed communities to improve outcomes for students, to provide a means for new experiences and opportunities, and to support basic needs like a safe place to go during out-of-school time and a daily nutritional breakfast and lunch. In addition to preventing summer learning loss, Freedom Schools helps students ease through difficult school transitions, especially in relation to social adjustment and academic preparation.

During COVID-19, the importance of social interactions for children and youth has become even more apparent. After more than a year of social distancing, children are struggling. *Freedom Schools* provides social-emotional support to students and gives them a way to connect with their peers safely during this challenging time.

The parent engagement and education component of Freedom Schools is also critical at this time. **Our weekly Parent Classes provide families with a way to interact and connect with others in their community, while also gaining knowledge and learning about resources that make a positive impact on their family.**

**We provide CDF Freedom Schools in depressed communities to improve outcomes for students, to provide a means for new experiences and opportunities, and to support basic needs.**

**During COVID-19, the importance of social interactions for children and youth has become even more apparent.**

***Freedom Schools* provides social-emotional support to students and gives them a way to connect with their peers safely during this challenging time.**

## SLI PROFESSIONAL DEVELOPMENT

Servant Leader Intern's (SLI) serve as a classroom teacher in a Freedom School program. SLI's lead a literacy rich curriculum during the morning, lead afternoon enrichment activities, and Friday field trips. SLI's are typically college aged, have experience working with children, are energetic, and are strong role models. Education cannot be excluded from discussions on racial equity. ***Freedom Schools recruits young professionals of color and equips them with skills to lead us into the future, creating a diverse group of future educators, social workers, policy workers, community advocates, and more.***

Every SLI attends the week-long Ella Baker Child Policy Training Institute, along with hundreds of other SLI's from across the county. Due to COVID-19, training will be held virtually. SLI's learn about the history and spirit of Freedom Schools, as well as how to deliver the key program components of the Freedom Schools model; Harambee, Integrated Reading Curriculum (IRC), and Afternoon Activities.

During training, SLI's learn about the history of Freedom Schools, its roots in the American Civil Rights movement, and young people's role in that movement. Guest speakers at the training are made up of individuals who are historical and modern-day activists, experts in social work and education, motivational presenters, and child welfare policy experts. SLI's learn to facilitate daily Harambee, Freedom Schools opening activity, through an interactive hour-long informational session and daily experiential practice. SLI's receive extensive training on how to successfully implement the Freedom Schools Integrated Reading Curriculum (IRC). This includes small group modeling sessions, role playing, and feedback. Each SLI receives an age appropriate IRC handbook, with lessons plans that cater to all learning styles. SLI's learn about the daily format of IRC, lesson planning, engaging students, classroom management, prevention and intervention techniques, trauma informed care, creating positive classroom climate, creating a youth lead learning experience, creating a culturally sensitive space, asking open ended questions, anticipating student reactions, awareness of potential student triggers and how to handle them, and smooth transitioning. Training for Afternoon Activities is done through modeling and role play. Afternoon Activities are based on SLI's talents and hobbies. An additional component of training involves daily Debrief Sessions. These sessions are a time for staff to check-in, build moral, plan for future activities, and facilitate program quality improvement.



In addition, SLI's receive in-house training from RFDC. Pre training includes Freedom Schools 101 and RFDC 101, with overviews, brief history, and expectations of both Freedom Schools and RFDC. Post training includes CPR, mandated reporter training, additional behavior management and trauma informed care training, Professionalism 101, training to administer RFDC's daily writing prompts and pre/post assessments, and student impact/satisfaction survey facilitation. In total SLI's receive approximately 88 hours of training to prepare for Freedom Schools; 63 hours through the Ella Baker Child Policy Training Institute and 25 hours of RFDC in-house training.

## A DAY AT FREEDOM SCHOOLS

Although *Freedom School* has a foundation in education and academics, it is unlike any school the children we serve have even attended. *Freedom Schools* acknowledges and uses the unique cultural dimensions of the scholars, families, and communities we serve. It considers the culture and language of scholars including slang and colloquialisms and uses these to empower students and build their knowledge through introduction of new ideas and skills. *Freedom Schools* values student voices and ideas and incorporates these into classroom instruction.

*Freedom Schools* is held Monday-Friday from 8am-3pm. Every Monday-Thursday students participate in 3 key elements that build a passion for reading and learning: Harambee, Integrated Reading Curriculum (IRC), and Afternoon Activities. In addition to these key elements, students receive 2 nutritious meals daily (breakfast and lunch) and participate in a weekly local or virtual field trip, typically held on Friday.

**Education cannot be excluded from discussions on racial equity. *Freedom Schools* recruits young professionals of color and equips them with skills to lead us into the future.**

**Although *Freedom Schools* has a foundation in education and academics, it is unlike any school the children we serve have ever attended.**

## Harambee

All too often the students served by RFDC are silenced and torn down by those around them. Harambee is a time when we build up scholars, amplify their voices, and boost their spirits. Each day Freedom Schools begins with 30 minutes of Harambee, a Swahili word for "let's pull together". Harambee is a time when scholars and Servant Leader Interns (SLI) come together to celebrate themselves and each other. This high energy, exciting, and interactive opening activity has the highs, dips, twists, and turns of a rollercoaster. Harambee is infused with literacy and learning throughout, including listening skills, sequencing, spelling, and call and response. Harambee addresses the needs of all types of learners: audio, visual, and kinesthetic.

Harambee begins with Read Aloud, a time when guests from the community are invited in to read to the scholars. This activity shows scholars that no matter what you chose to be in life, reading is involved. We select a wide array of Read Aloud Guest readers from across the communities we serve: doctors, cosmetologists, store managers, teachers, politicians, business entrepreneurs, police officers, veterinary technicians, artists, etc. After sharing a book with our scholars, Read Aloud Guests answer questions from our scholars about their profession, hobbies, etc. This gives scholars an opportunity to begin to understand what it takes to achieve their goals and be successful in the future.

Read Aloud is followed by the Motivational Song, *Something Inside So Strong*. The song's chorus says it all, "Something Inside So Strong, I know that I can make it, though you're doing me wrong". The song is a positive reinforcement for scholars, to affirm that strength comes from within and to impart on them their ability to make a difference no matter their circumstances or challenges.

Scholars then transition into Cheers and Chants, one of the children's favorite parts of Harambee. Through thunderous calls and responses between SLIs and scholars, Cheers and Chants builds the idea that reading, knowledge, and intelligence is powerful and in style. During Cheers and Chants SLI's use call and response to ensure scholars engagement. SLI's use the volume and inflection of their voice to elicit responses from scholars and at the same time they actively work the room, responding to ques from scholars to enliven and empower the group. Cheers and Chants uplifts a positive attitude among scholars, instills even more positive energy into the scholars, and reinforces scholars' ability to be successful. Additionally, Cheers and Chants promotes the power of knowledge, learning, reading, and self-confidence.

During Recognitions, SLIs and/or students recognize those around them that are seeking to make positive changes. Recognitions are not allowed to be materialistic in nature, they are to recognize students and SLIs who go out of their way to do good and make a difference. This instills intrinsic motivation in scholars and builds them up from the inside.

The Moment of Silence allows scholars a calming time to get off the Harambee rollercoaster and transition into the Integrated Reading Curriculum. The Moment of Silence provides a meditative moment for students to breath in positivity and exhale negativity. It ends with "Ashe" a Swahili word meaning "so it is" or "let it be" so scholars can move on with their day leaving behind anything that may hold them back.

Harambee concludes with Announcements. This is a time for SLI's and Administration to inform students and/or families of any upcoming events or important details about the day. After Harambee, scholars break into small classroom groups and transition into Integrated Reading Curriculum.

## Integrated Reading Curriculum

*Freedom Schools* believes that reading is key to unlocking children's dreams and unlimited potential. *Freedom Schools* Integrated Reading Curriculum (IRC) is built on a foundation of books intentionally selected by the Children's Defense Fund Curriculum Committee from the finest writers and illustrators in the US. These books are developmentally appropriate, culturally relevant, reflect children's lives, and lend themselves to critical thinking and related creative activities. The goal of IRC is to help scholars fall in love with books and therefore with reading. In addition, *Freedom Schools* and the IRC plant the seed for a future

**Harambee is a time when we build up scholars, amplify their voices, and boost their spirits.**



**The goal of IRC is to help scholars fall in love with books and therefore with reading.**



force of multicultural and multiracial teachers who are inspired by Freedom Schools in their role as SLI's and possibly even as scholars.

IRC focuses around the central theme of "I Can Make A Difference In My ..." and has six weekly related topics: *Self, Family, Community, Country, World, With Hope Education and Action*. IRC is an activity oriented curriculum where books and activities are integrated into a holistic learning experience where students can better understand the real-life application of what they are learning. Each lesson includes the following components, which all correspond with the weekly theme and the book of the day: a daily theme and focus skill, common core standards, focus or performance objectives, and materials needed. Every lesson adheres to the following five step format: 1) Opening Activity, 2) Main Activity, 3) Cooperative Group Activities, 4) Social Action Activity, and 5) Closing Activity. Lessons last approximately 3 hours; meaning, our students get 70-80 hours of structured literacy instruction throughout the summer months.

**Afternoon Activities**

*Freedom Schools* afternoons allow scholars a time to continue participating in educationally and culturally enriching activities that are related to the IRC. RFDC uses the talents and interests of SLIs to develop engaging age-appropriate activities that appeal to the interests of our scholars. In addition, age-appropriate social action activities are held 1-2 days each week to further engage students in making a difference in the world around them.

**Afternoons allow scholars a time to continue participating in educationally and culturally enriching activities.**



**CDF FREEDOM SCHOOLS PROGRAM SUCCESS**

*Freedom Schools* Integrated Reading Curriculum (IRC) is held Monday-Thursday mornings for approximately 3 hours over a 6-week period. Keeping the short term and partial day nature of the program in mind, the impact of the Freedom Schools model over the past 7 years has been staggering.

Unfortunately, due to COVID-19 and the rapid shift to virtual programming, we do not have the typical data that we have had from Freedom Schools in the past. Additionally, no reading data is available for SCUSD in 2019. Due to a lack of funding, RFDC did not host a traditional Freedom Schools site in SCUSD. Below is data from our 2018 and 2019 program as appropriate. As stated previously, RFDC would like to work with SCUSD to develop a comprehensive evaluation tool to evaluate the academic and social-emotional impact of our program on students as well as the benefits of the program for families.

**Freedom Schools Basic Reading Inventory**

The Basic Reading Inventory (BRI) is a required evaluation tool, provided by CDF to evaluate the reading progress of scholars through the program. The BRI is an individually administered informal reading assessment that evaluates the five core components of effective reading instruction: phonemic awareness, phonics, vocabulary development, reading fluency, and reading comprehension strategies. The assessment uses grade appropriate word lists and reading passages to assess students oral reading levels. A sample of *Freedom Schools* students from each site participate in pre and post testing using the BRI.

**Sacramento City USD 2018 BRI Site Data**

**CDF data shows, in terms of child reading achievement, 100% of students from our Leataata Floyd Elementary site maintained or gained in instructional reading levels and did not experience summer learning loss. These students also demonstrated an average increase of 1 year and 1 month which is equivalent to more than school year in instructional reading levels.**

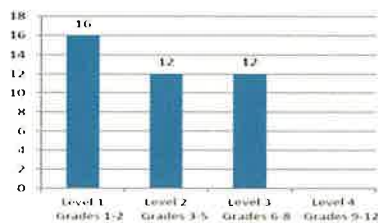


Figure 1. Mean Differences Between Pre- and Post-tests in Months

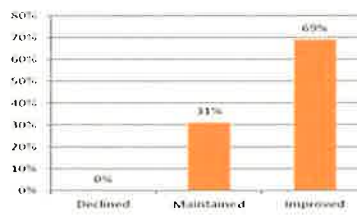


Figure 2. Percentages of Children Maintaining or Improving Reading Levels

### **Freedom School Writing Assessment**

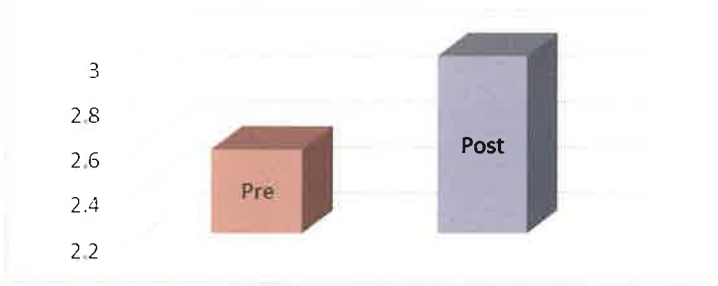
Daily writing prompts and the Writing Assessment is unique to RFDC's version of *Freedom Schools*. The assessment and rubric were designed by our Lead Credentialed Teacher and each year, new prompts are developed by our incoming Credentialed Teachers and they are trained on how to use the assessment rubric. Scholars are given an initial writing test during the first three days of the summer program. The prompt is used as a baseline data point for students entering the program. The writing assessment used for Level II and Level III scholars was the same. The Informational/Explanatory rubrics focused on five key areas of writing: focus, organization, evidence, vocabulary and conventions.

#### **Sacramento City USD 2019 Writing Assessment Site Data**

Data from our Sacramento City USD site shows students made great strides.

**At Leataata Floyd Elementary, seventy-nine percent (79%) of scholars showed an overall improvement within their writing, while eighty-five percent (85%) displayed an improvement within writing organization (organizing their writing so that it flows and answers the prompt).**

Sacramento Unified School District  
Writing Assessment Average Scores



- Key**
- 4-** Scholar demonstrates **proficient** writing skills for grade level
  - 3-** Scholar demonstrates **near proficient** writing skills for grade level
  - 2-** Scholar demonstrates **below grade level** writing skills for grade level
  - 1-** Scholar demonstrates **far below grade level** within their writing skills

## **SCUSD FREEDOM SCHOOLS PROGRAM BUDGET**

<b>LINE ITEM</b>	<b>DESCRIPTION</b> <i>120 Students / 12 Classrooms</i>	<b>COST</b>
CDF National Program Fees	National Training, Student Books, Integrated Reading Curriculum, and CDF Program Evaluation <i>\$285/student</i>	<b>\$34,200</b>
<b>CDF FEES TOTAL</b>		<b>\$34,200</b>
Program Director	1 Program Director Salary <i>\$1100/week for 14 weeks (50%)</i>	<b>\$7,700</b>
Site Coordinator	2 Site Coordinators <i>\$20/hr for 240 hrs program + 128 hrs training/planning</i>	<b>\$14,720</b>
Servant Leader Interns	12 Servant Leader Interns <i>\$17.50/hr for 240 hrs program + 88 hrs training/planning</i>	<b>\$68,880</b>
USD Teachers	2 USD Teachers <i>\$160/day for 30 days program + 5 days training</i>	<b>\$11,200</b>
Employer Expenses and Employee Benefits	Figured at RFDC's rate of 22% <i>Includes payroll taxes, workers comp, health insurance, PTO, etc.</i>	<b>\$22,550</b>
<b>STAFFING TOTAL</b>		<b>\$125,050</b>
Classroom Equipment and Consumables	Academic/Art Supplies, Games, and Equipment <i>\$250/classroom</i>	<b>\$3,000</b>
Extracurricular Enrichments	2 Service Providers <i>\$150/provider/wk x 6 wks</i>	<b>\$1,800</b>
Field Trips	Local/Virtual Weekly Field Trips <i>\$50/student</i>	<b>\$6,000</b>
Parent Education	Weekly Parent Classes <i>\$100/session/student level x 6 sessions</i>	<b>\$1,800</b>
Family Dinners	Weekly family dinner, distributed as part of Weekly Parent Classes <i>\$37.50/family x 80 families x 6 weeks – Catered by Burgess Brothers</i>	<b>\$18,000</b>
<b>PROGRAM TOTAL</b>		<b>\$30,600</b>
In-House Staff Training	RFDC Orientation and In-House Training <i>Site Coordinators and Servant Leader Interns</i> <i>\$150/staff member</i>	<b>\$2,400</b>
Program Evaluation	Outside Evaluation Costs <i>\$2,500/site</i> <i>Includes Site Testing Manager to administer pre &amp; post BRI in each class; Administer pre &amp; post scholar, parent &amp; staff survey; Site Visit Assessment, documentation &amp; Impact Report</i>	<b>\$2,500</b>
<b>TRAINING AND EVALUATION TOTAL</b>		<b>\$4,900</b>
Administrative Expenses	Figured at 17% <i>Includes time for Executive &amp; Administrative staff, professional fees, insurance, Administrative Office costs (mortgage, utilities, etc.)</i>	<b>\$33,107</b>
<b>ADMINISTRATIVE TOTAL</b>		<b>\$33,107</b>
<b>SCUSD FREEDOM SCHOOLS 2021 PROGRAM TOTAL</b>		<b>\$230,198</b>



## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Youth Development Support Services Department**  
**And**  
**Rose Family Creative Empowerment Center**

The Sacramento City Unified School District (“District”) and the Rose Family Creative Empowerment Center (RFCEC) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on May 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage ROSE FAMILY CREATIVE EMPOWERMENT CENTER to develop, maintain and sustain Freedom School Summer Program, providing summer academic and enrichment services to the following sites during Summer 2021: John Still K-8, Parkway Elementary and Susan B. Anthony Elementary. The primary purpose of Freedom School Summer Program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, ROSE FAMILY CREATIVE EMPOWERMENT CENTER will work collaboratively with the District to develop, support, coordinate, and implement the **Freedom School Summer Program** respectively at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All RFCEC employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 *et seq.*, which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. RFCEC shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. RFCEC shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iii RFCEC shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 29 days, District shall reimburse RFCEC for direct services not to exceed **\$291,687.15** be made in installments upon receipt of three properly submitted invoices. The first invoice will be submitted during the month June in order to cover the overhead and staffing training costs. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (29)</b>
Freedom School Summer Program	John Still K-8 Parkway Elementary Susan B. Anthony	\$291,687.15	150 students/per day
<b>Total Amount</b>		<b>\$291,687.15</b>	

The final installment shall not be invoiced by RFCEC or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, RFCEC shall provide documentation of **\$43,753.07** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, RFCEC and each of RFCEC employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, RFCEC shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. RFCEC will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of

the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the RFCEC to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. RFCEC agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify RFCEC of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, RFCEC agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* RFCEC shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from May 24, 2021, through August 6, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. RFCEC agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by RFCEC and/or

its successors, assigns, directors, employees, officers, and agents related this Agreement. RFCEC has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between RFCEC and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between RFCEC and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.

O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: DocuSigned by:  
Rose Ramos  
CC8FE7C204D7402... \_\_\_\_\_ 06/18/2021 \_\_\_\_\_  
 Rose Ramos Date  
 Chief Business Officer  
 Sacramento City Unified School District

AGENCY NAME: ROSE FAMILY CREATIVE EMPOWERMENT CENTER

By: Jackie Rose \_\_\_\_\_ 06/21/2021 \_\_\_\_\_  
 Authorized Signature Date

Print Name: JACKIE ROSE

Title: CEO/DIRECTOR

Sacramento City Unified School District and Rose Family Creative Empowerment Center:  
Attachment A

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DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for Leataata Floyd that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of ROSE FAMILY CREATIVE EMPOWERMENT CENTER to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, RFCEC site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Rose Family Creative Empowerment Center shall:

1. All Freedom School Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Provide a comprehensive Summer Learning academic, enrichments and recreation program based on the Freedom School proposal.
3. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by RFCEC and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
4. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
5. Provide an "End of Program" Report on status of all outcomes and objectives.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **RFCEC shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**

16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Rose Family Creative Empowerment Center  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
  
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
  
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
  
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming
  - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement



6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Freedom School Programs to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate Freedom School programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.

COVID-19 Addendum

**In further consideration for this Agreement, RFCEC enters this COVID-19 Addendum as RFCEC would be providing services from the school sites:**

1. RFCEC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. RFCEC agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. RFCEC will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district’s facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

RFCEC: \_\_\_\_\_

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

Signature and Title: \_\_\_\_\_

Work Phone: \_\_

Other Phone: \_\_\_\_

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Sacramento Chinese Community Service Center**

The Sacramento City Unified School District (“District”) and the Sacramento Chinese Community Service Center (THE CENTER) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage SACRAMENTO CHINESE COMMUNITY SERVICE CENTER to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following sites during summer 2021: Abraham Lincoln Elementary, Albert Einstein Middle, Bowling Green Elementary, California Middle, Camellia Basic Elementary, Caroline Wenzel Elementary, Cesar Chavez Intermediate, Elder Creek Elementary, Ethel Phillips Elementary, Fern Bacon Middle, Golden Empire Elementary, John Cabrillo Elementary, Nicholas Elementary, O.W.Erlewine Elementary, Pacific Elementary, Pony Express Elementary, Tahoe Elementary, Washington Elementary, Will C Wood, William Land Elementary and Woodbine Elementary. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, SACRAMENTO CHINESE COMMUNITY SERVICE CENTER will work collaboratively with the District to develop, support, coordinate, and implement the ***SummerMatters* program** at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All THE CENTER employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 et seq., which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. THE CENTER shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. THE CENTER shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. THE CENTER shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse THE CENTER for direct services not to exceed **\$1,066,435.10** be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	Abraham Lincoln Albert Einstein Bowling Green California Camellia Basic Caroline Wenzel Cesar Chavez Int. Elder Creek Ethel Phillips Fern Bacon Golden Empire John Cabrillo Nicholas O.W. Erlewine Pacific Pony Express Tahoe Washington	\$1,066,435.10	2190

	Will C Wood, William Land Woodbine		
<b>Total Amount</b>		<b>\$1,066,435.10</b>	

The final installment shall not be invoiced by THE CENTER or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, THE CENTER shall provide documentation of **\$159,965.25** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, THE CENTER and each of THE CENTER employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, THE CENTER shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. THE CENTER will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of the Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the THE CENTER to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. THE CENTER agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify THE CENTER of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, THE CENTER agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* THE CENTER shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as

adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. THE CENTER agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by THE CENTER and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. THE CENTER has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between THE CENTER and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between THE CENTER and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

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Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

DocuSigned by:

*Rose Ramos*

CC6FE7C204D7402...

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

Rose Ramos  
Chief Business Officer  
Sacramento City Unified School District

07/02/2021

\_\_\_\_\_  
Date

**AGENCY NAME: SACRAMENTO CHINESE COMMUNITY SERVICE CENTER**

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

Authorized Signature

*6-21-21*

\_\_\_\_\_  
Date



Print Name: Henry Kloczkowski

Title: President / Executive Director

Sacramento City Unified School District and Sacramento Chinese Community Service Center:  
Attachment A

---

DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of SACRAMENTO CHINESE COMMUNITY SERVICE CENTER to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, THE CENTER site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Sacramento Chinese Community Service Center shall:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
3. Provide a comprehensive Summer Learning academic, enrichments and recreation program.
4. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by THE CENTER and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **THE CENTER shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**
16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.

17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Sacramento Chinese Community Service Center  
Program Expectations  
Attachment B

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**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming

- c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.


COVID-19 Addendum

In further consideration for this Agreement, THE CENTER enters this COVID-19 Addendum as THE CENTER would be providing services from the school sites:

1. THE CENTER agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. THE CENTER agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. THE CENTER will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district's facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

THE CENTER: \_\_\_\_\_

Address: 420 I St., Suite 5, Sacramento CA 95814

Signature and Title:  President/Executive Director

Work Phone: (916) 442-4228 Other Phone: 916-505-7385 (mobile)  
ext. 105

## AGREEMENT FOR SERVICES

Between

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Youth Development Support Services Department  
And  
Target Excellence**

The Sacramento City Unified School District (“District”) and the Target Excellence (TE) collectively hereinafter referred to as “the Parties” hereby enter into this Agreement for program services (“Agreement”) effective on June 1, 2021 (“Effective Date”) with respect to the following recitals:

### RECITALS

WHEREAS, the District desires to engage TARGET EXCELLENCE to develop, maintain and sustain SummerMatters@SCUSD Program, providing summer academic and enrichment services to the following sites during summer 2021: James Marshall Elementary and Rosa Parks K-8. The primary purpose of *SummerMatters* program is to enhance literacy opportunities, prevent summer learning loss, prevent childhood obesity and to improve the quality of life for families by providing educational opportunities to parents and/or guardians; and

WHEREAS, TARGET EXCELLENCE will work collaboratively with the District to develop, support, coordinate, and implement the ***SummerMatters* program** at the aforementioned sites. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, improve academic performance and attendance for student participants during the regular school year, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

**All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. All TE employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 *et seq.*, which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students must undergo a criminal background investigation by SCUSD.**

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

i. TE shall adhere to Attachment A Scope of Services; Attachment B Expanded Learning Programs Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual (located on SCUSD Youth Development Website);

ii. TE shall adhere to scope of services outlined in SCUSD Contract Terms and Conditions

iii. District shall adhere to scope of service outlined in Attachment A. District shall provide funding pursuant to Paragraph B, below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications.

iv. TE shall adhere to SCUSD's *Return to Health* guidelines and all federal, state, and local health and safety regulations pertaining to COVID-19.

B. Payment. For provision of services pursuant to this Agreement, and meeting required attendance target, or a minimum of 85% of said target based on 24 days, District shall reimburse TE for direct services not to exceed **\$59,605.00** be made in installments upon receipt of two properly submitted invoices. The first invoice will be submitted during the month of July. Within one month of commencement of the services outlined in this Agreement, the Provider shall provide documentation supporting that it is able to meet 85% of the required target attendance. Failure to provide evidence of meeting 85% of target attendance may result in the immediate termination of the Agreement. In the event of termination, payment will not be initiated for any services not rendered.

Breakdown:

<b>Program</b>	<b>School Name</b>	<b>Contract Amount</b>	<b>Attendance/ Target Days (24)</b>
Summer Program	James Marshall Rosa Pars K-8	\$59,605.00	80
<b>Total Amount</b>		<b>\$59,605.00</b>	At Rosa Parks, agency will help SCOE with the program administration.

The final installment shall not be invoiced by TE or due until completion of all obligations pursuant to this Agreement. For provisions of services pursuant to this Agreement, TE shall provide documentation of **\$8,940.75** as in-kind match (15% of the contract amount) to the District.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, TE and each of TE employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. Prior to commencement of services and during the life of this Agreement, TE shall provide the District with a copy of its certificates of insurance evidencing its comprehensive general liability insurance, employment practices liability insurance, and directors and officers coverages in sums of not less than \$1,000,000 per occurrence. TE will also provide a written endorsement to such policies-naming District as an additional insured and such endorsement shall also state, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by District shall be excess and noncontributory." If insurance is not kept in force during the entire term of the



Agreement, District may procure the necessary insurance and pay the premium therefore, and the premium shall be paid by the TE to the District.

E. Fingerprinting Requirements. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by SCUSD. TE agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify TE of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, TE agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, *et seq.*, and California Education Code Section 49060, *et seq.* TE shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement. The term of this Agreement shall be from June 1, 2021, through July 30, 2021. This Agreement may be terminated by either Party at any time, for any reason, with or without cause, by providing at least thirty (30) days written notice.

The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Contract by the Contractor; (b) any act by the Contractor exposing the District to liability to others for personal injury or property damage; or (c) the Contractor is adjudged as bankrupt; Contractor makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the Contractor's insolvency.

Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Contract shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Contract, the excess cost shall be charged to and collected from the Contractor. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

H. Indemnity. TE agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful

misconduct, negligence, injury or other causes of action or liability proximately caused by TE and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. TE has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.

I. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. Contractor agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.

J. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.

K. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.

L. Assignment. This Agreement is made by and between TE and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by all parties.

M. Entire Agreement. This Agreement constitutes the entire agreement between TE and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The parties further agree and represent that each of them are the drafters of every part of this Agreement.

N. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.


O. Execution In Counterparts. This Agreement may be executed in counterparts such that the signatures of the parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

P. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.

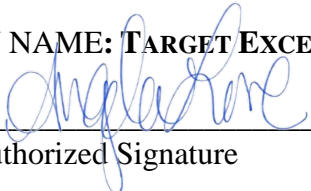
Q. Approval/Ratification by Board of Education. This Agreement shall be subject to approval/ratification by the District's Board of Education.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate.

**DISTRICT:**

By: _____	DocuSigned by:  CC6FE7C204D7402...	07/02/2021 _____
Rose Ramos Chief Business Officer Sacramento City Unified School District		Date

**AGENCY NAME: TARGET EXCELLENCE**

By: _____		June 21, 2021 _____
Authorized Signature		Date

Print Name: Angela Love

Title: Executive Director

Sacramento City Unified School District and Target Excellence:  
Attachment A

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DISTRICT shall:

1. Provide support for program evaluation
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist that will provide the support and guidance needed to operate the Summer Learning program.
4. Meet weekly with the PROGRAM MANAGER of TARGET EXCELLENCE to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the education/curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide breakfast and lunch that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, TE site liaison and site administrator to identify program needs, successes and assistance.
13. Provide regular feedback to strengthen future partnerships.
14. Assist with the coordination of the special events.

Target Excellence shall:

1. All Program staff is required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
2. Staff will conduct a minimum of two parent orientations and weekly online parent/guardian check-in nights.
3. Provide a comprehensive Summer Learning academic, enrichments and recreation program.
4. Work closely with school sites and District to keep student enrollment and daily attendance as close to and within the agreed upon parameter as outline in the proposal. Student days of attendance will be monitored by TE and adjustments made to **ensure that the program maximizes all funding reimbursements not to exceed available funding.**
5. Follow the Expanded Learning Procedural Manual. Program Managers will be required to read the program manual and provide their signatures verifying that they understand the content of the manual.
6. Maintain and provide to the District weekly attendance and program activities records.
7. **TE shall maintain 85% or above of targeted attendance for the school site for the entire program.**
8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. No field trips will be sponsored due to COVID-19.
12. Communicate progress of project/partnership development on a timely and consistent manner to the District.
13. Communicate new partnership opportunities with the District.
14. Advertise, when possible, project/partnership in newspaper, events, press releases, etc. with the prior approval of the District.
15. **Provide at least one full time PROGRAM MANAGER per program that is employed until end of summer program 7/30/21 and sufficient staffing to maintain a 10:1 student/staff ratio.**

16. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
17. Provide in-kind support and direct services that equates to approximately 15% of total contract and such financial support to be itemized and reported bi-annually to the District.
18. Meeting with the PROGRAM MANAGER and District contact person to identify program needs, successes and areas for assistance.
19. Act as liaison with parents in supporting family engagement.
20. Other areas as agreed upon by both parties.

Youth Development shall:

1. Designate a staff person to work directly with the PROGRAM MANAGER for program planning, assistance in hiring staff and to address any implementation issues.
2. Help recruit program staff among school site staff and parents.
3. Help train program staff and volunteers on school procedures and educational/curriculum materials being used at the school that should be integrated into the program.
4. Help recruit students into the program and provide program access to parents of participating students.
5. Help provide parent/student forums for the program to obtain feedback on what is working and what new services/program elements need to be added or modified.
6. Work with the site administrator to designate space for the program to operate, including office space for the PROGRAM MANAGER, classroom space for classes and activities, and storage space for program supplies/materials.
7. Help coordinate custodial and storage needs of the program.
8. Meet weekly or as needed with the PROGRAM MANAGER, district liaison, site liaison and/or site administrators to identify program needs, successes and assistance.

Sacramento City Unified School District and Target Excellence  
Program Expectations  
Attachment B

---

**District Expectations for Summer Learning Programs:**

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming Service Providers regarding District expectations.

1. Service Providers and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
  - a. Creating opportunities for youth-led activities and service learning
  - b. Involving youth in the decision-making process when appropriate
  - c. Encouraging youth civic engagement
  - d. Incorporating character education
2. Service Providers and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
  - a. Requirements for Safety including COVID-19 guidelines outlined in SCUSD's *Return to Health* plan
  - b. Training on Child Sexual Abuse to all agency staff
  - c. Communication Protocol
  - d. Medical Protocol
  - e. Early Release/Late Arrival Policy
  - f. Program Hours as outlined in the proposal
  - g. District Disciplinary Protocol
  - h. SCUSD Wellness Policy
  - i. Volunteer Process – Policies, Procedures, Protocols
3. Service Providers will maintain an environment that is physically and emotionally safe for children/youth and staff at all times. This includes:
  - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times (excluding restroom breaks)
  - b. 10:1 student/staff ratio (Student to staff ratio during field trips should be according to the Field Trip guidelines.
  - c. Clear, positively stated program rules and expectations.
  - d. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
4. Area representatives, Service Providers and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
  - a. Checking and answering e-mails and phone message daily
  - b. Incidents, issues and concerns will be communicated to the district within 24 hours
  - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
  - d. Checking district (Outlook) email regularly
  - e. Scheduling a minimum of two orientations a week prior to the start of the programming
  - f. weekly online parent/guardian check-in nights during summer programming
5. Program staff will conduct themselves in a professional manner at all times by being:
  - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty
  - b. Prepared and ready at least 1 hour prior to start of programming

- c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement
6. In order to support academic achievement, Service Providers/staff should:
  - a. Have a general knowledge of the academic standing of their students in their program
  - b. Align Summer Matters Program to accelerate student learning
  - c. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee
7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
8. All 21<sup>st</sup> Century Community Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of student served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
9. Area representatives will evaluate summer school programming based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
10. Program managers and instructional aids will participate in district offered professional development.
11. Agency will include information about sexual harassment and child sexual abuse prevention in all new employee orientations.


COVID-19 Addendum

**In further consideration for this Agreement, TE enters this COVID-19 Addendum as TE would be providing services from the school sites:**

1. TE agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding protection from the COVID-19. Such guidelines may be found at:
  - a. <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
  - b. <https://covid19.ca.gov/>
  - c. <https://www.saccounty.net/COVID-19/Pages/default.aspx>
  - d. <https://www.cityofsacramento.org/Emergency-Management/COVID19>
  - e. [https://www.scusd.edu/sites/main/files/file-attachments/mitigation\\_guidelines.pdf](https://www.scusd.edu/sites/main/files/file-attachments/mitigation_guidelines.pdf)
  - f. <https://returntogether.scusd.edu/return-health>
2. TE agrees to strictly follow all currently applicable federal, state, county, city and/or district rules regarding reopening guidelines for child care providers. Such guidelines may be found at:
  - a. <https://www.saccounty.net/COVID-19/Documents/SCPH%20COVID-19%20Reopening%20guidelines%20for%20Child%20Care%20final.pdf>
3. School Administration and plant manager need to be aware of the staff and all the activities.
4. TE will provide training to their staff on COVID-19 mitigation measures and how to remain safe at all times.
5. Agency staff will only be at the sites during the hours agreed upon with the site administration.
6. Agency staff are required to follow all District protocols while on-site at this time, including, but not limited to maintaining proper physical distancing, wearing a mask while inside district’s facilities, partaking in the health screening, washing their hands properly etc.
7. The District reserves the right to stop the use of its facilities if it observes violation of the COVID-19 rules.
8. The District reserves the right to stop the agency from providing in-person services in case there is a spike in COVID infections.

TE: Angela Love

Address: 2030 W El Camino Ave Suite 210 Sacramento CA 95833

Signature and Title:  Executive Director

Work Phone: (916) 214-5433

Other Phone: (916) 214-5433





**COLLEGE BOARD'S  
COLLEGE READINESS AND SUCCESS AGREEMENT #: CB-00029756**

**THIS AGREEMENT**, including all appendices, exhibits, and schedules attached hereto (this "Agreement"), is made as of this **July 01, 2021** ("Effective Date"), by and between Sacramento City Unified School District ("Client") and College Board ("College Board").

**WHEREAS**, College Board shall make available, and Client may order the following College Board exams, products, and services related to College Board's College Readiness and Success System.

**NOW, THEREFORE**, in consideration of the foregoing, the mutual covenants and undertakings contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby agree to the following:

**1.0 Services.** College Board shall furnish Client with the exams, products, licenses, services and/or materials (collectively, "Services") in accordance with the applicable schedules, which outline the Services hereunder, attached hereto and incorporated herein by this reference ("Schedule"). If Client has additional orders after the Effective Date of this Agreement, and during the Term (as defined in Section 2.1), the parties agree such Services shall be added by an addendum signed by both parties.

**2.0 Term & Termination.**

**2.1 Term.** This Agreement shall be for a term beginning as of the Effective Date and, unless sooner terminated as provided herein, will expire on June 30, 2022 ("Initial Term"). Client may renew this Agreement in twelve (12) month increments ("Renewal Term"), upon notice to the College Board of its intent to renew within thirty (30) days prior to the expiration date of this Agreement. During any Renewal Term, this Agreement shall be subject to College Board's then-current fees and policies at the time of renewal. The Initial Term and each subsequent Renewal Term shall be collectively referred to as the "Term." If, during the Term, Client decides to change to the administration of a digital College Board assessment, College Board reserves the right to attach an additional schedule specific to such administration, containing operational policies and any additional terms and conditions.

**2.2 Termination.** If either party breaches any of the provisions of this Agreement (including but not limited to Client's failure to make any payment when due), either party shall have the right to give the other party written notice to cure such breach within thirty (30) days and, if such breach is not cured within a thirty (30) day period, either party shall have the right to terminate this Agreement, without waiver of any other remedy, whether legal or equitable; provided, however, if Client breaches the Representations and Warranties or Ownership of Intellectual Property, or both, then College Board shall have the right to terminate this Agreement immediately.

**2.2.1 Rights After Termination.** If any Schedule is terminated for any reason, all rights granted to Client hereunder with respect to the Services under that Schedule shall cease, and Client shall; (a) immediately cease all use of the applicable Services and purge any and all software, content, and materials from Client's computer systems, storage media and files, and all copies thereof, as applicable, and (b) promptly return or destroy, at College Board's direction, content and materials, and all copies thereof, and all other confidential information of College Board then in Client's possession or under Client's control. Upon termination of this Agreement, College Board shall terminate Client's access to any systems to which Client has access under this Agreement.

**2.2.2 Partial Payment Upon Termination.** Client will compensate College Board for all services, including any costs associated with the initial deployment of resources in preparation for providing the Services under this Agreement, through the effective date of any termination in accordance with invoices issued or to be issued by College Board.

**2.2.3 Availability of Services.** In addition to its other rights hereunder, College Board may cease making certain Services commercially available at any time by providing Client sixty (60) days written notice. In such event, College Board will cease furnishing such Services under this Agreement and this Agreement shall continue in full force and effect, except for provisions specifically affecting such Services. College Board will refund Client any fees paid for the unused portion of such Services.

**3.0 Fees and Payment.** Client shall pay those fees set forth in each Schedule for the Services furnished during the 2021-2022 implementation year. Unless otherwise indicated in a Schedule, payment terms are Net 30.

**4.0 Taxes.** Client agrees to pay any sales, use, value added or other taxes or import duties (other than College Board's corporate income taxes) based on, or due as a result of, any fees paid to College Board under this Agreement, unless Client is



exempt from such taxes as the result of Client's corporate or government status and Client has furnished College Board with a valid tax exemption certificate.

## 5.0 Representations and Warranties.

**5.1 Authority.** Client represents and warrants that it is empowered under applicable state laws to enter into and perform this Agreement and it has caused this Agreement to be duly authorized, executed, and delivered.

**5.2 College Board Services Warranty.** College Board represents and warrants that it shall perform its obligations under this Agreement in a professional, workmanlike manner.

**5.3 College Board Disclaimer of Implied Warranties.** EXCEPT AS PROVIDED ABOVE, COLLEGE BOARD MAKES NO WARRANTIES WHATSOEVER AND PROVIDES THE SERVICES, AS APPLICABLE, ON AN "AS IS" AND "AS AVAILABLE" BASIS. COLLEGE BOARD HEREBY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT OF THIRD PARTY RIGHTS. COLLEGE BOARD DOES NOT WARRANT THE OPERATION OF THE DELIVERABLES TO BE UNINTERRUPTED OR ERROR-FREE OR THAT ALL DEFICIENCIES OR ERRORS ARE CAPABLE OF BEING CORRECTED. FURTHERMORE, COLLEGE BOARD DOES NOT WARRANT OR MAKE ANY REPRESENTATIONS REGARDING THE USE OF THE SERVICES OR THE RESULTS OBTAINED THEREFROM OR THAT THE SERVICES WILL SATISFY CLIENT'S REQUIREMENTS.

**6.0 Limitation of Liability.** TO THE EXTENT PERMITTED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, THE TOTAL LIABILITY, IN THE AGGREGATE, OF COLLEGE BOARD AND ITS OFFICERS, TRUSTEES, PARTNERS, EMPLOYEES, AGENTS AND COLLEGE BOARD'S SUBCONTRACTORS AND CONSULTANTS, AND ANY OF THEM, TO CLIENT AND ANYONE CLAIMING BY, THROUGH OR UNDER CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS, OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM OR IN ANY WAY RELATED TO THIS AGREEMENT OR THE WORK PERFORMED BY COLLEGE BOARD PURSUANT TO THIS AGREEMENT FROM ANY CAUSE OR CAUSES, INCLUDED BUT NOT LIMITED TO THE NEGLIGENCE, PROFESSIONAL ERRORS OR OMISSIONS, STRICT LIABILITY OR BREACH OF CONTRACT OR WARRANTY EXPRESS OR IMPLIED OF COLLEGE BOARD OR COLLEGE BOARD'S OFFICERS, TRUSTEES, PARTNERS, EMPLOYEES, AGENTS, SUBCONTRACTORS OR CONSULTANTS OR ANY OF THEM, SHALL NOT EXCEED THE ACTUAL AMOUNT PAID TO COLLEGE BOARD UNDER THIS AGREEMENT FOR THE SPECIFIC SERVICE SUBJECT TO THE DAMAGES CLAIM.

IN NO EVENT SHALL EITHER PARTY, THEIR AFFILIATES OR THEIR SUBCONTRACTORS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES (INCLUDING, BUT NOT LIMITED TO, ANY DAMAGES FOR LOSS OF PROFITS OR SAVINGS, LOSS OF USE, BUSINESS INTERRUPTION OR THE LIKE), EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

**7.0 Indemnification.** To the extent permitted by law and notwithstanding any other provision of this Agreement, Client agrees to indemnify, hold harmless, and defend College Board from and against any and all liabilities, demands, claims, fines, penalties, damages, forfeitures, and suits, together with reasonable attorneys' and witnesses' fees and other costs and expenses of defense and settlement, which College Board may incur, become responsible for or pay out as a result of death or bodily injury or threat thereof to any person, destruction of or damage to any property, any violation of local state or federal laws, regulations, or orders, or any other damages claimed by third parties (collectively, "Damages") provided, however, that Client shall not be obligated to indemnify College Board to the extent such Damages are caused directly by the gross negligence or willful misconduct of College Board.

**8.0 Ownership of Intellectual Property.** Client agrees and acknowledges that all intellectual property provided under or pertaining to this Agreement, including, but not limited to, any College Board publications, College Board website(s), CD-ROMs, videos, examinations, and all items contained therein, including all copies thereof, all data and score reports and any parts thereof, all copyrights, trademarks, trade secrets, patents, and other similar proprietary rights are the sole and exclusive property of College Board. Nothing in this Agreement should be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to the Client except as specifically provided under a particular Schedule.

## 9.0 Miscellaneous.

**9.1 Cooperation.** Client shall cooperate fully with College Board, its agents, consultants, and subcontractors and provide all assistance as reasonably necessary for College Board to furnish the Services as applicable, including but not limited to:



(a) fulfilling its obligations under the applicable Schedule and (b) other assistance reasonably required by College Board to fulfill its obligations under this Agreement.

**9.2 Force Majeure.** Neither party shall be considered in default in the performance of its obligations under this Agreement to the extent that performance of its obligations is prevented or delayed in whole or in part by any cause beyond its reasonable control, whether foreseeable or not, including, without limitation, acts of God, acts or omissions of governmental authorities, strikes, lockouts or other industrial disturbances, acts of public enemies, terrorism, wars, blockades, riots, civil disturbances, curtailment of transportation, Client's failure to cooperate as described in Section 9.1 (Cooperation), pandemics or epidemics including without limitation COVID-19 virus or new strains of the COVID-19 virus, floods, hurricanes, tornadoes, environmental or nuclear contamination, and any other similar acts, events, or omissions (each a "Force Majeure Event") that make it illegal, impracticable, inadvisable, unsafe, or impossible for a party to perform its obligations under this Agreement, provided that College Board shall have a duty to reasonably mitigate, or cause to be mitigated, any such disruptions (or parts thereof). College Board's obligation to furnish the Services shall be suspended (or reduced, as applicable) during the period and to the extent that provision of the Services is disrupted by the Force Majeure Event, without such suspension or disruption constituting a material breach of its obligations under this Agreement.

**9.3 Governing Law and Choice of Forum.** This Agreement shall be construed in accordance with the terms and conditions set forth in this Agreement and the law of the State of California without regard to choice or conflict of laws principles that would cause the application of any other laws. Any dispute or controversy arising out of or relating to this Agreement or otherwise shall be determined by a court of competent jurisdiction in California State (or the Federal Court otherwise having territorial jurisdiction over such County and subject matter jurisdiction over the dispute), and not elsewhere, subject only to the authority of the Court in question to order changes of venue; provided, however, that prior to the instigation of any such action (other than an action for equitable relief) a meeting shall be held at a mutually agreed upon location, attended by individuals with decision-making authority to attempt in good faith to negotiate a resolution of the dispute. If within forty-five (45) days after such meeting the parties have not succeeded in resolving the dispute, either party may proceed at law, or in equity, in a court of competent jurisdiction. Client agrees not to demand a trial by jury in any action, proceeding or counterclaim.

**9.4 Notices.** All notices or other communications hereunder shall be deemed to have been duly given and made if in writing and if served by personal delivery upon the party for whom it is intended on the day so delivered, if delivered by registered or certified mail, return receipt requested, or by courier service on the date of its receipt by the intended party (as indicated by the records of such of the U.S. Postal Service or the courier service), or if sent by e-mail, or if not a business day, the next succeeding business day, provided that the email sender retains confirmation of a "read-receipt" which acknowledges recipient's opening of such email, or if not available, promptly confirms by telephone confirmation thereof, to the person at the address set forth below, or such other address as may be designated in writing hereafter, in the same manner, by such person:

**To College Board:**  
K-12 Contract Management

College Board  
250 Vesey Street  
New York, NY 10281  
Tel: (212) 713-8000  
Contractsmanagement@collegeboard.org

**With a copy to**  
Legal Department

College Board  
250 Vesey Street  
New York, NY 10281  
Tel: (212) 713-8000  
Legalnotice@collegeboard.org

**To Client:**

Lisa Allen  
Deputy Superintendent  
Sacramento City Unified School District  
5735 47th Avenue  
Sacramento, CA 95824-4528  
Tel: (916) 643-7400  
lisa-allen@scusd.edu

**9.5 Publicity.** Each party agrees to promptly inform the other party of all media inquiries prior to responding thereto and to permit the other party to review and approve prior to release any press releases regarding the services provided for under this Agreement.

**9.6 Relationship of the Parties.** The relationship of the Client and College Board is that of independent contractors. Neither party nor their employees are partners, agents, employees, or joint ventures of the other party. Neither party shall have any authority to bind the other party to any obligation by contract or otherwise. College Board, its employees, and agents shall not be considered employees of the Client while performing these services and will not be entitled to fringe benefits normally accruing to employees of the Client. Client and College Board recognize and agree that College Board is an independent contractor.

If the Client is using federal funds to pay for all or a portion of the Services furnished by College Board under this Agreement, Client acknowledges and agrees that College Board shall not be categorized as a "subrecipient" receiving a federal award as defined by OMB Circular Subpart A.210(c) of Circular No. A-133. College Board shall be defined as a "vendor" that provides good and services within normal business operations, provides similar goods or services to other purchasers and operates in a competitive environment. Client acknowledges and agrees that the substance of the relationship with College Board is that of a vendor not a subrecipient.



**9.7 Third-Party Rights.** Nothing contained in this Agreement, express or implied, establishes or creates, or is intended or will be construed to establish or create, any right in or remedy of, or any duty or obligation to, any third party.

**9.8 Survival.** It is agreed that certain obligations of the parties under this Agreement, which, by their nature would continue beyond the termination, cancellation, or expiration of this Agreement, shall survive termination, cancellation, or expiration of this Agreement, including without limitation, payment, ownership of intellectual property, representations and warranties, limitation of liability, confidential and proprietary information, indemnification, term and termination, and Section 9 (Miscellaneous) herein.

**9.9 Amendment; Waiver.** Any provision of this Agreement may be amended or waived if, and only if, such amendment or waiver is in writing and signed, in the case of an amendment, by the parties, or in the case of a waiver, by the party against whom the waiver is to be effective. No failure or delay by any party in exercising any right, power, or privilege hereunder shall operate as a waiver thereof nor shall any single or partial exercise thereof or the exercise of any other right, power, or privilege. Except as otherwise provided herein, the rights and remedies herein provided shall be cumulative and not exclusive of any rights or remedies provided by law.

**9.10 Severability.** The provisions of this Agreement shall be deemed severable and the invalidity or unenforceability of any provision shall not affect the validity or enforceability of the other provisions hereof. If any provision of this Agreement, or the application thereof to any person or entity or any circumstance, is invalid or unenforceable, (a) a suitable and equitable provision shall be substituted therefor in order to carry out so far as may be valid and enforceable provision and (b) the remainder of this Agreement and the application of such provision to other persons, entities, or circumstances shall not be affected by such invalidity or unenforceability, nor shall such invalidity or unenforceability affect the validity or enforceability of such provision, or the application thereof, in any other jurisdiction.

**9.11 Order of Precedence.** In the event of conflict between the terms and conditions of any Schedule and this Agreement the terms and conditions of the Schedule shall prevail. The parties acknowledge and agree that each shall construe the terms, covenants, and conditions set forth in this Agreement, including each Schedule, as consistent with one another insofar as possible, so as to give effect to the fullest extent possible to each particular clause. Client shall remit any required Client-issued purchasing documents such as a contract or purchase order prior to the scheduled delivery of any Services to ensure prompt payment for Services received under this Agreement ("Client Purchase Order"). Notwithstanding anything to the contrary, the parties hereby acknowledge and agree that the Client Purchase Order shall be subject to the terms and conditions of this Agreement and this Agreement shall supersede any terms and conditions included in the Client Purchase Order. Client acknowledges and agrees that College Board may delay and/or withhold furnishing Services if Client fails to issue the Client Purchase Order for such Services, as applicable, prior to the scheduled delivery date for such Services.

**9.12 Headings.** Headings contained in this Agreement are for reference purposes only. They shall not affect in any way the meaning or interpretation of this Agreement.

**9.13 Integration, Execution and Delivery.** This Agreement includes the Schedules attached hereto and constitutes the entire agreement between College Board and Client and supersedes all prior written or oral understandings, bids, offers, negotiations, or communications of every kind concerning the subject matter of this Agreement, including any Client Purchase Order. No course of dealing between parties and no usage of trade shall be relevant to supplement any term used in this Agreement. Acceptance or acquiescence in a course of performance rendered under this Agreement shall not be relevant to determine the meaning of this Agreement and no waiver by a party of any right under this Agreement shall prejudice that party's exercise of that right in the future. This Agreement may be executed through signatures to any number of counterparts, each of which shall be deemed an original, which together will constitute one Agreement. Delivery of an executed counterpart of this Agreement by electronic transmission, including through DocuSign, shall be equally as effective as delivery of an original executed counterpart of this Agreement. Any party delivering an executed counterpart of this Agreement by electronic transmission also shall deliver an original executed counterpart of this Agreement (except if the parties are using DocuSign), but the failure to deliver an original executed counterpart shall not affect the validity, enforceability, and binding effect of this Agreement. The foregoing execution and delivery shall apply to this Agreement.



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

**COLLEGE BOARD**

\_\_\_\_\_  
Signature

Rose Ramos  
\_\_\_\_\_  
Name

Chief Business Officer  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

DocuSigned by:

*Jeremy Singer*  
\_\_\_\_\_  
Signature

Jeremy Singer  
\_\_\_\_\_  
Name

President  
\_\_\_\_\_  
Title

06/11/2021  
\_\_\_\_\_  
Date

**PSAT/NMSQT  
EARLY PARTICIPATION PROGRAM  
FIXED FEE SCHEDULE**

**I. BACKGROUND**

College Board owns and delivers its national standardized PSAT/NMSQT®<sup>1</sup> test to students. College Board's Early Participation Program is an initiative to support the involvement of all students in the college-going process at an earlier age while there is still time to inform instruction and learning, and increase students' readiness for college expectations. Additionally, earlier involvement in the PSAT/NMSQT® assessment will expose students to a wealth of college planning and preparation tools to get and keep them actively involved in the process, as well as provide students with the opportunity to receive national recognition and scholarships through National Merit Scholarship Corporation. This Schedule outlines how a Client sponsors the PSAT/NMSQT administration for students and what data and reports may be provided to Client through our online data portal. College Board supports this initiative by providing clients with access to additional savings when clients pay to engage at least one entire grade of students in taking the PSAT/NMSQT as indicated on the Budget Schedule or elsewhere in this Schedule ('Participating Grade'). Shifting this financial obligation from the student to Client provides greater access for students to the PSAT/NMSQT and initiates students' earlier entry on the road to college.

**II. SCOPE**

College Board shall furnish the PSAT/NMSQT and the following materials and reports to the Districts and schools designated by Client in Section IV (List of Participating Districts and Schools):

**1. Materials for Students:**

- a. PSAT/NMSQT test materials (PSAT/NMSQT Student Guides and test booklets).
- b. Student Online Score Report, delivered via College Board website.
- c. Access to Official SAT Practice on Khan Academy; students can link their College Board and Khan Academy accounts to receive free personalized practice recommendations based on their performance.
- d. Access to scholarship and recognition programs, offered by each of National Merit Scholarship Corporation and College Board.

**2. Materials for Schools:**

- a. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
- b. Access to AP Potential™, delivered via College Board website.
- c. SAT Suite of Assessments of Educator Guide available via College Board website.
- d. PSAT/NMSQT Coordinator Manual (copies sent to schools based on their test booklet order; one per 25 tests ordered).

**3. Reports for District:**

- a. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
- b. Access to AP Potential, delivered via College Board website.

**4. Delivering SAT Practice Tools and Support.** In addition to the free practice tools available at <http://sat.collegeboard.org/practice>, all students will have access to free, personalized, and focused practice resources through College Board's collaboration with Khan Academy. Practice materials for the SAT exam are available at the Khan Academy website (<http://satpractice.org>). Client and Participants shall use the Khan Academy practice tool and materials in accordance with Khan Academy's guidelines.

**5. Required Information.** Client shall furnish College Board with: (a) a list of participating schools with their respective College Board school code as prescribed in Section IV (List of Participating Schools); (b) a review of estimated student enrollment from a public data source as prescribed in Section V (Fee Calculation); and (c) Client's contacts as prescribed in Section VI (Contact Information), incorporated by reference herein. Client will review the pre-populated enrollment data from public data sources and send any adjustments as prescribed in Section V (Fee Calculation).

<sup>1</sup> PSAT/NMSQT is a registered trademark jointly owned by College Board and the National Merit Scholarship Corporation and should be so noted in all communications.



**6. Changes to Participating Schools.** Changes to the list of Participating Schools cannot be made after **September 10, 2021**. Participating Schools without a valid six-digit College Board school code should apply for their school code **at least six weeks** prior to the PSAT/NMSQT order deadline.

In the event that any of Client's schools are omitted from the List of Participating Districts and Schools or listed without valid school codes, then such schools shall not be covered under this Schedule. Additionally, students in Participating Schools who incorrectly enter a grade or fail to enter a grade on their answer sheets will be incorrectly depicted in reports furnished under this Schedule, and no adjustments can be made to the reports furnished to Client under this Schedule.

### III. PSAT/NMSQT TERMS AND CONDITIONS

**1. Ownership of Intellectual Property.** Client agrees and acknowledges that the PSAT/NMSQT exam, and all items (questions) contained therein, including all copies thereof, all exam materials (including publications and reports) and all data, including but not limited to student scores derived from the exam and collected under this Schedule are at all times owned by College Board, which is the exclusive owner of all rights in and to the PSAT/NMSQT exam, including, without limitation, copyrights, trademarks<sup>2</sup>, trade secrets, patents, and other similar proprietary rights, and all renewals and extensions thereof (collectively 'College Board Intellectual Property'). Nothing in this Schedule shall be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to Client or that its normal security procedures for its national assessments will be altered in any way.

**2. PSAT/NMSQT Student Reports.** College Board hereby grants Client a limited, nonexclusive, nontransferable, non-assignable right to use the online score reports and individual student data for the legitimate educational purposes of internal analysis, which includes Client-wide training sessions, as long as the data used during training preserves the confidentiality of students. Client may not use or distribute the score reports externally or to third parties without the express written consent of College Board.

**3. PSAT/NMSQT Assessment Administration.** The exam shall be administered on **October 13, 2021**. The alternate exam test administration is on **October 26, 2021**. Client shall comply with the published security and administration guidelines for College Board's national assessments set forth in the PSAT/NMSQT Coordinator Manual.

**4. Client Testing Delays.** Participating schools select one of the administration dates for the PSAT/NMSQT. Should an event occur that would require participating schools to close for reasons beyond the reasonable control of such participating schools (for example, including, but not limited to, severe weather, extended power outages, or a teacher's strike) (a 'PN Delay Event'), College Board will work with Client and participating schools to shift testing to the Alternate administration, if available. College Board will not be liable if College Board's shipping vendor is unable to timely deliver test materials to the participating schools for the Alternate administration, or should a PN Delay Event otherwise prevent the participating schools from administering the PSAT/NMSQT on the Alternate administration in accordance with the policies set forth in the PSAT/NMSQT Coordinator's Manual. College Board will use its best efforts to support the change of test date. College Board will assume any additional costs associated with rescheduling and delivering tests to participating schools impacted by a PN Delay Event up to one week prior to the Alternate administration. Client will be liable for any additional fees associated with rush deliveries, publication reprints or incremental support incurred for deliveries within seven (7) days of the Alternate administration. College Board reserves the right to deny a change of test date if, in its sole opinion, the additional work will endanger its vendors or its' employees, agents, consultants, or if Client has failed to promptly inform College Board of the need for a test day change in time to allow delivery of test materials one week prior to the Alternate administration. No additional administration of the PSAT/NMSQT will be made available after the Alternate administration. Client understands that by selecting the Alternate administration as their main administration date, if there is a PN Delay Event, there is no additional PSAT/NMSQT test dates. In such cases, this Agreement remains in full force and effect and Client will not be charged any unused test fees. Client's students may elect to participate in National Merit Scholarship Competition program by following the instructions for alternate entry published in the PSAT/NMSQT Student Guide.

### IV. LIST OF PARTICIPATING SCHOOLS

SCHOOL NAME	SCHOOL CODE
American Legion High School	052700
C K McClatchy High School	052705
Capital City School - Independent Study	052909
George Washington Carver School of Arts and Science	053015

<sup>2</sup> PSAT/NMSQT is a registered trademark jointly owned by College Board and the National Merit Scholarship Corporation, and should be so noted in all communications.



Health Professions High School	053984
Hiram W Johnson High School	052717
John F Kennedy High School	052713
Kit Carson International Academy	054889
Luther Burbank High School	052719
Met Sacramento High School	053916
Rosemont High School	053927
Sacramento Accelerated Academy	050808
Sacramento New Technology High School	053012
School of Engineering and Sciences	054286
West Campus High School	052728

## V. FEE CALCULATION

**1. Program Pricing.** The fee calculation for this Schedule depends solely on the total enrollment figures for the Participating Grades as indicated in the College Readiness Agreement Budget Schedule ('Budget Schedule') and Client's official National School Lunch Program (NSLP) percentage, and the assessment(s) purchased by Client. Client acknowledges that successful implementation of the Early Participation Program is contingent on Client requiring 100% of their schools<sup>3</sup> to participate under this Agreement. If, during the term covered by this Schedule, College Board is furnishing other assessments to Client in addition to the PSAT/NMSQT, or if multiple grades are being tested under this Schedule, Client shall receive a greater discount as set forth on the Budget Schedule. The table below details the discounts available ('Suite Pricing' and 'Multi-Assessment Pricing'). For purposes of Suite pricing under this Schedule, the PSAT/NMSQT ('PN') and PSAT 10 ('P10') are considered one assessment.

National School Lunch Program (NSLP) Percentage	Suite Pricing: PSAT/NMSQT with PSAT 8/9 and SAT School Day	Multi-Assessment Pricing: • PSAT/NMSQT with either PSAT 8/9 or SAT School Day or P10 • At least <u>two</u> grades testing for PSAT/NMSQT
≥ 0% and <50%	\$14.00	\$16.00
≥ 50% and < 75%	\$13.00	\$15.00
≥ 75%	\$12.00	\$14.00

Clients will be charged a fixed fee based on enrollment, regardless of how many students actually take the PSAT/NMSQT assessments. The enrollment and total cost indicated in the Budget Schedule are estimates; Client will be given an opportunity to adjust and review the enrollment in the fall to determine their final fee.

**2. Changes to Enrollment.** If Client determines, after signing this Agreement, that the enrollment figures provided herein are incorrect by more than 5% (up or down), Client must provide College Board with the adjusted enrollment figures, and identify how and where College Board may confirm this information. Client shall send the updated enrollment figures and an official enrollment report or references, on official letterhead, via email to [AssessmentsProgram@collegeboard.org](mailto:AssessmentsProgram@collegeboard.org) no later than **October 29, 2021**.

Notwithstanding the foregoing, after the administration of the exam, College Board may request a verification of enrollment by Participating Grade from Client. If enrollment figures provided by Client based on such request, differ from those provided herein, College Board will adjust the total cost of the Schedule to account for either increases or decreases in enrollment. Additionally, in the event actual participation in a Participating Grade exceeds Client's enrollment figures indicated herein, Client shall remit payment to College Board for any additional students at the full test fee of \$18.00 per student.

**3. Restrictions.** No student participating under this Schedule will be assessed an individual fee for taking the PSAT/NMSQT exam. Furthermore, there are no fee waivers granted for juniors should they be covered under this Schedule.

**4. Unused Tests.** Participating Schools will not incur unused test fees.

<sup>3</sup> College Board acknowledges that certain high schools are excluded from this requirement, which include without limitation and by way of example, schools for the severely disabled, charter schools excluded from the administrative authority of the District, and schools primarily possessing students not enrolled to obtain a standard high school diploma.  
Form Approved By College Board Legal January 2020



**PSAT 8/9 ASSESSMENT  
EARLY PARTICIPATION PROGRAM  
FIXED FEE SCHEDULE**

**I. BACKGROUND**

College Board owns and delivers its national standardized tests to students. College Board's Early Participation Program is an initiative to support the involvement of all students in the college-going process at an earlier age while there is still time to inform instruction and learning, and increase students' readiness for college expectations. College Board supports this initiative by providing clients with access to additional savings when clients pay to engage at least one entire grade of students in taking the PSAT 8/9® exam, as indicated on the Budget Schedule or elsewhere in this Schedule ('Participating Grade'). Shifting this financial obligation from the student to Client provides greater access for students to the PSAT 8/9 assessment and provides students early entry on the road to college. This Schedule outlines how a Client sponsors a PSAT 8/9 administration for students and what data and reports may be provided to Client through College Board's online data portal.

**II. SCOPE**

College Board shall furnish the following PSAT 8/9 materials and reports to the schools designated by Client in Section IV (List of Participating Schools).

**1. Materials for Students:**

- a. PSAT 8/9 test materials (test booklets).
- b. Student Online Score Report, delivered via College Board website.
- c. Access to Official SAT Practice on Khan Academy; students ages 13 and older can link their College Board and Khan Academy accounts to receive free personalized practice recommendations based on their performance.
- d. If Client is administering digital testing ('Digital Testing'), students will receive online access to a Digital Test Preview to demonstrate the navigation and tools available to students in the Digital Testing platform.

**2. Materials for Schools:**

- a. PSAT 8/9 test materials (test booklets).
- b. If Client is administering digital testing, Participating Schools will receive online access to the digital testing platform and download applications.
- c. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website. In order for the Participating Schools to receive all reports on the data portal, answer sheets must be returned as soon as possible after testing.
- d. Access to AP Potential™ for students in 9<sup>th</sup> grade, via College Board website.
- e. SAT Suite of Assessment Educator Guide, available via College Board website.
- f. PSAT 8/9 Coordinator Manual (copies sent to schools based on their test book order; one per 25 tests ordered).
- g. If Client is administering Digital Testing, PSAT 8/9 Digital Testing Coordinator Manual (copies sent to schools based on their order in the Test Ordering Site; one per 10 tests ordered).

**3. Reports for District:**

- a. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
- b. Access to AP Potential, delivered via College Board website.

**4. Required Information.** Client shall furnish College Board with: (a) a list of participating schools as prescribed in Section IV (List of Participating Schools); (b) a review of estimated student enrollment from a public data source as prescribed in Section V (Fee Calculation); and (c) Client's contacts as prescribed in Section VI (Client Contact Information). Client will review the pre-populated enrollment data from public data sources and send any adjustments as prescribed in Section V (Fee Calculation).

**5. Change to Participating Schools.** Changes to the list of Participating Schools must be made no later than **one month prior to Client's selected administration date**. Participating Schools without a valid six-digit College Board school code should apply for their school code **at least six weeks before they plan to order test books**.

In the event that: (i) any of Client's schools are omitted from the List of Participating Schools or listed without valid school codes, then such schools shall not be covered under this Agreement and (ii) students in Participating Schools who incorrectly enter a grade or fail to enter a grade on their answer sheets will be incorrectly depicted in reports furnished under this Schedule, and no adjustments can be made to the reports furnished to Client under this Schedule.

### III. PSAT 8/9 TERMS AND CONDITIONS

**1. Ownership of Intellectual Property.** Client agrees and acknowledges that the PSAT 8/9 exam, and all items (questions) contained therein, including all copies thereof, all exam materials (including publications and reports) and all data, including but not limited to student scores derived from the exam and collected under this Schedule are at all times owned by College Board, which is the exclusive owner of all rights in and to the PSAT 8/9 exam, including, without limitation, copyrights, trademarks, trade secrets, patents, and other similar proprietary rights, and all renewals and extensions thereof (collectively ‘College Board Intellectual Property’). Nothing in this Schedule shall be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to Client or that its normal security procedures for national assessments will be altered in any way.

**2. PSAT 8/9 Student Reports.** College Board hereby grants Client a limited, nonexclusive, nontransferable, non-assignable right to use the online score reports and individual student data for the legitimate educational purposes of internal analysis, which includes Client-wide training sessions, as long as the data used during training preserves the confidentiality of students. Client may not use or distribute the score reports externally or to third parties without the express written consent of College Board.

**3. PSAT 8/9 Test.** College Board hereby grants to Client during the Term of this Agreement a limited, non-exclusive, non-transferable, non-assignable, revocable license to use the PSAT 8/9 test booklets and the digital platform for Digital Testing for the sole purpose of administering the PSAT 8/9 exam on behalf of College Board and reviewing the scores with students within the classroom of a Participating School. Unless otherwise directed by College Board in advance, Client shall destroy PSAT 8/9 test booklets upon termination of this Agreement.

Except as expressly provided herein, Client is prohibited from copying, disseminating, publishing, displaying or distributing in any form, or reproducing the PSAT 8/9 test booklets or any questions from the Digital Testing in whole or in part, without the prior written consent of College Board. Client does not gain any ownership interest in the PSAT 8/9 test booklets or Digital Testing.

**4. PSAT 8/9 Assessment Administration.** If Client wishes to administer the test twice to the same Participating Grade, Client should select its first testing date between September 2021 and March 2022, and its second testing date in April 2022. Client agrees to administer the PSAT 8/9 to students in the Participating Grade(s) during the testing period(s) noted in the List of Participating Schools table below.

Client shall comply with the published security and administration guidelines for College Board’s national test assessments set forth in the PSAT 8/9 Coordinator Manual. For the Digital Testing, Client shall also comply with the guidelines as published in the PSAT 8/9 Digital Testing Coordinator Manual, PSAT 8/9 Digital Testing Accommodated Manual and all relevant supplemental system requirements, installation manuals and guides.

**5. Client Testing Delays.** Participating schools select an administration date for the PSAT 8/9. Should an event occur that would require participating schools to close for reasons beyond the reasonable control of such participating schools (for example, including, but not limited to, severe weather, extended power outages, or a teacher’s strike) (a ‘PSAT 8/9 Delay Event’), the client may securely store their test materials and test later in the testing window. If testing cannot be conducted later in the testing window due to an extended outage, the College Board will work with Client and participating schools to shift testing to a later testing window, if available. College Board will not be liable if College Board’s shipping vendor is unable to timely deliver test materials to the participating schools for the new testing window, or should a PSAT 8/9 Delay Event otherwise prevent the participating schools from administering the PSAT 8/9 on the new administration date in accordance with the policies set forth in the PSAT 8/9 Coordinator’s Manual. College Board will use its best efforts to support the change of test date. College Board will assume any additional costs associated with rescheduling and delivering tests to participating schools impacted by a PSAT 8/9 Delay Event up to one week prior to the new administration date. Client will be liable for any additional fees associated with rush deliveries, publication reprints or incremental support incurred for deliveries within seven (7) days of the new administration. College Board reserves the right to deny a change of test date if, in its sole opinion, the additional work will endanger its vendors or its’ employees, agents, consultants, or if Client has failed to promptly inform College Board of the need for a test day change in time to allow delivery of test materials one week prior to the new administration. No additional administration of the PSAT 8/9 will be made available after the last scheduled administration of the year. Client understands that by selecting the April administration as their main administration, if there is a PSAT 8/9 Delay Event, there is may be no additional opportunities to test PSAT 8/9 in that school year. In such cases, this Agreement remains in full force and effect and Client will not be charged any unused test fees.

**6. Digital Testing Requirements (If Client is administering digital testing):**

- a. The PSAT 8/9 Coordinator at each Participating School will complete all required College Board Digital Coordinator Training and provide training access to other supporting staff. Client will ensure compliance with training requirements for all testing staff.

- b. The PSAT 8/9 Coordinator at each Participating School will ensure the successful and accurate completion of all digital preadministration and technology setup activities. These include: a dedicated device for test coordinator(s) to monitor test activities, a proctor computer to administer the digital test in each testing room, and school-owned devices for each test-taking student with College Board Secure Browser installed. Additional information on the computers required for test day, including recommendations on battery and power source, can be found here: <https://digitaltesting.collegeboard.org/digital-preparedness/computer-requirements>. Client must further ensure that each school can meet College Board Digital Testing Requirements as outlined on the digital testing website, in the following areas:
- **Supported Operating Systems for Student Testing:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/supported-operating-systems>, for guidance on supported desktops, laptops and tablets for student testing.
  - **Supported Web Browsers by Operating System:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/supported-browsers>, for information on supported operating systems and corresponding web browsers for each application.
  - **Network Configuration:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/network-configuration>, for guidance on network configuration including: required bandwidth, ports and protocols, and URLs to whitelist for optimal testing experience.

Client understands that updates to the Digital Testing requirements will be posted on the Digital Testing website links outlined above.

- c. Client agrees and understands that seating policies for Digital Testing are different from those for paper and pencil testing and will ensure that Participating Schools consult College Board manuals and training and adhere to the most up-to-date Digital Testing room seating policies.
- d. Bulk Registration is required for Participating Schools electing to Digital Testing.

7. There is always a risk of disruption during paper or digital testing, including, without limitation, computer issues. College Board has endeavored to put in place procedures to allow administrators and students to recover from such disruption and complete testing. Despite such efforts, Client understands that there are situations where College Board's only option is to schedule a makeup test. This is Client's sole remedy in relation to such disruption.

8. If Client is administering the test with accommodations requiring the use of an approved assistive technology device, students should pre-test the device in the Student Digital Test Preview prior to test day to ensure operational functionality. If the digital accommodation supports within the Digital Test preview do not meet the students testing needs, Client shall arrange for alternate accommodation supports.

#### IV. LIST OF PARTICIPATING SCHOOLS

DISTRICT NAME	SCHOOL NAME	SCHOOL CODE	PARTICIPATING GRADE(S)	TESTING PERIOD(S)
Sacramento City Unified School District	A.M. Winn Public Waldorf	059899	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Albert Einstein Middle School	059144	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Alice Birney Waldorf K-8 School	059891	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	American Legion High School	052700	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	C K McClatchy High School	052705	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	California Middle School	059145	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Capital City School - Independent Study	052909	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Capital City School - Independent Study	052909	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Father Keith B Kenny K-8 School		8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Fern Bacon Middle School	059146	8	Sep 20, 2021 - Jan 28, 2022



Sacramento City Unified School District	Genevieve F. Didion K-8 School	059174	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	George Washington Carver School of Arts and Science	053015	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Health Professions High School	053984	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Hiram W Johnson High School	052717	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	John F Kennedy High School	052713	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	John Morse Therapeutic Center	059425	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	John Still K-8	059147	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Kit Carson International Academy	054889	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Kit Carson International Academy	054889	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Leonardo Da Vinci School	059894	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Luther Burbank High School	052719	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Martin Luther King Jr K-8 School	059892	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Met Sacramento High School	053916	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Rosa Parks Middle School	059890	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Rosemont High School	053927	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Sacramento Accelerated Academy	050808	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Sacramento Accelerated Academy	050808	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Sacramento New Technology High School	053012	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Sam Brannan Middle School	059149	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	School of Engineering and Sciences	054286	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Success Academy	059904	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Success Academy	059904	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Sutter Middle School	059024	8	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	West Campus High School	052728	9	Sep 20, 2021 - Jan 28, 2022
Sacramento City Unified School District	Will C Wood Middle School	059151	8	Sep 20, 2021 - Jan 28, 2022



## V. FEE CALCULATION

**1. Program Pricing.** The fee calculation for this Schedule depends solely on the total enrollment figures for the Participating Grades as indicated in the College Readiness Agreement Budget Schedule ('Budget Schedule') and Client's official National School Lunch Program (NSLP) and the assessment(s) sponsored by Client. Client acknowledges that successful implementation of the Early Participation Program is contingent on Client requiring 100% of their schools<sup>4</sup> to participate under this Schedule. If, during the term covered by this Schedule, College Board is furnishing other assessments to Client in addition to PSAT 8/9, or if multiple grades are being tested under this Schedule, Client shall receive the fee calculation for testing under this Schedule represents a greater discount as set forth on the Budget Schedule. The table below details the discounts available ('Suite pricing' and 'Multi-Assessment Pricing'). For purposes of Suite pricing under this Schedule, the PSAT/NMSQT ('PN') and PSAT 10 ('P10') are considered one assessment.

National School Lunch Program (NSLP) Percentage	Suite Pricing:	Multi-Assessment Pricing:
	PSAT 8/9 with SAT School Day, and PN and/or P10	<ul style="list-style-type: none"> <li>• PSAT 8/9 with either PN or P10 or SAT School Day</li> <li>• At least <u>two</u> grades testing for PSAT 8/9</li> </ul>
≥ 0% and <50%	\$11.00	\$12.00
≥ 50% and < 75%	\$10.00	\$11.00
≥ 75%	\$9.00	\$10.00

Client will be charged a fixed fee based on the enrollment as noted above, regardless of how many students actually take the PSAT 8/9 assessment. The enrollment and total cost indicated in the Budget Schedule are estimates; Client will be given an opportunity to adjust and review the enrollment in the fall to determine their final fee.

**2. Changes to Enrollment.** If Client determines, after signing this Agreement, that the enrollment figures provided herein are incorrect by more than 5% (up or down), Client must promptly provide College Board with the adjusted enrollment figures and identify how and where College Board may confirm this information. Client shall send the updated enrollment figures and an official enrollment report or references, on official letterhead, via email to [AssessmentsProgram@collegeboard.org](mailto:AssessmentsProgram@collegeboard.org) no later than:

Administration Date	Deadline to submit updated enrollment
Sept. 2021 – Jan. 2022	October 29, 2021
Feb. 2022 – Mar. 2022	January 28, 2022
April 2022	

Notwithstanding the foregoing, after the administration of the exam, College Board may request a verification of enrollment by Participating Grade from Client. If enrollment figures provided by Client based on such request, differ from those provided herein, College Board will adjust the total cost of the Schedule to account for either increases or decreases in enrollment. Additionally, in the event actual participation in a Participating Grade exceeds Client's enrollment figures indicated herein, Client shall remit payment to College Board for any additional students at the full test fee of \$14.00 per student.

**3. Restrictions.** No student participating under this Agreement will be assessed an individual fee for taking the PSAT 8/9 exam.

**4. Unused Tests (paper and pencil).** Participating Schools will not incur unused test fees.

<sup>4</sup> College Board acknowledges that certain schools are excluded from this requirement, which include without limitation and by way of example, schools for the severely disabled, charter schools excluded from the administrative authority of Client, and schools primarily possessing students not enrolled to obtain a standard high school diploma.  
Form Approved By College Board Legal January 2020



**SAT SCHOOL DAY PROGRAM  
FIXED FEE SCHEDULE**

**I. BACKGROUND**

College Board owns and delivers its national standardized SAT test to students. Allowing students to take the test during a school day and shifting the financial obligation from the student to Client provides greater access for students to the SAT. College Board will assist Client in administering the SAT exam during a school day. This Schedule outlines how a Client sponsors a SAT School Day administration for students and what SAT data and reports may be provided to Client through our online data portal (the 'Program'). College Board supports this initiative by providing clients with access to additional savings when clients pay to administer the SAT to at least one entire grade of students ('Participating Grade'). Students who take the SAT exam in accordance with the provisions of this Schedule are herein referred to as 'Participants'.

**II. SCOPE**

College Board shall furnish the following SAT School Day materials and reports to the schools designated by Client in Section IV (List of 'Participating Schools').

**1. Materials for Students:**

- a. SAT Student Guide.
- b. SAT test materials (test booklets).
- c. Student Online Score Report, delivered via College Board website.
- d. Ability to send scores to colleges, scholarship programs and other designated score recipients, via College Board website.
- e. Access to Official SAT Practice on Khan Academy; students can link their College Board and Khan Academy accounts to receive free personalized practice recommendations based on their performance.
- f. If Client is administering digital testing ('Digital Testing'), students will receive online access to the Digital Testing platform and download applications, and Client will have access to a Digital Test Preview to demonstrate the navigation and tools available to students in the Digital Testing platform.

**2. Materials for Participating Schools:**

- a. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.
- b. Materials to support test administration.
- c. If Client is administering Digital Testing, schools will receive online access to the Digital Testing platform and download applications, Client will have access to a Digital Test Preview to demonstrate the navigation and tools available to students in the Digital Testing platform, and SAT SD Digital Testing Coordinator Manual (copies sent to schools based on Client's bulk registration file; one per 10 students registered).

**3. Reports for District:**

- a. Access to online individual student score reports and aggregate score reports, and downloadable student data file, delivered via College Board website.

**4. Delivering SAT Practice Tools and Support.** In addition to the free practice tools available at <http://sat.collegeboard.org/practice>, all students will have access to free, personalized, and focused practice resources through College Board's collaboration with Khan Academy. Practice materials for the SAT exam are available at the Khan Academy website (<http://satpractice.org>). Client and Participants shall use the Khan Academy practice tool and materials in accordance with Khan Academy's guidelines.

Additional SAT Readiness products (e.g., publications) and services (e.g., Professional Development Workshops) are not included as part of the Program. Client may purchase these products and services separately.

**5. Providing Accommodations to Participants with Disabilities.** Accommodations for Participants with disabilities will be granted and administered according to College Board's standard eligibility and administration procedures. Participants must apply for accommodations under College Board's Services for Students with Disabilities (SSD) program and must follow the SSD program's published procedures, which can be found at <https://www.collegeboard.org/SSD>. Only College Board-approved accommodations are permitted. Any provided accommodations not previously and explicitly approved by College Board's SSD program will result in scores that are not valid, and that cannot be reported to colleges, scholarship programs and other designated score recipients. Client will be responsible for ensuring that an appropriate accommodations coordinator ('SSD Coordinator') is designated for each school to facilitate the application for and administration of approved accommodations. The 'SSD Coordinator Form' (used to establish an SSD Coordinator) is

available at the above-referenced website. Participants with accommodations previously approved by College Board, and who have a College Board-issued SSD code, do not need to reapply for accommodations under this Program.

6. **Required Information.** Client shall furnish College Board with: (a) a list of Participating Schools as prescribed in Section IV (List of Participating Schools); (b) a review of estimated student enrollment from a public data source as prescribed in Section V (Fee Calculation); and (c) Client's contacts as prescribed in Section VI (Client Contact Information). Client will review the pre-populated enrollment data from public data sources and send any adjustments as prescribed in Section V (Fee Calculation).
7. **Changes to Participating Schools.** Changes to the list of Participating Schools must be submitted by the deadline as noted below. Participating Schools without a valid six-digit College Board school code should apply for their school code **at least six weeks** prior to the order deadline for their Primary Test Date for SAT School Day.

Administration Date	Deadline to submit changes
October 13, 2021	September 3, 2021
October 28, 2021	September 3, 2021
March 2, 2022	January 28, 2022
March 23, 2022	February 11, 2022
April 13, 2022	March 10, 2022
April 26, 2022	March 25, 2022

In the event that: any of Client's schools are omitted from the List of Participating Schools or listed without valid school codes, such schools shall not be covered under this Schedule. Additionally, information relating to Participants who incorrectly enter a grade or fail to enter a grade on their answer sheets, will be incorrectly depicted in reports furnished under this Schedule, and Client acknowledges that no adjustments can be made.

8. **Training of Designated Personnel at the Participating Schools.** College Board will provide all necessary training and/or instructional materials to designated Client personnel who will act as SAT School Day Coordinators, SSD Coordinators, Proctors, and Monitors (collectively 'Designated Personnel'). The required training and/or instructional materials will be made available by College Board to Client and **must be completed two weeks before the test administration date.**

Designated Personnel are required to adhere to all of College Board's procedures, policies, and protocols related to national test administrations as specified in the SAT School Day Coordinator training and instructional materials, and may be required to complete SAT School Day staff agreements. Client is responsible for ensuring compliance with all required Designated Personnel training. College Board reserves the right to cancel the administration of the Program at any Participating School where any Designated Personnel fail to complete such training prior to the scheduled test administration.

9. **SAT Student Guide distribution to Students.** Client shall ensure that copies of the SAT Student Guide are distributed to all Students **at least two weeks before test administration date.**

10. **Dedicated School Day Customer Service for Educators:**

College Board will provide Client with telephone customer service support for educators. Specifically, College Board will provide:

- Step-by-step assistance with College Board online tools (SSD System)
- Assistance with completing required forms (AI Request Form)
- Assistance with obtaining additional materials (Publications)
- Feedback mechanism for counselors

Dates and Times of Service: **Available three months prior to primary test date.** Standard hours of operation: Monday through Friday 9:00 a.m. to 5:00 p.m. Eastern Standard Time. Customer service for the SAT Program can also be accessed online at the following web address: <http://sat.collegeboard.org/contact>.

### III. SAT SCHOOL DAY TERMS AND CONDITIONS

#### SAT Program

1. **SAT Ownership.** Client agrees and acknowledges that the SAT exam, and all items (questions) contained therein, including all copies thereof, all exam materials (including publications and reports) and all data, including but not limited to student scores derived from the exam and collected under this Schedule are at all times owned by College Board, which is the exclusive owner of all rights in and to the SAT exam, including, without limitation, copyrights, trademarks, trade secrets, patents, and other similar proprietary rights, and all renewals and extensions thereof (collectively 'College Board Intellectual Property'). Nothing in



this Schedule shall be interpreted to indicate that College Board is passing its proprietary rights in and to College Board Intellectual Property to Client or that its normal security procedures will be altered in any way.

### SAT Data License

**2. SAT Data and Reporting.** College Board hereby grants Client a limited, nonexclusive, nontransferable, non-assignable right to use the online score reports and individual student data for the legitimate educational purposes of internal analysis, which includes training sessions, as long as the data used during training preserves the confidentiality of students, and to incorporate it into educational data warehouse systems to improve college readiness. Client may not use or distribute the online score reports externally or to third parties without the express written consent of College Board.

For the April 13, 2022 paper and pencil administration, SAT question content and answer explanations will be provided in the online system, for the Primary Test Date only.

- 2.1 College Board grants Client a non-exclusive, limited and revocable license to use the questions and answers explanations for the sole purpose of classroom teaching and internal reporting purposes. Client understands and acknowledges that the questions and answers explanation include College Board copyrighted content and may also include third party copyrighted content for which Client may only use for the aforementioned purposes. Client acknowledge and agrees that it has no right to upload or post online, cache, reproduce, modify, display, edit, alter or enhance any portion of the SAT questions and answers or the third party content in any manner unless it has express written permission from College Board and the owner of the third party content.
- 2.2 College Board reserves the right to revoke the above license grant if Client violates the terms of the license. In addition, College Board shall not be liable to Client nor any third party for Client's use of the question and answers explanation (including but not limited to, any copyright infringement claims) beyond the scope of the license.

### SAT Administration

**3. SAT Test Dates and Participating Grade.** Client agrees to administer the SAT to the following Participating Grade(s) on the Primary and Makeup Test Dates noted below:

Participating Grade(s)	Primary Test Date	Makeup Test Date
11	March 02, 2022	March 23, 2022

Participants who are absent from the Primary Test Date are eligible to take the test on the Makeup Test Date mentioned above. Client acknowledges that there are no designated or national administration makeup test dates associated with the April 26, 2022 Primary Test Date.

**4. Administering the SAT.** The SAT will be administered to students under standard College Board national test administration and security protocols as specified in the SAT School Day Test Coordinator Manual and SAT School Day Test Coordinator training and instructional materials, unless otherwise stated in this Schedule, and will result in scores that are reportable to colleges for admissions purposes. In accordance with College Board policies, any test irregularity, including mis-administrations or security breaches, will be thoroughly investigated and may result in score cancellations. Client is responsible for making all necessary arrangements to ensure that the testing environment and the security of all test materials satisfy College Board requirements as specified in the SAT School Day Coordinator training and instructional materials. The test will be administered by Client-employed personnel, who will not receive additional remuneration by College Board. All Participants must test on either the designated test day or, when available, designated makeup test day. This Agreement does not guarantee that all Students targeted by Client for the Program will actually test. It is the responsibility of Client to encourage Participants to complete the Program. Participants will follow the guidelines on the SAT website and in student materials sent by College Board. For Digital Testing, Client shall also comply with the guidelines as published in the SAT School Day Digital Testing Coordinator Manual, SAT School Day Digital Testing Accommodated Manual and all relevant supplemental system requirements, installation manuals and guides.

**5. Client Testing Delays.** Participating schools select one of the administration dates for the SAT School Day. Should an event occur that would require participating schools to close for reasons beyond the reasonable control of such participating schools (for example, including, but not limited to, severe weather, extended power outages, or a teacher's strike) (an 'SAT Delay Event'), College Board will work with Client and participating schools to shift testing to the Makeup administration, if available. College Board will not be liable if College Board's shipping vendor is unable to timely deliver test materials to the participating schools for the Makeup administration, or should an SAT Delay Event otherwise prevent the participating schools from administering the SAT School Day on the Makeup administration in accordance with the policies set forth in the SAT School Day Coordinator's Manual. College Board will use its best efforts to support the change of test date. College Board will assume any additional costs associated with rescheduling and delivering tests to participating schools impacted by an SAT Delay Event up to one week prior to the Makeup administration. Client will be liable for any additional fees associated with rush deliveries, publication reprints or incremental support incurred for deliveries within seven (7) days of the Makeup administration. College Board reserves the right





to deny a change of test date if, in its sole opinion, the additional work will endanger its vendors or its' employees, agents, consultants, or if Client has failed to promptly inform College Board of the need for a test day change in time to allow delivery of test materials one week prior to the Makeup administration. Client understands that by selecting the Makeup administration as their main administration date, if there is an SAT Delay Event, there may be no additional SAT School Day test dates. In such cases, this Agreement remains in full force and effect and Client will not be charged any unused test fees.

**6. Digital Testing Requirements** (If Client is administering Digital Testing):

- a. The SAT School Day Coordinator at each Participating School will complete all required College Board Digital Coordinator Training and provide training access to other supporting staff. Client will ensure compliance with training requirements for all testing staff.
- b. The SAT School Day Coordinator at each Participating School will ensure the successful and accurate completion of all digital preadministration and technology setup activities. These include: a dedicated device for test coordinator(s) to monitor test activities, a proctor computer to administer the digital test in each testing room, and school-owned devices for each test-taking student with College Board Secure Browser installed. Additional information on the computers required for test day, including recommendations on battery and power source, can be found here: <https://digitaltesting.collegeboard.org/digital-preparedness/computer-requirements>. Client must further ensure that each school can meet College Board Digital Testing Requirements as outlined on the digital testing website, in the following areas:
  - **Supported Operating Systems for Student Testing:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/supported-operating-systems>, for guidance on supported desktops, laptops and tablets for student testing.
  - **Supported Web Browsers by Operating System:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/supported-browsers>, for information on supported operating systems and corresponding web browsers for each application.
  - **Network Configuration:** Review this webpage: <https://digitaltesting.collegeboard.org/digital-preparedness/network-configuration>, for guidance on network configuration including: required bandwidth, ports and protocols, and URLs to whitelist for optimal testing experience.

Client understands that updates to the Digital Testing requirements will be posted on the digital testing website links outlined above.

- c. Client agrees and understands that seating policies for Digital Testing are different from those for paper and pencil testing and will ensure that Participating Schools consult College Board manuals and training and adhere to the most up-to-date Digital Testing room seating policies.
  - d. Bulk Registration is required for schools electing Digital Testing.
7. There is always a risk of disruption during paper or digital testing, including, without limitation, computer issues. College Board has endeavored to put in place procedures to allow administrators and students to recover from such disruption and complete testing. Despite such efforts, Client understands that there are situations where College Board's only option is to schedule a makeup test. This is Client's sole remedy in relation to such disruption.
8. If Client is administering the test with accommodations requiring the use of an approved assistive technology device, students should pre-test the device in the Student Digital Test Preview prior to test day to ensure operational functionality. If the digital accommodation supports within the Digital Test Preview do not meet the students testing needs, Client shall arrange for alternate accommodation supports.

**IV. LIST OF PARTICIPATING SCHOOLS**

SCHOOL NAME	SCHOOL CODE	ADMINISTRATION
American Legion High School	052700	SAT School Day: March 2, 2022
C K McClatchy High School	052705	SAT School Day: March 2, 2022
Capital City School - Independent Study	052909	SAT School Day: March 2, 2022
George Washington Carver School of Arts and Science	053015	SAT School Day: March 2, 2022
Health Professions High School	053984	SAT School Day: March 2, 2022
Hiram W Johnson High School	052717	SAT School Day: March 2, 2022
John F Kennedy High School	052713	SAT School Day: March 2, 2022
Kit Carson International Academy	054889	SAT School Day: March 2, 2022
Luther Burbank High School	052719	SAT School Day: March 2, 2022
Met Sacramento High School	053916	SAT School Day: March 2, 2022
Rosemont High School	053927	SAT School Day: March 2, 2022
Sacramento Accelerated Academy	050808	SAT School Day: March 2, 2022



Sacramento New Technology High School	053012	SAT School Day: March 2, 2022
School of Engineering and Sciences	054286	SAT School Day: March 2, 2022
West Campus High School	052728	SAT School Day: March 2, 2022

## V. FEE CALCULATION

1. **Program Pricing.** The fee calculation for this Schedule depends solely on the total enrollment figures for the Participating Grade(s) as indicated in the College Readiness Agreement Budget Schedule ('Budget Schedule') and Client's official National School Lunch Program (NSLP) percentage. If, during the term covered by this Schedule, College Board is furnishing other assessments to Client (under separate agreements), or if multiple grades are being tested under this Schedule, Client shall receive a greater discount as set forth on the Budget Schedule. The table below details the discounts available ('Suite Pricing' and 'Multi-Assessment Pricing'). For purposes of Suite pricing under this Schedule, the PSAT/NMSQT ('PN') and PSAT 10 ('P10') are considered one assessment.

National School Lunch Program (NSLP) Percentage	Suite Pricing: SAT School Day with PSAT 8/9, and PN and/or P10	Multi-Assessment Pricing: • SAT School Day with either PN or P10 or PSAT 8/9 • At least <u>two</u> grades testing for SAT School Day
≥0% and <50%	\$36.00	\$39.00
≥50% and <75%	\$33.00	\$38.00
≥75%	\$30.00	\$36.00

Client will be charged a fixed fee based on enrollment as noted above, regardless of how many students actually take the SAT. The enrollment and total cost indicated in the Budget Schedule are estimates; Client will be given an opportunity to adjust enrollment by the following deadlines:

Administration Date	Deadline to submit updated enrollment
October 13, 2021	October 29, 2021
October 28, 2021	
March 2, 2022	January 28, 2022
March 23, 2022	
April 13, 2022	March 4, 2022
April 26, 2022	

Client acknowledges and agrees that Participating Schools are directly responsible for the fees of students whose SAT answer sheets indicate that they are not in a participating cohort.

2. **Changes to Enrollment.** If Client determines, after signing this Agreement, that the enrollment figures provided herein are incorrect by more than 5% (higher or lower), Client must promptly provide College Board with the adjusted enrollment figures and identify how and where College Board may confirm this information. Client shall send the updated enrollment figures and an official enrollment report or references, on official letterhead, via email to [AssessmentsProgram@collegeboard.org](mailto:AssessmentsProgram@collegeboard.org) as noted above.

Notwithstanding the foregoing, after the administration of the assessment, College Board may request a verification of enrollment by Participating Grade from Client. If enrollment figures provided by Client based on such request, differ from those provided herein, College Board will adjust the total cost of the Schedule to account for either increases or decreases in enrollment. Additionally, in the event actual participation in a Participating Grade exceeds Client's enrollment figures indicated herein, Client shall remit payment to College Board for any additional students at the then-current rate per student as indicated on College Board's website currently located at <https://collegereadiness.collegeboard.org/sat/register/>.

3. **Restrictions.** There is no additional discount under this Schedule provided for Participants who are using fee reduction benefits.

4. **Unused Tests.** Participating Schools will not incur unused test fees.



## VI. CLIENT CONTACT INFORMATION

	Primary <sup>5</sup>	Data Recipient <sup>6</sup>	Billing <sup>7</sup>	Bulk Registration (optional) <sup>8</sup>
Name:	Ed Eldridge	Ed Eldridge	Jessica Sulli	Jennifer Ellerman
Title:	Director of Strategy & Innovation	Director of Strategy & Innovation	Contracts Specialist	Coordinator
Address:	5735 47th Ave	5735 47th Ave	5735 47th Avenue	5735 47th Ave
City/State/Zip:	Sacramento, CA 95824	Sacramento, CA 95824	Sacramento, CA 95824-4528	Sacramento, CA 95824-4528
Phone:	(916) 643-9420	(916) 643-9420	(916) 643-2464	(916) 643-9420
Email:	ed-eldridge@scusd.edu	ed-eldridge@scusd.edu	jessica-sulli@scusd.edu	jennifer-ellerman@scusd.edu

<sup>5</sup> This is the person to whom College Board should direct primary communications.

<sup>6</sup> This is the person to whom College Board should send the data/data access information for this Schedule, if different from the Primary Contact.

<sup>7</sup> This is the person to whom College Board should send the invoice for this Schedule, if different from the Primary Contact.

<sup>8</sup> This is the person to whom College Board should send the bulk registration information and access code for uploading the electronic file for processing.



### Budget Schedule

Product Name	Start Date	End Date	Quantity	Unit Price	Cost	Discount	Total Cost
SAT SD Fixed-Fee Without Essay - 11th Grade	July 1, 2021	June 30, 2022	3,070	\$55.00	\$168,850.00	\$76,750.00	\$92,100.00
PSAT 8/9 EPP Fixed-Fee - 8th Grade	July 1, 2021	June 30, 2022	3,114	\$14.00	\$43,596.00	\$15,570.00	\$28,026.00
PSAT 8/9 EPP Fixed-Fee - 9th Grade	July 1, 2021	June 30, 2022	3,289	\$14.00	\$46,046.00	\$16,445.00	\$29,601.00
PSAT/NMSQT EPP Fixed-Fee - 10th Grade	July 1, 2021	June 30, 2022	3,223	\$18.00	\$58,014.00	\$19,338.00	\$38,676.00

Subtotal: \$316,506.00

Total Discount: \$128,103.00

Total Cost: \$188,403.00

## **Addendum No. 1 to Technology Services Agreement for Education Code Section 49073.1 Compliance**

*Instructions: Please update all items highlighted below and delete these instructions prior to finalization of document.*

This Addendum No. 1 (“Addendum”) is entered into between Sacramento Unified School District (“LEA”) and College Board (“Service Provider”) on 7/1/2021 (“Effective Date”)

**WHEREAS**, the LEA and the Service Provider entered into an agreement titled College Readiness and Success Contract # CB-00029756 (“Technology Services Agreement”) from 7/1/2021 – 6/30/2022.

**WHEREAS**, pursuant to the Technology Services Agreement, the Service Provider agreed to provide the LEA the following services PSAT/NMSQT, PSAT 8/9 and SAT School Day Exam Administration (“Services”);

**WHEREAS**, the LEA is a California public entity subject to all state and federal laws governing education, including but not limited to California Assembly Bill 1584 (“AB 1584”, currently found in Education Code section 49073.1), the California Education Code, the Children’s Online Privacy and Protection Act (“COPPA”), and the Family Educational Rights and Privacy Act (“FERPA”);

**WHEREAS**, Education Code Section 49073.1 requires, in part, that any agreement entered into, renewed or amended after January 1, 2015 between a local education agency and a third-party service provider must include certain terms; and

**WHEREAS**, the LEA and the Service Provider desire to have the Technology Services Agreement and the services comply with Education Code Section 49073.1.;

**NOW, THEREFORE**, for good and valuable consideration, the Parties agree as follows:

1. Service Provider shall not use any information in a Pupil Record for any purpose other than those required or specifically permitted by the Technology Services Agreement, including Attachment A, attached hereto and incorporated herein by this reference, and the College Readiness and Success Contract # CB-00029756 (collectively the “Agreements”). For the purposes of this Addendum, a “Pupil Record” or Pupil Records” include any information directly related to a pupil that is maintained by the LEA or acquired directly from the pupil or LEA, either directly or through the use of instructional or other software or applications assigned to the pupil by a teacher or other LEA employees. Pupil Records does not include de-identified information (information that, on its own or in aggregate, cannot be used to identify an individual pupil) used by the third party (1) to improve educational products for adaptive learning purposes and for customized pupil learning; (2) to demonstrate the effectiveness of the operator’s

products in the marketing of those products; or (3) for the development and improvement of educational sites, services, or applications.

2. All Pupil Records obtained by Service Provider from LEA continue to be the property of and under control of the LEA. The LEA retains exclusive control over student and staff data, provided to the College Board, including determining who may access data and how it may be used for legitimate authorized purposes.
3. Service Provider shall provide a means by which its employees, when so authorized, can search and export Pupil Records through reasonable procedures such that the LEA can respond to a parent, legal guardian or eligible student who seeks to review personally identifiable information on the pupil's records or correct erroneous information. Service Provider shall provide procedures for the transfer of pupil-generated content to an account, format or medium designated by the LEA.
4. Service Provider may not distribute Pupil Records to any third party without LEA's or the individual's students express written consent or as permitted by the Agreements, unless required by law. Unless permitted by the Agreement, use of subcontractors and subcontractor access to Pupil Records must be approved in writing by the LEA. Service Provider will ensure that approved subcontractors adhere to all provisions of the Technical Services Agreement and this Addendum. Provider ensures that any subcontractor or subprocessor that it engages to process, store or access Pupil Records has adequate technical security and organizational measures in place to keep Pupil Records secure and to comply with the terms of the Technical Services Agreement and this Addendum.
5. Service Provider shall take actions to ensure the security and confidentiality of Pupil Records, including but not limited to designating and training responsible individuals on ensuring the security and confidentiality of Pupil Records.
  - 5.1. Service Provider shall maintain all data obtained or generated pursuant to the Agreement in a secure computer environment and not copy, reproduce or transmit data obtained pursuant to the Agreement except as necessary to fulfill the purpose of the original request. Service Provider shall warrant that security measures are in place to help protect against loss, misuse and alteration of the data under Service Provider's control. When the Service or data are accessed using a supported web browser, Secure Socket Layer ("SSL") or equivalent technology protects information, using both server authentication and data encryption to help ensure that data are safe, secure and available to only authorized users. Service Provider shall host content pursuant to the Service in a secure server environment that uses firewalls and other advanced technology to prevent interference or access from outside intruders. Where applicable, the Service will require unique account identifiers, usernames and passwords that must be entered each time a client or user signs on.

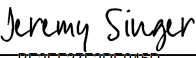
6. Notwithstanding section 6.1 below, Service Provider certifies that Pupil Records shall not be retained or available to the Service Provider or any such third party that the Service Provider has contracted with for the purpose of providing the Service following the completion of the terms of the Technology Services Agreement. Service Provider shall destroy or de-identify all Pupil Records obtained pursuant to the Technology Services Agreement when such Pupil Records are no longer required for the Service, or within a reasonable period of time. Nothing in this Addendum authorizes the Service Provider to maintain personally identifiable data beyond the time period reasonably needed to complete the disposal of Pupil Records following the Service.
  - 6.1. Service Provider may retain a specific pupil's records in the event that that pupil chooses to establish or maintain an account with the Service Provider for the purpose of storing pupil-generated content, either by retaining possession and control of their own pupil-generated content or by transferring pupil-generated content to a personal account.
7. Upon becoming aware of any unlawful or unauthorized access to Pupil Records stored on equipment used by Service Provider or in facilities used by Service Provider, Service Provider will take the following measures:
  - 7.1. Promptly notify the LEA of the suspected or actual incident upon confirmation of the incident;
  - 7.2. Promptly investigate the incident and provide LEA with detailed information regarding the incident, including the identity of affected Pupil Records and Users; and
  - 7.3. Assist the LEA in notifying affected users, affected parents, and legal guardians of the unauthorized access to Pupil Records and of commercially reasonable steps to mitigate the effects and to minimize any damage resulting from the incident. Service Provider shall be responsible for all costs associated with providing said notifications and the costs of commercially reasonable remedies in response to a data breach or unauthorized access to Pupil Records stored on equipment used by Service Provider or in facilities used by Service Provider. Service Provider shall have obtained a sufficient cyber-liability insurance policy that provides for a number of potential remedies, such as credit monitoring for affected parties, fraud coverage, crisis management communications coverage, business interruption coverage, and data restoration coverage, among others.
8. The terms and conditions of the Technology Services Agreement and any addenda are incorporated herein by reference. This Addendum and the College Readiness and Success Contract # CB-00029756 shall govern the treatment of student records in order to comply with the privacy protections, including those found in FERPA

and Education Code Section 49073.1. Notwithstanding the above statement, all other provisions of the Technology Services Agreement shall remain unaffected.

- 9. The term of this Addendum shall expire on the termination date stated in the Technology Services Agreement or in any addenda to such Technology Services Agreement, whichever controls.
- 10. Neither LEA nor Service Provider may modify or amend the terms of this Addendum without mutual written consent.

**IN WITNESS WHEREOF**, parties execute this Addendum on the dates set forth below.

\_\_\_\_\_  
SCUSD Representative

DocuSigned by:  
  
 BE2EF27F2DE045D...  
 [Service Provider Representative]

\_\_\_\_\_  
Chief Information Officer

\_\_\_\_\_  
President  
[Title]

\_\_\_\_\_  
[DATE]

\_\_\_\_\_  
06/11/2021  
[DATE]



**ATTACHMENT A**  
**(College Board Use of SAT Program Information and Data)**

**1. College Board's Use of Student Data**

College Board may collect, retain, use, and share student's personally identifiable information ("PII") for the purposes outlined below (1) when it has obtained the express, informed, written consent of the student, (if the student is of the age of majority), or the parent or legal guardian (if the student is a minor), when the student is being registered for a College Board assessment; or (2) if the student and/or parent/legal guardian otherwise forms a direct relationship with College Board.

College Board does not collect, use, or share PII beyond the purposes set forth as follows:

- a. Upon receiving the written consent of the student or student's parent or legal guardian as described above, College Board may collect information about students such as language background, courses taken, student search services, college major, parent's highest level of education, and questions to determine entry into scholarship programs. This information is used for College Board's Student Search Service and is not provided to a student's school or district in any form.
- b. Sharing with institutions of higher education or scholarship providers that are seeking students who meet specific criteria, only if College Board has obtained the prior, affirmative written consent of the student or the student's parent or legal guardian. To the extent such affirmative written consent has been legally obtained, College Board may use PII for this purpose regardless of whether the institutions of higher education or scholarship providers provide payment or other consideration to College Board. Data for students who expressly consent to the program are licensed to Higher Education institutions, but do not include social security numbers (SSN), actual test scores (searchable by bands only), disability status, or phone numbers. As part of the explanation of the collection, use and sharing of PII that is given as part of the written consent process, College Board provides information explaining how the PII will be licensed.
- c. Students Sending Scores to Colleges, Scholarship Organizations, or Other Institutions:
  - (i) College and University Electronic Score Reports and Paper Score Reports: Students can select to send their scores to colleges, when they register for the SAT exam, when they take the test, or after they receive their scores. Through 'score choice,' students can choose which scores to send. Students can also elect to send their scores to scholarship organizations or other registered groups at their choosing.
  - (ii) SAT Trend Reports: College and universities can see reports containing only de-identified data on trends of students who send scores to their schools.
- d. Providing Students Access and Opportunities to Services to Help them Achieve and Exceed Their Potential, consistent with all applicable laws.
  - (i) Access to Opportunity (A2O): College Board implements interventions designed to help students navigate the college planning, application and financial aid processes. A2O identifies students who are on-track or high achieving, combined with low-income tagging or fee waiver use, and provide them with resources, including college application fee waivers, designed to address barriers they may face in the path to college access.

(ii) Realize Your College Potential: Realize Your College Potential (RYCP) is part of ongoing research that sends packets of customized college information and college application fee waivers to high achieving, low-income, high school seniors.

(iii) State Scholarship Feeds/Data: State Higher Education Departments that offer scholarship to instate students can receive scores files for students meeting residency criteria.

(iv) National Scholarships, Awards and Recognition Opportunities (including Presidential Scholars and National Merit Scholars): National Merit Scholars receives Student Data to provide students with the opportunity to receive national recognition and scholarships. Eligible students are shared with the US Department of Education and National Hispanic Recognition Program for scholarship consideration.

(v) Enhancing and Customizing Student Practice: Students may opt-in to have their scores and key metadata shared with Khan Academy, so that their free SAT Preparation course can be tailored better to meet their needs.

e. Score Reporting to States, Schools and Districts:

(i) K12 Reporting Portal: An online, interactive portal for K12 institutions to view aggregate and student-level data for the students within their organizations, including administrations, graduating cohort years, and trends.

(ii) Integrated Summary Reporting: Aggregate Data reporting from across SAT<sup>®</sup>, PSAT Suite (PSAT<sup>™</sup> 8/9, PSAT<sup>™</sup> 10 and PSAT/NMSQT<sup>®</sup>).

(iii) Schools and districts can receive test-taking rosters, of their students through an online portal.

(iv) SAT Score Reporting to Students: Paper and online reports are delivered to students after each administration of the SAT.

(v) SAT Question and Answer Services: Students may purchase reports that detail their individual answers and questions for disclosed forms. For non-disclosed forms, students can receive answer summaries with question topics and difficulty levels.

h. Research

(i) College Board may use psychometric non-identifiable data obtained from student test-takers to ensure that tests are unbiased and created for students of all races, genders, and cultures.

2. **Clarifications on College Board's Use of Student Data:**

To the extent permitted by law, any contractual restrictions on College Board's use of a student's data does not:

*a.* Impede the ability of a student to download, export, or otherwise save or maintain his or her own PII or documents.

*b.* Prohibit College Board from marketing educational products directly to parents or legal guardians of students so long as College Board has obtained prior, informed affirmative written consent from the student's parent/legal guardian.

*c.* Prohibit maintenance, development, support, improvement, or troubleshooting of College Board's website, online service, online application, or mobile application.

*d.* Prohibit the response to a student's request for information or feedback related to any services provided under this Contract, provided College Board does not receive any payment or other consideration from a third party for the information or feedback.

**FIFTH AMENDMENT  
TO  
MASTER SERVICES AND LICENSE AGREEMENT**

This FIFTH AMENDMENT TO MASTER SERVICES AND LICENSE AGREEMENT (this "5<sup>th</sup> Amendment") dated July 1, 2021 between Accelerate Education Incorporated and Sacramento City USD.

**RECITALS**

Whereas, ACCELERATE and Customer entered into a Master Services and License Agreement effective as of August 15, 2016 ("Effective Date"); and Whereas, each of the parties now desire to amend the terms of that Agreement.

Now, therefore, the parties hereto hereby agree as follows.

**AGREEMENT**

**1. Amendments to the Agreement**

Exhibit B of the Agreement is hereby amended and restated to read in its entirety as follows:

**Exhibit B  
Pricing and Payment Schedule**

1500	Credit Recovery Seat with Instruction	User Seat License is one enrolled student with up to 4 Credit Recovery courses at any point in time within the year. Includes Content, Hosting, Support, and Instruction from CA Cert HQ Teachers. Bio/Chem/Physics included virtual labs.	\$179.90	\$269,850.00
<b>Additional Information</b>			<b>Subtotal</b>	\$269,850.00
<ul style="list-style-type: none"> <li>- Once a student completes or drops from a Seat, License is open for another student</li> <li>- Physical Materials not Included</li> <li>- IDEAL Learning Library if hosted by AE</li> <li>- CMS Edit for Full Time Seats if hosted by AE</li> <li>- School branded login page and logo within LMS included for Full Time Seats</li> </ul>			Tax	\$0.00
			<b>Total</b>	<b>\$269,850.00</b>

Detailed catalogs and course descriptions of the Licensed Materials listed on this quote can be accessed at [www.Accelerate.Education](http://www.Accelerate.Education) within the catalogs section of the web site.

**2. Miscellaneous**

(a) The headings contained in this Amendment are for reference purposes only and shall not affect in any way the meaning or interpretation of this Amendment.

(b) Except as expressly amended and modified by this Amendment, the Agreement shall continue in full force and effect and is hereby ratified and confirmed in all respects.

IN WITNESS WHEREOF, the parties hereto have entered into and signed this Amendment as of the date and year first above written.

**ACCELERATE EDUCATION INCORPORATED**

By \_\_\_\_\_  
Name: Michael Axtman  
Title: President/CEO  
Date:

**SACRAMENTO CITY USD**

By \_\_\_\_\_  
Name: Rose Ramos  
Title: Chief Business Officer  
Date:

**Master Services and License Agreement  
Between  
Sacramento City USD  
and  
Accelerate Education**

Sacramento City USD ("**Customer**") and Accelerate Education Incorporated, a Nevada corporation ("**Accelerate**") enter into this Master Services and License Agreement (the "**Agreement**") as of the 15<sup>th</sup> day of August, 2016.

**1) Products and Services**

Subject to the terms and conditions set forth in this Agreement, Accelerate agrees to provide the products and perform the services described in the attached Exhibits. Accelerate reserves the right, from time to time, to add, change or discontinue any of its products or services.

**2) Title to Licensed Materials**

Customer acknowledges and agrees that Accelerate shall retain all right, title and interest in and to the all products licensed to Customer hereunder, including without limitation all content, curriculum, delivery systems, documentation, including releases and code bases, which Accelerate may from time to time provide to Customer hereunder (the "**Licensed Materials**") and which Customer and Accelerate agree shall be added to Exhibit A. Nothing herein transfers or conveys to Customer any ownership right, title or interest in or to the Licensed Materials or to any copy thereof or any Accelerate Intellectual Property therein.

**"Accelerate Intellectual Property"** includes everything which Accelerate makes, conceives, develops, discovers, reduces to practice or fixes in a tangible medium of expression, alone or with others, pursuant to the terms of this Agreement, including without limitation any courses created by Accelerate, and all intellectual property that Accelerate has or will develop, including developments, concepts, ideas, procedures, and original works of authorship, including but not limited to interim work product, outlines, modifications and derivative works, and all similar matters, whether or not copyrightable, and also includes all records and expressions of those matters.

**3) Grant of License**

License Terms. Accelerate hereby grants Customer a non-transferable, non-exclusive, royalty-free license to access and use the Licensed Materials listed in Exhibit A during the term of this Agreement. All such access and use of the Licensed Materials shall be subject to the terms and conditions hereof.

Customer shall use its best efforts to prevent any improper use of the Licensed Materials or any violation of Accelerate's rights in the Accelerate Intellectual Property, and shall, under no circumstances, sell, lease, assign, sublicense or otherwise transfer the Licensed Materials except as provided herein. Customer shall not remove any proprietary, copyright, patent, trademark, design right, trade secret, or any other proprietary rights legends from the Licensed Materials. Customer agrees not to disassemble, decompile, translate into human readable form or into another computer language, reconstruct or decrypt, or reverse engineer, all or any part of the Licensed Materials. Further, Customer shall not write or develop any derivative works or computer programs based upon any part of the Licensed Materials.

**4) Term and Termination**

**Initial Term.** The initial term of this Agreement ("**Initial Term**") shall commence on the date of the Agreement and shall continue for a three (3) year period. At the end of the Initial Term, this Agreement will automatically renew for succeeding 12-month periods (each, a "**Renewal Term**") unless either party notifies the other at least thirty (30) days prior to the end of such relevant Initial Term or Renewal Term that it does not intend to renew.

Termination. Either party may terminate this Agreement on written notice if the other party materially breaches any term or condition of this Agreement and fails to cure such breach within ten (10) days in after the date of written notice to cure.

#### **5) Fees, Invoices; Late Fees; Interest**

Current pricing for the Licensed Materials is set forth in the Exhibit B attached hereto.

Accelerate shall invoice Customer for Licensed Materials in Exhibit A. Customer shall pay all invoices within thirty (30) days of the date of the invoice. In the event that any invoice for fees is not paid in full within 30 days of the invoice date, Customer shall pay an additional late payment fee equal to 2.0% of the unpaid amount, plus simple interest on the balance owing at the rate of 18% per annum beginning 60 days after the date of the invoice as well as any costs incurred by Accelerate in collecting the unpaid amount.

#### **6) Accelerate Representations and Warranties**

Delivery. Accelerate represents and warrants that (a) it has full power and authority to enter into, and to perform its obligations under, this Agreement; (b) it has all registrations, licenses and approvals necessary to conduct its business and to enter into and perform its obligations under this Agreement.

Functionality. Accelerate represents and warrants that it will use its best efforts to make the Licensed Materials function in a manner satisfactory to Customer and as outlined in this Agreement, and according to published documentation; however, the parties acknowledge that the technology employed has limitations beyond the control of Accelerate.

Intellectual Property. Accelerate represents and warrants that neither Accelerate, in connection with performing the Services, nor the Licensed Materials will knowingly infringe any patent, copyright, trademark or trade secret or other proprietary right of any person.

#### **7) Customer Warranties and Representations**

Customer represents and warrants that (a) it has full power and authority to enter into, and to perform its obligations under, this Agreement; (b) it has all registrations, licenses and approvals necessary to conduct its business and to enter into and perform its obligations under this Agreement. Customer will not knowingly infringe any patent, copyright, trademark or trade secret or other proprietary right of any person. Customer further represents and warrants that it shall have in force valid agreements with any of its employees, subcontractors or other third parties who may have access to the Licensed Materials sufficient to ensure such parties' compliance with the terms of this Agreement regarding the use and protection of the Licensed Materials and Accelerate Intellectual Property.

#### **8) Limited Liability**

ASIDE FROM THE WARRANTIES PROVIDED HEREIN, THE LICENSED MATERIALS ARE PROVIDED "AS IS," WITHOUT WARRANTY, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, QUALITY, PERFORMANCE OR FITNESS FOR A PARTICULAR PURPOSE. ACCELERATE'S MAXIMUM LIABILITY UNDER THIS AGREEMENT SHALL BE FOR DIRECT DAMAGES AND SHALL BE LIMITED TO THE REFUND OF ALL FEES PAID BY CUSTOMER UNDER THIS AGREEMENT. ACCELERATE WILL NOT BE LIABLE FOR ANY PROPERTY DAMAGE, PERSONAL INJURY, LOSS OF USE, INTERRUPTION OF BUSINESS, LOSS OF PROFITS, OR OTHER SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED, WHETHER FOR BREACH OF WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE.

#### **9) FERPA**

Accelerate warrants to Customer that it will not make available or distribute any student information in violation of the Family Educational Rights and Privacy Act ("The Buckley Amendment" or "FERPA").

#### **10) Confidentiality**

Each party agrees that during the existence of this Agreement and for two (2) years thereafter it will hold in strictest confidence, and will not use or disclose to any third party, any Confidential Information of the other party. The term "Confidential Information" shall mean all non-public information, whether business or technical in nature that the other party designates as being confidential, or which under the circumstances of disclosure ought to be treated as confidential. If any party has any questions as to what comprises Confidential Information of the other party, it agrees to consult with such other party prior to any disclosure. Confidential Information shall not include information that was known to the receiving party prior to disclosure, information that is independently developed by the receiving party who had no access to the other party's Confidential Information, or information that becomes publicly available through no fault of the receiving party. The restrictions on disclosure imposed by this Section shall not apply to information that is required by law or order of a court, administrative agency or other governmental body to be disclosed by the receiving party.

#### **11) Notice**

All notices, requests, demands and other communications under this Agreement shall be in writing and shall be effective upon receipt.

Notice to Customer. Unless hereinafter changed by written notice, any notice to Accelerate or Customer, other than invoices and notice with respect to invoices, shall be delivered or mailed to:

Sacramento City USD 5735 47th Avenue	Accelerate Education 3655 W Anthem Way Suite A-109237
Sacramento, CA 95824	Anthem, AZ 85086
Tel: (916) 643-7400	Tel: 866-705-5575
Fax:	Fax: 866-716-0880

#### **12) Force Majeure**

Neither party shall be considered to be in default as a result of its delay or failure to perform its obligations herein when such delay or failure arises out of causes beyond the reasonable control of the party.

#### **13) Indemnification**

Each party shall indemnify, defend, and hold the other harmless from and against any and all third party claims, liabilities, damages, losses, costs and expenses (including reasonable attorneys' fees) arising out of or relating to any breach or alleged breach of this Agreement by the indemnifying party. This is upon the condition that the party seeking indemnification shall give the other party prompt written notice of such suit and full right and opportunity to conduct the defense thereof, together with full information and all reasonable cooperation. No costs or expenses shall be incurred for the account of the other party without its written consent.

#### **14) Dispute Resolution & Mediation**

Except for any claims seeking injunctive relief, in the event of any dispute, claim or controversy arising out of or relating to this Agreement or the breach thereof (a "Dispute"), the parties shall first attempt to resolve the Dispute, without formal proceedings, through a telephone conference between Accelerate's CEO or other designated representative and Customer's CEO or other designated representative. If the parties are unable to resolve the Dispute within ten (10) business days of receipt of a written notice from the other that



details the Dispute, then upon notice by either party to the other, the Dispute shall be finally determined and settled by arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association ("AAA"). Unless otherwise agreed by the parties, the arbitration panel shall consist of one arbitrator chosen in accordance with the AAA. Any such arbitrator shall be knowledgeable in the subject area in which the Dispute arises. Each party shall be entitled to representation by counsel, to appear and present written and oral evidence and argument and to cross-examine witnesses presented by the other party. The arbitration award shall be in writing and the arbitrator shall provide written reasons for the award. The award of the arbitrator shall be final and binding on the parties hereto and may be enforced in any court of competent jurisdiction. The prevailing party in any action or proceeding to enforce its rights hereunder shall be entitled to recover reasonable attorneys' fees and other reasonable costs, including fees of the arbitrator and the AAA, incurred in the action or proceedings. This Agreement shall be governed by the laws of the State of Arizona. The parties agree that all facts and other information relating to any arbitration arising under this Agreement shall be kept confidential to the fullest extent permitted by law.

**15) Binding Effect**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and affiliates.

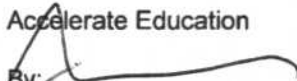
**16) Entire Agreement; Assignment**

This Agreement (including the Exhibits) sets forth the entire understanding of the parties with respect to the subject matter of this Agreement and supersedes any and all prior understandings and agreements, whether written or oral, between the parties with respect to such subject matter. Neither party may assign this Agreement, in whole or in part, without the other party's written consent; provided, however, that either party may assign this Agreement without such consent in connection with any merger, consolidation, any sale of all or substantially all of such party's assets.

**17) Severability**

If any provision of this Agreement shall be invalid or unenforceable in any respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Agreement shall not be in any way impaired; provided, however, that the parties will attempt to agree upon a valid and enforceable provision which shall be a reasonable substitute for each invalid provision or unenforceable provision in light of the tenor of this Agreement and, upon so agreeing, shall incorporate such substitute provision into this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day first above written.

Accelerate Education  
By:   
Michael Axtman, President/CEO

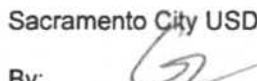
Sacramento City USD  
By:   
Printed Name: Gerardo Castillo  
Title: Chief Business Officer

Exhibit A  
Licensed Materials

## Credit Recovery Course Catalog

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### High School

#### MATH

Algebra 1 A&B  
Algebra 2 A&B  
Consumer Math A&B  
Integrated Math 1 A&B  
Integrated Math 2 A&B  
Geometry A&B  
Pre-Algebra A&B

#### LANGUAGE ARTS

Language Arts 9 A&B  
Language Arts 10 A&B  
Language Arts 11 A&B  
Language Arts 12 A&B

#### SOCIAL STUDIES

American Government  
American History A&B  
Civics  
Economics  
World Geography and Cultures A&B  
World History A&B

#### SCIENCE

Biology A&B  
Chemistry A&B  
Earth Science A&B  
Physical Science A&B  
Physics A&B

#### WORLD LANGUAGES

Spanish 1 A&B  
Spanish 2 A&B  
Spanish 3 A&B  
French 1 A&B  
French 2 A&B

#### HEALTH & P.E.

Health A&B  
Physical Education

#### ELECTIVES

Art Appreciation  
Character Education  
Child Development  
Entomology (Jan 2017)  
Marine Science  
Music Appreciation  
Paleontology  
Psychology  
Relationships (Jan 2017)  
Renewable Energy  
Theater Studies  
Seven Habits for Success  
Sociology A&B  
Space Exploration  
World Religions

#### CAREER ELECTIVES

Computer Basics  
Hospitality and Tourism  
Media & Communication  
Medicine  
Retailing

# Original Credit Course Catalog

## High School

### MATH

Algebra 1 A&B  
Algebra 2 A&B  
Consumer Math A&B  
Geometry A&B  
Honors Algebra 1 A&B  
Honors Algebra 2 A&B  
Honors Geometry A&B  
Integrated Math 1 A&B  
Integrated Math 2 A&B  
Integrated Math 3 A&B  
Pre-Algebra A&B  
Pre-Calculus  
Trigonometry

### LANGUAGE ARTS

Creative Writing  
Language Arts 9 A&B  
Language Arts 10 A&B  
Language Arts 11 A&B  
Language Arts 12 A&B  
Honors Language Arts 9 A&B  
Honors Language Arts 10 A&B  
Honors Language Arts 11 A&B  
Honors Language Arts 12 A&B  
English Language Development A&B  
Reading Skills  
Speech

### SOCIAL STUDIES

American Government  
American History A&B  
Anthropology  
Civics  
Economics  
Honors American Government  
Honors American History A&B  
Honors Economics  
Honors World History A&B  
World Geography and Cultures A&B  
World History A&B

### SCIENCE

Anatomy and Physiology  
Biology A&B  
Botany and Zoology  
Chemistry A&B  
Earth Science A&B  
Entomology (1/2017)  
Environmental Science  
Honors Biology A&B  
Honors Chemistry A&B  
Honors Physics A&B  
Marine Science  
Paleontology  
Physical Science A&B  
Physics A&B  
Renewable Energy  
Space Exploration

### WORLD LANGUAGES

Spanish 1 A&B  
Spanish 2 A&B  
Spanish 3 A&B  
French 1 A&B  
French 2 A&B  
Chinese 1 A&B  
Chinese 2 A&B

### HEALTH & P.E.

Alcohol, Tobacco and other  
Drugs (1/2017)  
Health A&B  
Individual and Team Sports  
(1/2017)  
Physical Education A&B

### ELECTIVES

Advanced Drawing (1/2017)  
Calligraphy (1/2017)  
Art Appreciation  
Basic Drawing  
Beginning Painting (1/2017)  
Career Planning  
Character Education  
Child Development  
Graphic Design  
Life Management Skills  
Music Appreciation  
Psychology  
Relationships (1/2017)  
Research  
Seven Habits  
Sociology A&B  
Study Skills and Strategies  
Theater Studies  
World Religions

### CAREER ELECTIVES

Basic Web Design  
Business Communication  
Computer Basics  
Digital Arts  
Essentials of Business  
Financial Literacy  
Hospitality and Tourism  
JavaScript  
Law and Ethics  
Media and Communication  
Medicine  
Retailing  
Work Environment

### ADVANCED PLACEMENT

AP Calculus AB A&B  
AP Calculus BC A&B  
AP English Literature and Composition A&B  
AP Physics 1, 2 A&B  
AP Physics C A&B

**Exhibit B  
Pricing and Payment Schedule**

**Credit Recovery Online Courses**

***Annual User Seat Subscription Fees***

Grades 9-12	Curriculum/Hosting/Instructional Support
<b>Block of 10 User Seats</b>	<b>\$1850</b>

- Seats include any Course, Hosting, Support and CA HQ Instruction in the Credit Recovery catalog in Exhibit A.
- Seats also include enrollment in a Course, Hosting and Support (no Instruction) in an Original Credit Catalog in Exhibit A.
- Students can be enrolled in up 4 Semester courses at once.
- When a student is enrolled in a course the seat is occupied. When they complete or drop, the seat is open again for another student.
- Physical Materials not Included
- IDEAL Learning Library is included
- Mentor Training is required

**High School Online Courses**

***User License Fees***

Grades 9-12	Individual Course
Accelerate Online Academy Content, Hosting, Support and Instruction	285
Instruction for Annual User Seat	155

- Individual Course Fees are Per Student / Per Semester / Per Course
- Physical Materials not Included
- IDEAL Learning Library is included

**Training**

Online Admin/Mentor Training	1 Day Onsite	\$2,500
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- Includes Expenses

**Online Course License and Training Purchase**

<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Line Total</b>
<b>1</b>	<b>Onsite Admin/Mentor Training for as many staff members as needed</b>	<b>\$2,500</b>	<b>\$2,500</b>
<b>30</b>	<b>Block of 10 Annual Credit Recovery Seats</b>	<b>\$1,850</b>	<b>\$55,500</b>
<b>300</b>	<b>Instruction Fee for a 1 semester course to one student in an Original Credit Course</b>	<b>\$155</b>	<b>\$46,500</b>
<b>50</b>	<b>Single Semester Enrollments into the Accelerate Online Academy</b>	<b>\$285</b>	<b>\$14,250</b>
		<b>Total</b>	<b>\$118,750</b>

**Payment Terms Net 30 from Invoice Date**

**Exhibit C to  
Master Services and License Agreement between  
Customer and Accelerate Education**

This Exhibit is part of the Agreement between Customer and Accelerate with respect to additional responsibilities as provided herein. Except as otherwise defined in this Exhibit, all capitalized terms shall have the meanings given to them in the Agreement.

Customer shall ensure that all authorized users of the fitness courses licensed to Customer by Accelerate ("Fitness Courses") agree in writing to be bound by and to comply with the consent and release terms of use ("Terms of Use") set forth below, and the code of conduct ("Code of Conduct") set forth below, if any. If an authorized user is a minor, Customer shall require that the Terms of Use and Code of Conduct (if any) be executed by the parent or other legal guardian of each such minor, granting the parent's permission for such minor to access and use the Fitness Courses, acknowledging the risks of participation in the Fitness Courses and releasing Accelerate and its licensors from all liability related to such participation. Customer shall provide Accelerate with a copy of each and all of the signed consents. The Terms of Use shall be worded in substantially the same manner as provided below.

Terms of Use

The following waiver must be signed by any authorized user over the age of 18 or by the parents of any authorized users who are under the age of 18.

1. I understand that my participation, or the participation of my child (if applicable), in Fitness Courses involves risks of serious injury or death, and for myself, and for my heirs, legal representatives, and successors in interest, I fully assume all of the risks of such participation, including, but not limited to, the following: dangers arising from equipment failure and inadequate safety equipment, health risks of extreme or rigorous physical activity, pre-existing medical conditions, and risks arising from the negligence of Accelerate Education Inc., its licensors and their respective principals, instructors, employees, and heirs (the "Releasees"). Further, for myself, and for my heirs, legal representatives, and successors in interest, I hereby release the Releasees, and agree to defend, indemnify and hold the harmless the Releasees, from and against any and all claims, losses, damages, costs, liabilities and expenses of whatever kind or character, on account of any actual or alleged loss, injury or damage (including, but not limited to, any loss, injury or damage arising from the Releasee's own negligence) to any person or to any property arising out of or in connection with my participation in the Fitness Courses.
2. Accelerate Education Inc. grants you, the participant in the Fitness Courses, the right to use the Fitness Courses solely as necessary for the purpose of participating in such Fitness Courses through your educational institution. Your participation in such Fitness Courses is made possible only by license agreement between Accelerate Education Inc. and your educational institution. You are not acquiring any right, title or interest of any nature whatsoever in the Fitness Courses, or any part thereof, or any logo or trade name by your participation in such Fitness Courses. Further, you hereby agree that you will not use or copy any part of the Fitness Courses for any reason whatsoever, except as necessary to participate in such Fitness Courses through your educational institution. All Fitness Courses are protected by copyright and other laws.

Signed: \_\_\_\_\_

Gerardo Castillo  
Chief Business Officer

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

Date: 6/28/16

IN WITNESS WHEREOF, the parties have executed this Exhibit to be effective as of the effective date of the Agreement.

Accelerate Education

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

Title: P. J. A. / CEO

Customer

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

Title: Gerardo Castillo, Chief Business Officer



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1b

**Meeting Date:** August 5, 2021

**Subject:** Approve Personnel Transactions

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

**Division:** Human Resources Services

**Recommendation:** Approve Personnel Transactions

**Background/Rationale:** N/A

**Financial Considerations:** N/A

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

**Documents Attached:**

1. Certificated Personnel Transactions Dated August 5, 2021
2. Classified Personnel Transactions Dated August 5, 2021

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Cancy McArn, Chief Human Resources Officer <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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**Attachment 1: CERTIFICATED 8/5/2021**

<b>NameLast</b>	<b>NameFirst</b>	<b>JobPerm</b>	<b>JobClass</b>	<b>PrimeSite</b>	<b>BegDate</b>	<b>EndDate</b>	<b>Comment</b>
<b>EMPLOY/ REEMPLOY</b>							
AGUILERA	FRANCISCO	C	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
BARNETT	MAUREEN	Q	Teacher, Middle School	SUTTER MIDDLE SCHOOL	7/1/2021	6/30/2022	EXT PERM LTA 7/1/21
BILLERBECK	SETH	O	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	8/30/2021	6/30/2022	EMPLOY PROB 8/30/21
BILLINGS	MARY	C	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
BREWER	JENNIFER	C	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	EMPLOY PROB 7/1/21
BRINKLEY	SHANNON	C	Teacher, K-8	ROSA PARKS MIDDLE SCHOOL	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
BUMP	KIM	Q	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	EXT LTA 7/1/21-6/30/22
CAMPBELL	DIANA	C	Librarian, Middle School	ROSA PARKS MIDDLE SCHOOL	7/1/2021	6/30/2022	EMPLOY PROB 7/1/21
CAMPBELL	DIANA	C	Librarian, Middle School	SAM BRANNAN MIDDLE SCHOOL	7/1/2021	6/30/2022	EMPLOY PROB 7/1/21
CASTEEL	AMANDA	C	Teacher, Elementary	CALEB GREENWOOD ELEMENTARY	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
COTTON JR	JERRY	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PERM LTA 7/1/21
DAUENHAUER	JASON	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PERM LTA 7/1/21
DAVIS	KENNETH	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PERM LTA 7/1/21
DAVIS JR	SAMUEL	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT LTA 7/1/21-6/30/22
DOAN	HONG-AN	B	Teacher, K-8	JOHN H. STILL - K-8	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
GONZALEZ	ROSA	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT LTA 7/1/21-6/30/22
GREENE	ROBERT	R	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT LTA 7/1/21-6/30/22
HUYNH	TRACY	O	Teacher, Elementary	WASHINGTON ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
INDRELAND	DAVID	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PROB LTA 7/1/21-6/30/22
KOMAROVA	IRINA	B	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	8/30/2021	6/30/2022	EMPLOY PROB 8/30/21
MATTSON	ALYSSA	O	Teacher, Elementary	JOHN D SLOAT BASIC ELEMENTARY	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
MC PHERSON	TODD	R	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PROB LTA 7/1/21-6/30/22
MORGAN	JAMES	Q	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	6/30/2022	EXT PROB LTA 7/1/21-6/30/22
ROBINSON	DAWN	C	Teacher, Elementary	O. W. ERLEWINE ELEMENTARY	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
SAWUSCH	KIMBERLY	C	Teacher, Elementary	CROCKER/RIVERSIDE ELEMENTARY	7/1/2021	6/30/2022	REEMPL 24MO RR 7/1/21
SPINKA	DANIEL	B	Coord II, Linked Learning	ACADEMIC ACHIEVEMENT	6/8/2021	6/30/2022	EMPLOY PROB 6/8/21
WALTER	LAURA	Q	Teacher, Resource	LEONARDO da VINCI ELEMENTARY	7/1/2021	6/30/2022	EXT PROB LTA 7/1/21-6/30/22
<b>LEAVES</b>							
ALESSANDRI-PFEIFER	ALLEGRA	A	Prncpl, New Innovative Sm HS	GEO WASHINGTON CARVER	6/1/2021	6/20/2021	LOA RESC (UNPD) FMLA/CFRA 6/1-20/21
ALESSANDRI-PFEIFER	ALLEGRA	A	Prncpl, New Innovative Sm HS	GEO WASHINGTON CARVER	6/21/2021	6/30/2021	LOA RTN (UNPD) FMLA/CFRA 6/21/21
BULL	TARA	A	Teacher, Spec Ed	HOLLYWOOD PARK ELEMENTARY	7/1/2021	7/18/2021	LOA EXT (PD) 7/1-18/21
BULL	TARA	A	Teacher, Spec Ed	HOLLYWOOD PARK ELEMENTARY	7/19/2021	6/30/2022	LOA RTN (PD) 7/19/21
CHEETHAM	KATHERINE	A	Teacher, Elementary	NICHOLAS ELEMENTARY SCHOOL	7/1/2021	12/1/2021	LOA (PD) FMLA/CFRA 7/1/21-12/1/21
JONES	FRANCHINE	A	Teacher, Parent/Preschool Ed	CHILD DEVELOPMENT PROGRAMS	6/1/2021	6/30/2021	LOA EXT (PD) 6/1/21-6/30/21
KERR	JAMIE	B	Teacher, Middle School	CALIFORNIA MIDDLE SCHOOL	6/8/2021	6/30/2021	LOA (PD) FMLA/CFRA 6/8/21-6/30/21
LARIZ	VERONICA	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	4/19/2021	6/14/2021	AMEND LOA (PD) 4/19-6/14/21
LARIZ	VERONICA	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	6/15/2021	6/30/2021	LOA (PD) FMLA/CFRA 6/15-6/30/21
LARIZ	VERONICA	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	LOA RTN (PD) FMLA/CFRA 7/1/21
LO	ANGELA	A	Teacher, High School	WEST CAMPUS	6/19/2021	6/30/2021	LOA RTN (PD) 6/19/21
RAPTAKIS	STEPHANIE	A	Teacher, Elementary	DAVID LUBIN ELEMENTARY SCHOOL	6/19/2021	6/30/2021	LOA RTN (PD) FMLA/CFRA 6/19/21
SCHACHT	ASHLEE	R	Teacher, Resource	ABRAHAM LINCOLN ELEMENTARY	7/1/2021	6/30/2022	LOA RTN (UNPD) 7/1/21
TAKIMOTO	RACHEL	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	4/17/2021	6/9/2021	LOA (PD) PDL/HE 4/17/21-6/9/21
TAKIMOTO	RACHEL	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	6/10/2021	6/30/2021	LOA RTN (PD) 6/10/21
THOMPSON	BRITTANY	A	Teacher, Elementary	ISADOR COHEN ELEMENTARY SCHOOL	6/15/2021	6/30/2021	LOA (PD) FMLA/CFRA 6/15-6/30/21
THOMPSON	BRITNEY	B	Teacher, K-8	MARTIN L. KING JR ELEMENTARY	6/22/2021	6/30/2021	LOA RTN (PD) 6/22/21
VANG	BAO	A	Teacher, Elementary	ELDER CREEK ELEMENTARY SCHOOL	7/1/2021	7/5/2021	LOA EXT (PD) 7/1-7/5/21
VANG	BAO	A	Teacher, Elementary	ELDER CREEK ELEMENTARY SCHOOL	7/6/2021	6/30/2022	LOA RTN (PD) PDL/HE 7/6/21
VUE	CHOU	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2021	6/30/2022	LOA RTN (PD) FMLA/CFRA 7/1/21

**RE-ASSIGN/STATUS CHANGE**

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
BROWN	HADI	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
BUMP	KIM	Q	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
CHEN	WENDY	A	Teacher, High School	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
DAVIDS	JODI	A	Teacher, Resource, Elementary	JOHN H. STILL - K-8	7/1/2020	REA 7/1/21	REA 7/1/21
FELICIANO	ALICE	A	Teacher, Elementary	CAMELLIA BASIC ELEMENTARY	7/1/2021	6/30/2022	REA 7/1/21
FERLAZZO	LAWRENCE	Q	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
HA	AUTUMN	A	Teacher, Resource, Special Ed.	PACIFIC ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
HETZLER	JASON	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
KUNISAKI	JESSICA	A	Counselor, Middle School	SUTTER MIDDLE SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
LEE	STEPHANIE	A	Teacher, Elementary	PACIFIC ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
LICHTENHAN	TABITHA	A	Teacher, Elementary	PACIFIC ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
MANNING	CHRISTOPHER	C	Teacher, High School	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
MAZE	ROCHELLE	A	Teacher, Elementary	WASHINGTON ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
MIURA-GLEN	CATHERINE	A	Teacher, Elementary	HOLLYWOOD PARK ELEMENTARY	7/1/2021	6/30/2022	REA 7/1/21
NELSON	INGRID	A	Teacher, Elementary	JOHN D SLOAT BASIC ELEMENTARY	7/1/2021	6/30/2022	REA 7/1/21
OLSON	CAMERON	C	Teacher, Spec Ed	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
RODRIGUEZ	MARIE	A	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
ROY	DIANA	C	Teacher, Resource, Special Ed.	ABRAHAM LINCOLN ELEMENTARY	6/2/2021	6/30/2021	STCHG 7/1/21
SCHACHT	ASHLEE	R	Teacher, Resource	ABRAHAM LINCOLN ELEMENTARY	7/1/2021	6/30/2022	STCHG 7/1/21
STADNIK	SANDRA	A	Teacher, Elementary	SEQUOIA ELEMENTARY SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
SYNHORST	KARA	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
VANG	BAO	A	Teacher, Elementary	ELDER CREEK ELEMENTARY SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
WOLFE	ROXANNE	A	Teacher, Elementary	GOLDEN EMPIRE ELEMENTARY	7/1/2021	6/30/2022	REA 7/1/21
<b>SEPARATE / RESIGN / RETIRE</b>							
ALESSANDRI-PFEIFER	ALLEGRA	A	Prncpl, New Innovative Sm HS	GEO WASHINGTON CARVER	7/1/2021	7/23/2021	SEP/RESIGN 7/23/21
BANKS	EDDIE	C	Teacher, High School	NEW TECH	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
BELL	GENESIS	A	Teacher, Elementary	NEW JOSEPH BONNHEIM	7/1/2021	7/30/2021	SEP/RESIGN 7/30/21
BENNETT	JOSHUA	B	Teacher, High School, Contin.	AMERICAN LEGION HIGH SCHOOL	9/1/2020	6/18/2021	SEP/RESIGN 6/18/21
CARDOZA	MAURO	B	Teacher, High School	CAREER & TECHNICAL PREPARATION	7/1/2021	7/12/2021	SEP/RESIGN 7/12/21
CHAPA	SANTIAGO	B	Principal, Middle School	KIT CARSON INTL ACADEMY	7/1/2020	6/29/2021	SEP/RESIGN 6/29/21
COLBERT III	JAMES	C	Teacher, Spec Ed	C. K. McCLATCHY HIGH SCHOOL	8/1/2020	6/30/2021	SEP/TERM 6/30/21
DOUGLAS	JILL	A	Teacher, Middle School	ALBERT EINSTEIN MIDDLE SCHOOL	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
ENGSTROM	KARINA	B	Teacher, High School	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	7/31/2021	SEP/RESIGN 7/31/21
FABILA	PATRICIA	B	Teacher, Resource, Special Ed.	LUTHER BURBANK HIGH SCHOOL	9/1/2020	6/30/2021	SEP/TERM 6/30/21
FONTES	NICOLE	A	Teacher, Spec Ed	PARKWAY ELEMENTARY SCHOOL	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
FOTOS	MARIA	C	Teacher, Spec Ed	ISADOR COHEN ELEMENTARY SCHOOL	7/1/2021	8/9/2021	SEP/RESIGN 8/9/21
FUGINA	SARA	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
GLEASON	ANITA	A	Teacher, Spec Ed	O. W. ERLEWINE ELEMENTARY	7/1/2021	7/21/2021	SEP/RESIGN 7/21/21
GODNICK	RICHARD	B	Assistant Principal, High Sch	LUTHER BURBANK HIGH SCHOOL	7/1/2020	6/29/2021	SEP/RESIGN 6/29/21
GOODWIN	MICHELLE	A	Teacher, Elementary	CROCKER/RIVERSIDE ELEMENTARY	7/1/2021	7/31/2021	SEP/RESIGN 7/31/21
HART	PETER-SEAN	B	Teacher, Spec Ed	FERN BACHON MIDDLE SCHOOL	7/1/2020	6/30/2021	SEP/TERM 6/30/21
HSU	FRANKLIN	C	Teacher, High School	NEW TECH	7/1/2020	6/30/2021	SEP/TERM 6/30/21
JOHNSON	FAITH	A	Teacher, Elementary	EDWARD KEMBLE ELEMENTARY	7/1/2020	6/18/2021	SEP/RETIRE 6/18/21
LAW-MARIN	JULIE	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
LE	THU	A	Principal, Elementary School	ELDER CREEK ELEMENTARY SCHOOL	7/1/2020	6/29/2021	SEP/RESIGN 6/29/21
LEW	RUTH	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
MARTIN	TIFFANY	B	Teacher, High School	ENGINEERING AND SCIENCES HS	2/24/2021	6/18/2021	SEP/RESIGN 6/18/21
MCCORD	WALLACE	B	Principal, Elementary School	CROCKER/RIVERSIDE ELEMENTARY	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
MYHRA	MORGAN	B	Teacher, Spec Ed	JOHN H. STILL - K-8	9/1/2020	6/18/2021	SEP/RESIGN 6/18/21
NACKLEY	JAMES	O	Teacher, Spec Ed	LUTHER BURBANK HIGH SCHOOL	7/1/2020	6/30/2021	SEP/TERM 6/30/21
NANN	LAURA	A	Teacher, K-8	GENEVIEVE DIDION ELEMENTARY	9/1/2020	6/19/2021	SEP/RETIRE 6/19/21
NEWELL-BUSSE	TERESA	A	School Nurse	HEALTH SERVICES	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
NOEL	KIRSTEN	A	Teacher, Elementary	CALEB GREENWOOD ELEMENTARY	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
NORMAN	NEIL	A	Counselor, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2020	6/30/2021	SEP/RETIRE 6/30/21
PENA	ANDREW	A	Teacher, High School	ENGINEERING AND SCIENCES HS	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
QUIGLEY	STEPHANIE	A	Teacher, Spec Ed	SPECIAL EDUCATION DEPARTMENT	7/1/2021	7/23/2021	SEP/RESIGN 7/23/21
SEEMAN	DIANA	A	School Psychologist	SPECIAL EDUCATION DEPARTMENT	7/1/2020	6/28/2021	SEP/RETIRE 6/28/21
TOMLIN	ELLA	O	Teacher, Resource, Special Ed.	SUTTERVILLE ELEMENTARY SCHOOL	7/1/2021	7/23/2021	SEP/RESIGN 7/23/21
TONG	ANITA	A	Teacher, Elementary	WASHINGTON ELEMENTARY SCHOOL	7/1/2020	6/30/2021	SEP/RESIGN 6/30/21
VALENCIA	LEILA	O	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	2/22/2021	6/30/2021	SEP/RESIGN 6/30/21
WARDLAW	CAROLYN	A	Teacher, Elementary Spec Subj	THEODORE JUDAH ELEMENTARY	7/1/2021	8/1/2021	SEP/RETIRE 8/1/21

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
WATSON	DUSTIN	0	Teacher, High School	NEW TECH	1/11/2021	6/30/2021	SEP/TERM 6/30/21
WHALEN	ANDREA	A	Teacher, K-8	JOHN H. STILL - K-8	7/1/2020	6/18/2021	SEP/RESIGN 6/18/21
WHITFORD	JORDAN	A	Teacher, Spec Ed	WASHINGTON ELEMENTARY SCHOOL	2/1/2021	6/30/2021	SEP/RESIGN 6/30/21
ZAMUDIO	LEONARDO	A	Teacher, Elementary	EDWARD KEMBLE ELEMENTARY	7/1/2020	6/25/2021	SEP/RESIGN 6/25/21
<b>TRANSFER</b>							
AVELAR	ANGELA	A	Counselor, High School	WEST CAMPUS	7/1/2021	6/30/2022	TR 7/1/21
BRAUN	APRIL	A	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
CALDWELL	CHASE	C	Teacher, High School	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
CARIAGA	GLADYS	A	Teacher, Spec Ed	JOHN H. STILL - K-8	7/1/2021	6/30/2022	TR 7/1/21
CLIFTON	RHIANNA	A	Counselor, Middle School	SUTTER MIDDLE SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
COLLINS	CLIFFORD	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
CORDIMA	NATLY	A	Teacher, K-8	GENEVIEVE DIDION ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
COSTANZO	NICOLE	A	Teacher, High School	C. K. McCLATCHY HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
CROCKER	THOMAS	A	Teacher, Elementary Spec Subj	SEQUOIA ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
DUNCAN	ANGELA	A	Teacher, Elementary Spec Subj	TAHOE ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
DWYER	BRYAN	A	Teacher, Elementary Spec Subj	WILLIAM LAND ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
FERRAZ	LUIZ-FELIPE	A	Teacher, K-8	ALICE BIRNEY WALDORF - K-8	7/1/2021	6/30/2022	TR 7/1/21
FONG	PAMELA	A	Teacher, K-8	GENEVIEVE DIDION ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
HUYNH	LINDA	A	Teacher, Resource, Special Ed.	MATSUYAMA ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
JOHNSON	ELISABETH	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
KADRIE	AMBER	A	Counselor, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
MASHININI-NIGL	SIPHIWE	A	Teacher, Elementary	A. M. WINN - K-8	7/1/2021	6/30/2022	TR 7/1/21
MEARNS	KRISTIN	A	Teacher, Spec Ed	PETER BURNETT ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
MONTGOMERY	HEIDI	A	Teacher, Spec Ed	ETHEL I. BAKER ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
MOUA-YANG	MAI	A	Counselor, Middle School	WILL C. WOOD MIDDLE SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
MUCHOWSKI	JENNIFER	A	Teacher, Resource, Special Ed.	HOLLYWOOD PARK ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
NELSON	CORTNIE	A	Teacher, Elementary	PONY EXPRESS ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
NOSSARDI	KENNETH	A	Teacher, Elementary Spec Subj	JAMES W MARSHALL ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
NOUCHI	NADINE	A	Teacher, Elementary Spec Subj	THEODORE JUDAH ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
REILLY	PATRICK	A	Teacher, High School	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
RULE	MICHAEL	A	Teacher, Elementary	BRET HARTE ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
SIMMONS	VALERIE	0	Teacher, Resource, Special Ed.	ELDER CREEK ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
SIMMONS	VALERIE	0	Teacher, Resource, Special Ed.	JOHN H. STILL - K-8	7/1/2021	6/30/2022	TR 7/1/21
SMITH	JENEVA	A	Teacher, Elementary	GOLDEN EMPIRE ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
STEWART	CINDEE	A	Teacher, Elementary Spec Subj	BOWLING GREEN ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
STINSON	LISA	A	Teacher, Elementary	HOLLYWOOD PARK ELEMENTARY	7/1/2021	6/30/2022	TR 7/1/21
THAO	DIONE	A	Teacher, Middle School	MULTILINGUAL EDUCATION DEPT.	7/1/2021	6/30/2022	TR 7/1/21
THIBODEAU	TODD	A	Teacher, Elementary	NEW JOSEPH BONNHHEIM	7/1/2021	6/30/2022	TR 7/1/21
TRAM	JENNY	A	Teacher, Spec Ed	NICHOLAS ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
TURNER	VALERIE	0	Teacher, Spec Ed	CALIFORNIA MIDDLE SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
URIBES	GRACIELA	A	Teacher, Elementary	PACIFIC ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
VIVAS RODRIGUEZ	SANTIAGO	C	Teacher, Resource, Special Ed.	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
WEST-NAWROCKI	CARLENA	A	Teacher, High School	CAPITAL CITY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
XIONG	ZOUA	A	Teacher, Elementary	PACIFIC ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21

**Attachment 2: CLASSIFIED 8/5/2021**

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
<b>EMPLOY/ REEMPLOY</b>							
CHIPMAN	RAYMOND	A	Morning Duty	PETER BURNETT ELEMENTARY	6/10/2021	6/30/2021	EMPLOY PROB 6/10/21
CRUZ-ROLISON	DEAVENNIE LEA	B	Bus Driver	TRANSPORTATION SERVICES	5/1/2021	6/30/2021	EMPLOY PROB 5/1/21
FREAS	BEATRIZ	B	Morning Duty	PARKWAY ELEMENTARY SCHOOL	5/28/2021	6/30/2021	EMPLOY PROB 5/28/21
HARTIGAN	LEATHA	B	Fiscal Services Tech I	ACCOUNTING SERVICES DEPARTMENT	6/28/2021	6/30/2021	EMPLOY PROB 6/28/21
HERNANDEZ JR	JOSE	B	Custodian	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	REEMPLOY 39MO RR 7/1/21
HO	YAN	B	Custodian	HIRAM W. JOHNSON HIGH SCHOOL	7/26/2021	6/30/2022	EMPLOY PROB 7/26/21
LOSE	DAVID	B	Supvr I, Food Services-Area	NUTRITION SERVICES DEPARTMENT	7/1/2021	6/30/2022	EMPLOY PROB 7/1/21
MEDINA	CAROLINA	A	Teacher Assistant, Bilingual	ETHEL I. BAKER ELEMENTARY	7/1/2021	6/30/2022	REEMPLOY 39MO RR 7/1/21
RAMIREZ FOURKILLER	STEPHEN	A	Noon Duty	CAROLINE WENZEL ELEMENTARY	7/1/2021	6/30/2022	REEMPL FR 39MO RR 7/1/21
SMITH	JENCI	B	School Office Manager I	CALEB GREENWOOD ELEMENTARY	8/9/2021	6/30/2022	EMPLOY PROB 8/9/21
TANG	APRIL	B	Noon Duty	MATSUYAMA ELEMENTARY SCHOOL	9/2/2021	6/30/2022	EMPLOY PROB 9/2/21
TARLETON	NATASHA	B	Youth Services Pgm Associate	YOUTH DEVELOPMENT	7/1/2021	6/30/2022	EMPLOY PROB 7/15/21
VANG	LENG	B	Youth Services Pgm Associate	YOUTH DEVELOPMENT	7/1/2021	6/30/2022	EMPLOY PROB 7/1/21
FARIAS	JESUS	Q	School Plant Ops Mngr I	CAL. MONTESSORI PROJECT CAPITO	7/1/2021	6/30/2022	PERM EXT LTA 7/1/21-6/30/22
LOPEZ	MAXINE	Q	School Plant Ops Mngr I	LANGUAGE ACADEMY	7/1/2021	6/30/2022	PERM EXT LTA 7/1/21-6/30/22
MARETTI	BRYAN	Q	Custodian	CAL. MONTESSORI PROJECT CAPITO	7/1/2021	6/30/2022	PERM EXT LTA 7/1/21-6/30/22
ZHANG	JINGZHI	Q	Custodian	CAPITOL COLLEGIATE ACADEMY	7/1/2021	6/30/2022	PERM EXT LTA 7/1/21-6/30/22
NIEVES	ANA	R	Clerk III	FOSTER YOUTH SERVICES PROGRAM	7/1/2021	8/31/2021	PERM EXT LTA 7/1/21-6/30/22
<b>LEAVES</b>							
ANDERSON	SHERRA	B	Fd Sv Asst III	NUTRITION SERVICES DEPARTMENT	6/25/2021	6/30/2021	LOA RTN 6/25/21
AYALA	CYNTHIA	A	School Office Manager I	BRET HARTE ELEMENTARY SCHOOL	6/18/2021	6/30/2021	LOA RTN (PD) FMLA/CFRA 6/18/21
BELL	NAKEYA	B	Family Partnership Facilitator	PARENT ENGAGEMENT	6/26/2021	6/30/2021	LOA RTN 6/26/21
CHUONG	ANNIE	A	Inst Aid, Spec Ed	PETER BURNETT ELEMENTARY	6/1/2021	6/13/2021	LOA (UNPD) PC 6/1-6/13/21
CHUONG	ANNIE	A	Inst Aid, Spec Ed	PETER BURNETT ELEMENTARY	6/14/2021	6/30/2021	LOA RTN (UNPD) 6/14/21
DOUGLAS	YVETTE	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	7/1/2021	6/30/2022	LOA RTN 7/1/21
DOUGLAS	YVETTE	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	5/29/2021	6/30/2021	LOA (UNPD) 5/29/21-6/30/21
EDWARDS	LORI	A	Noon Duty	GOLDEN EMPIRE ELEMENTARY	5/1/2021	6/30/2021	LOA (PD) 5/1-6/30/21
GONSALVES	TAMARA	B	Adult Edctn Testing Proctor	A.WARREN McCLASKEY ADULT	6/16/2021	6/30/2021	LOA EXT (PD) FMLA/CFRA 6/16/21-6/30/21
GONSALVES	TAMARA	B	Adult Edctn Testing Proctor	A.WARREN McCLASKEY ADULT	7/1/2021	7/15/2021	LOA EXT (PD) FMLA/CFRA 7/1/21-7/15/21
HAZELBAKER	KYRSTIE	A	NUTRI SERV PROGRAM SPECIALIST	NUTRITION SERVICES DEPARTMENT	7/19/2021	9/18/2021	LOA (PD) 7/19/21-9/18/21
HAZELBAKER	KYRSTIE	A	NUTRI SERV PROGRAM SPECIALIST	NUTRITION SERVICES DEPARTMENT	9/19/2021	1/2/2022	LOA (PD) FMLA/CFRA 9/19/21-1/2/22
HAZELBAKER	KYRSTIE	A	NUTRI SERV PROGRAM SPECIALIST	NUTRITION SERVICES DEPARTMENT	1/3/2022	5/31/2022	LOA RTN 1/3/22
LI	HUA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	5/21/2021	6/30/2021	LOA RTN 5/21/21
NEDERVELD	KELSEY	A	Asst Dir Nutrition Services	NUTRITION SERVICES DEPARTMENT	6/7/2021	6/30/2021	LOA (PD) 6/7/21-6/30/21
NEDERVELD	KELSEY	A	Asst Dir Nutrition Services	NUTRITION SERVICES DEPARTMENT	7/1/2021	8/2/2021	LOA EXT (PD) 7/1/21-8/2/21
SALINAS	NATHANIEL	A	Custodian	JOHN H. STILL - K-8	7/1/2021	9/24/2021	LOA (PD) FMLA/CFRA 7/1/21-9/24/21
SALINAS	NATHANIEL	A	Custodian	JOHN H. STILL - K-8	9/25/2021	6/30/2022	LOA (PD) 9/25/21-6/30/22
TORIZ DE MEDINA	MARIA	B	Career Information Technician	LUTHER BURBANK HIGH SCHOOL	6/28/2021	6/30/2021	LOA EXT (PD) 6/28-6/30/21
TORIZ DE MEDINA	MARIA	B	Office Tchncn II	LUTHER BURBANK HIGH SCHOOL	6/28/2021	6/30/2021	LOA EXT (PD) 6/28-6/30/21
TORIZ DE MEDINA	MARIA	B	Career Information Technician	LUTHER BURBANK HIGH SCHOOL	7/1/2021	7/31/2021	LOA EXT (PD) 7/1-7/31/21
TORIZ DE MEDINA	MARIA	B	Office Tchncn II	LUTHER BURBANK HIGH SCHOOL	7/1/2021	7/31/2021	LOA EXT (PD) 7/1-7/31/21
TORRES	MARIA	A	Custodian	ROSEMONT HIGH SCHOOL	7/1/2021	7/27/2021	LOA (PD) FMLA/CFRA 7/1/21-7/27/21
TORRES	MARIA	A	Custodian	ROSEMONT HIGH SCHOOL	7/28/2021	8/22/2021	LOA (PD) 7/28/21-8/22/21
<b>RE-ASSIGN/STATUS CHANGE</b>							
ALVAREZ BEVENS	TINA	A	Pgm Records Tech-P&C	FACILITIES SUPPORT SERVICES	7/1/2021	6/30/2022	STCHG 7/1/21
AMOS	ALINA	A	Inst Aid, Spec Ed	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	REA 7/1/21
CHEATHAM	BRENDA	B	Personnel Tech I	HUMAN RESOURCE SERVICES	7/1/2021	7/31/2021	REA/STCHG 7/1/21
FIGUEROA	BEATRIZ	A	Clerk III	YOUTH DEVELOPMENT	7/1/2021	6/30/2022	AMEND STCHG 7/1/21
LOPEZ	ANGEL	B	Facility Oprtns Spclst, Serna	SERNA CENTER	7/7/2021	9/30/2021	REA/STCHG 7/7/21
MALDONADO ITURRY	ANNA	A	Teacher Assistant, Bilingual	BG CHACON ACADEMY	7/1/2021	8/31/2021	STCHG 7/1/21

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
MILLER	CLAUDIA		Inst Aid, Spec Ed	A. M. WINN - K-8	7/1/2021	8/31/2021	REA/STCHG 7/7/21
MONTOYA SANCHEZ	LIZETH	A	Teacher Assistant, Bilingual	BG CHACON ACADEMY	7/1/2021	6/30/2022	STCHG 7/1/21
MORENO	AARON	A	Customer Service Specialist	HUMAN RESOURCE SERVICES	7/1/2021	6/30/2022	REA 7/1/21
NARVAEZ	CHRISTINA	A	Youth Services Pgm Associate	YOUTH DEVELOPMENT	7/1/2021	6/30/2022	STCHG 7/1/21
RIGGINS	NATASHA	B	Registrar	HEALTH PROFESSIONS HIGH SCHOOL	7/6/2021	2/28/2022	REA/STCHG 7/6/21
RIGGINS	NATASHA	B	School Office Manager III	HEALTH PROFESSIONS HIGH SCHOOL	7/6/2021	6/30/2022	REA/STCHG 7/6/21
RINCON	SILVIA	A	Instructional Aide	BG CHACON ACADEMY	7/1/2021	6/30/2022	STCHG 7/1/21
ROCHA ARREOLA	FRANCISCO	A	Teacher Assistant, Bilingual	BG CHACON ACADEMY	7/1/2021	2/28/2022	STCHG 7/1/21
SAELEE	NAI	B	Fund Spec	BUDGET SERVICES	7/16/2021	6/30/2022	REA 7/1/21
SCHMIDT	CAYITANA	A	Clerk II	CALIFORNIA MIDDLE SCHOOL	7/1/2021	6/30/2022	STCHG 7/1/21
SINGH	VEER	B	School Bus Driver, Instructor	TRANSPORTATION SERVICES	6/1/2021	6/30/2021	REA/STCHG 6/1/21
THAO	CHOU	B	School Plant Ops Mngr I	PETER BURNETT ELEMENTARY	6/1/2021	6/30/2021	REA/STCHG 6/1/21
TORRES	MARJEANNE	B	Buyer II	PURCHASING SERVICES	10/28/2019	10/31/2019	REA/STCHG 10/28/19
TURNER	TANISHA	A	Manager II, Comp and Benefits	EMPLOYEE COMPENSATION	7/1/2021	6/30/2022	REA 7/1/21
VUE	MINDY	A	Inst Aid, Spec Ed	LUTHER BURBANK HIGH SCHOOL	7/1/2021	6/30/2022	REA/STCHG 7/7/21
WANGBERG	BENJAMIN	B	Accounting Specialist	ACCOUNTING SERVICES DEPARTMENT	6/28/2021	6/30/2021	REA 7/1/21
<b>SEPARATE / RESIGN / RETIRE</b>							
ANDRADE	JOANNE	A	Noon Duty	MATSUYAMA ELEMENTARY SCHOOL	1/1/2021	6/17/2021	SEP/RESIGN 6/17/21
BARAJAS	CYNTHIA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	4/5/2021	5/31/2021	SEP/RESIGN 5/31/21
BYRD	LAWRENCE	A	Campus Monitor	WEST CAMPUS	7/1/2020	6/17/2021	SEP/RETIRE 6/17/21
CASTRO	ARJANE	B	Inst Aid, Spec Ed	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	7/30/2021	SEP/RESIGN 6/30/21
CERDA	ADA	A	Instructional Aide	LEONARDO DA VINCI ELEMENTARY	7/1/2020	6/30/2021	SEP 39MO 6/30/21
COCHRANE	ALAN	A	Campus Monitor	JOHN H. STILL - K-8	7/1/2020	6/18/2021	SEP/RETIRE 6/18/21
EUSTIS	PATRICK	A	School Plant Ops Mngr I	JOHN CABRILLO ELEMENTARY	7/1/2020	6/30/2021	SEP/RETIRE 6/30/21
GARCIA	LORI	A	Pgm Records Tech-P&C	FACILITIES SUPPORT SERVICES	7/1/2021	6/30/2022	RESCIND STCHG 7/1/21
GRANADOS-MARTINEZ	ANA	A	Teacher Assistant, Bilingual	H.W. HARKNESS ELEMENTARY	7/1/2020	6/17/2021	SEP/RESIGN 6/17/21
HUBBARD	BERNARD	A	School Community Liaison	MARTIN L. KING JR ELEMENTARY	7/1/2020	6/17/2021	SEP/RETIRE 6/17/21
HUNDRIESER	RICHARD	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	11/30/2020	6/17/2021	SEP/RESIGN 6/17/21
JOOYANSHAD	ZOHREH	B	Teacher Assistant, Bilingual	HIRAM W. JOHNSON HIGH SCHOOL	11/2/2020	6/30/2021	SEP/RESIGN 6/30/21
JORDAN	LAUREN	A	Registrar	LUTHER BURBANK HIGH SCHOOL	7/1/2021	8/31/2021	RESC SEP 39MO 7/1/21
KAEHLER	KRISTOPHER	A	Custodian	CAROLINE WENZEL ELEMENTARY	4/30/2021	6/19/2021	SEP/RETIRE 6/19/21
KIRK	PAULA	A	Clerk II	LEATAATA FLOYD ELEMENTARY	7/1/2021	7/20/2021	SEP/TERM 7/20/21
LOZOWSKI	SEBERIANA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	1/1/2021	6/17/2021	SEP/RESIGN 6/17/21
MAZYCK	KIMBERLY	A	Child Dev Spec I	CHILD DEVELOPMENT PROGRAMS	7/1/2021	6/30/2022	RESC SEP 39MO 7/1/21
MEDINA	CAROLINA	A	Teacher Assistant, Bilingual	ETHEL I. BAKER ELEMENTARY	7/1/2020	6/30/2021	SEP 39MO 6/30/21
MORRIS	ISAIAH	B	Campus Supervisor I	AMERICAN LEGION HIGH SCHOOL	7/1/2021	2/28/2022	RESC SEP 39MO 7/1/21
NIEVES	ANA	R	Clerk III	FOSTER YOUTH SERVICES PROGRAM	7/1/2021	8/31/2021	SEP/RETIRE 8/31/21
RANSIBRAHMANAKUL	MİYUKI	A	Noon Duty	PHOEBE A HEARST BASIC ELEM.	1/1/2021	6/30/2021	SEP/RESIGN 6/30/21
REALI	JULIE	A	Inst Aid, Spec Ed	GENEVIEVE DIDION ELEMENTARY	7/1/2020	6/17/2021	SEP/RETIRE 6/17/21
SEALS	ZAHARA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	1/1/2021	6/17/2021	SEP RESIGN 6/17/21
SILVA	MARIELA	B	Youth Services Specialist	FOSTER YOUTH SERVICES PROGRAM	7/1/2021	7/26/2021	SEP RESIGN 7/26/21
SILVA SALDANA	DOMINIQUE	B	Instructional Aide	CAROLINE WENZEL ELEMENTARY	9/1/2020	6/4/2021	SEP/TERM 6/4/21
SMITH	WELLINGTON	A	Youth Services Pgm Associate	YOUTH DEVELOPMENT	7/1/2020	6/28/2021	SEP/RESIGN 6/28/21
TORRES	MARJEANNE	A	Buyer II	PURCHASING SERVICES	7/1/2021	7/9/2021	SEP/RESIGN 7/9/21
VUE	THONG	A	Teacher Assistant, Bilingual	JOHN D SLOAT BASIC ELEMENTARY	7/1/2020	6/11/2021	SEP/RETIRE 6/11/21
WATTS	DENISE	A	Inst Aid, Comp Lab	MARTIN L. KING JR ELEMENTARY	7/1/2021	7/20/2021	SEP/RETIRE 7/20/21
WOODBURY	NANCY	A	Clerk III	JOHN H. STILL - K-8	7/1/2021	8/31/2021	SEP/RETIRE 8/31/21
<b>TRANSFER</b>							
DUNKLEY	GREG	A	Custodian	CHILD DEVELOPMENT PROGRAMS	7/1/2021	6/30/2022	AMEND TR 7/1/21
MADRIGAL REA	MIRNA	A	Custodian	CHILD DEVELOPMENT PROGRAMS	7/1/2021	6/30/2022	AMEND TR 7/1/21
POWELL	RANDY	A	Custodian	CHILD DEVELOPMENT PROGRAMS	7/1/2021	9/1/2021	AMEND TR 7/1/21
HALL	INDIGEO	A	School Plant Ops Mngr I	SUCCESS ACADEMY	6/11/2021	6/30/2021	TR 6/11/21
GARCIA	ROBIN	A	Inst Aid, Spec Ed	FERN BACON MIDDLE SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
THAO	LUE	A	Inst Aid, Spec Ed	TAHOE ELEMENTARY SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
YANG	ISAAC	A	Custodian	NEW TECH	6/28/2021	6/30/2021	TR 6/28/21
MOSQUEDA	PETRA	A	Inst Aid, Spec Ed	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
GUILLEN	MARIA	A	Custodian	JOHN F. KENNEDY HIGH SCHOOL	6/28/2021	6/30/2021	TR 6/28/21
LUERA	EMMA	A	Teacher Assistant, Bilingual	HIRAM W. JOHNSON HIGH SCHOOL	7/1/2021	6/30/2022	TR 7/1/21
NGUYEN	VAN	A	Inst Aid, Spec Ed	JOHN F. KENNEDY HIGH SCHOOL	7/1/2021	8/31/2021	TR 7/1/21



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1c

**Meeting Date:** August 5, 2021

**Subject:** Approve Resolution No. 3213: Approving the Sacramento City Unified School District Community Facilities No. 2 Tax Report for Fiscal Year 2021-2022 and Levying and Apportioning the Special Tax as Provided Therein

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

**Division:** Facilities Support Services

**Recommendation:** Approve Resolution No. 3213 - Sacramento City Unified School District Community Facilities District No. 2 Tax Report for Fiscal Year 2021 – 2022 and Levying and Apportioning the Special Tax.

**Background/Rationale:** On January 27, 1992, the Sacramento City Unified School District, Board of Education, adopted Resolution 1588 establishing Sacramento City Unified School District Community Facilities District (CFD) No. 2 for the purpose of providing for the financing of certain facilities in and for CFD No. 2 and providing for the levy of a special tax in and for CFD No. 2.

Pursuant to Section 53340 of the Government Code of the State of California, the special tax is levied at the rates specified in the Tax Report and shall be collected by the Tax Collector of the County of Sacramento in the same manner as ordinary ad valorem property taxes are collected and shall be subject to the same procedure, sale, and lien priorities in case of delinquency as is provided for ad valorem taxes, subject to all other conditions set forth in the Ordinance.

Copies of the CFD #2 Special Tax Report are available for public review at the reception counter or the Board of Education office.

**Financial Considerations:** Additional restricted revenue to the District (\$1,930,923).

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

**Documents Attached:**

1. Resolution No. 3213
2. CFD No. 2 Special Tax Report

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

**Submitted by:** Rose F. Ramos, Chief Business Officer  
Ronald Hickey, Interim Assistant Superintendent Facilities  
Support Services

**Approved by:** Jorge A. Aguilar, Superintendent



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**RESOLUTION NO. 3213**

**A RESOLUTION APPROVING THE SACRAMENTO CITY  
UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES  
DISTRICT NO. 2 TAX REPORT FOR FISCAL YEAR 2021-22  
AND LEVYING AND APPORTIONING THE SPECIAL TAX  
AS PROVIDED THEREIN**

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
COMMUNITY FACILITIES DISTRICT NO. 2**

WHEREAS, the Governing Board of the Sacramento City Unified School District (the "Board") on January 27, 1992 duly adopted Resolution No. 1588 (the "Resolution") establishing Sacramento City Unified School District Community Facilities District No. 2 (the "Community Facilities District," or "CFD No. 2") for the purpose of providing for the financing of certain facilities in and for CFD No. 2 and providing for the levy of a special tax in and for CFD No. 2.

WHEREAS, the Sacramento City Unified School District Community Facilities District No. 2 Tax Report, Fiscal Year 2021-22 (the "Tax Report") has been submitted to the Board and the Board has determined to approve the Tax Report to levy the special tax at the rates specified in the Tax Report and to apportion them in the manner specified therein.

NOW, THEREFORE, the Board, acting on behalf of CFD No. 2, resolves as follows:

Section 1. The Sacramento City Unified School District CFD No. 2 Tax Report, Fiscal Year 2021-22, in the form submitted to this meeting and on file with the Board is hereby approved and adopted.

Section 2. Pursuant to section 53340 of the Government Code of the State of California, the special tax is hereby levied at the rates specified in the Tax Report and is hereby apportioned in the manner specified in the Resolution (and as more particularly described in the Tax Report).

Section 3. Pursuant to section 53340 of the Government Code of the State of California, the special tax shall be collected by the Tax Collector of the County of Sacramento in the same manner as ordinary ad valorem property taxes are collected and shall be subject to the same procedure, sale, and lien priorities in case of delinquency as is provided for ad valorem taxes, subject to all other conditions set forth in the Resolution.

Section 4. In order to have the tax levied hereby collected in the next tax collection period and thus available to finance the facilities approved by the electors of CFD No. 2, the Superintendent shall deliver the Tax Report together with a certified copy of this Resolution to the tax collector of the County of Sacramento no later than August 12, 2021.

Section 5. The Superintendent and his designees are hereby authorized to make changes to the Tax Report in response to appeals from taxpayers or otherwise in order to correct errors that may, from time to time, arise in the application of the special tax to particular parcels. Claims for refund of the tax shall comply with the following and any additional procedures as established by the Board:

(a) All claims shall be filed with the Superintendent of the Sacramento City Unified School District no later than one year after the date the tax was paid. The claimant shall file the claim within this time period and the claim shall be finally acted upon by the Board as a prerequisite to bringing suit thereon.

(b) Pursuant to Government Code section 935(b), the claim shall be subject to the provisions of Government Code sections 945.6 and 946.

(c) The Board shall act on a timely claim within the time period required by Government Code section 912.4.

(d) The procedure described in this Resolution, and any additional procedures established by the Board, shall be the exclusive claims procedure for claimants seeking a refund of the tax. The decision of the Board shall be final.

APPROVED, PASSED, AND ADOPTED by the Governing Board of the Sacramento City Unified School District this 5th day of August 2021, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

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President of the Board of Education

ATTEST:

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Secretary of the Board of Education



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**COMMUNITY FACILITIES DISTRICT NO. 2**

**SPECIAL TAX REPORT**

FISCAL YEAR 2021-22

JULY 2021

PURSUANT TO THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982

ENGINEER OF WORK:

**SCIConsultingGroup**

4745 MANGELS BOULEVARD  
FAIRFIELD, CALIFORNIA 94534  
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## SUMMARY

The Sacramento City Unified School District formed Sacramento City Unified School District Community Facilities District No. 2 (CFD #2) for the purpose of financing new and improved school facilities for students generated by new development within the District. CFD #2 was formed after receiving over two-thirds support (on an acreage voting basis) from property owners included within the Community Facilities District. The special tax proceeds from this CFD are being used to finance school construction bonds and / or provide public school facilities. This Report summarizes the fiscal year 2021-22 Special Tax, Method of Apportionment, and other related data.

There are currently 1,382 parcels in CFD #2, which includes both subdivided and non-subdivided parcels. As of June 30, 2021 1,330 building permits for new homes within the Community Facility District have been issued, 17 parcels have prepaid their CFD #2 tax obligation in full. The total annual special tax to be collected within CFD #2 for fiscal year 2021-22 is \$1,930,923. Table 1 summarizes the current and historical Special Tax data by year.

**TABLE 1 - SUMMARY OF SPECIAL TAX LEVIES BY YEAR**

<b>Fiscal Year</b>	<b>Total Parcels</b>	<b>Total Parcels Taxed</b>	<b>Total Tax<sup>1</sup></b>
2000-01	579	415	\$221,988.44
2001-02	581	474	\$280,281.20
2002-03	578	536	\$343,608.30
2003-04	671	620	\$454,881.34
2004-05	953	861	\$753,486.22
2005-06	1202	1091	\$970,726.79
2006-07	1202	1150	\$1,060,729.52
2007-08	1205	1166	\$1,087,599.74
2008-09	1302	1181	\$1,156,744.20
2009-10	1299	1186	\$1,210,796.34
2010-11 <sup>2</sup>	1299	1184	\$1,182,605.48
2011-12	1299	1201	\$1,230,718.74
2012-13	1298	1224	\$1,313,280.10
2013-14	1298	1261	\$1,394,193.84
2014-15	1382	1320	\$1,510,651.95
2015-16	1382	1329	\$1,580,953.65
2016-17	1382	1330	\$1,642,130.59
2017-18	1382	1330	\$1,683,786.37
2018-19	1382	1330	\$1,758,944.00
2019-20	1382	1330	\$1,813,713.09
2020-21	1382	1330	\$1,864,578.45
2021-22	1382	1330	\$1,930,922.59

<sup>1</sup> The total tax listed are the amounts submitted to the County Auditors (after any revisions for property changes).

<sup>2</sup> An audit of residential square footage resulted in a reduction in residential square footage of 214 parcels. In addition 11 homes prepaid their CFD 2 tax in full during fiscal year 2009-10.

Table 2 summarizes the number of parcels taxed each year, the total tax per year, and the corresponding mitigation rates applied for the year of parcel development.

**TABLE 2 - SUMMARY OF SPECIAL TAX LEVIES BY YEAR**

Year Built	Mitigation Rate Per New SFR <sup>1</sup>	Mitigation Rate Per New MFR	Parcels Taxed	Total Tax <sup>2</sup>
1992-93	\$4.35	\$2.53	29	\$21,409.77
1993-94	\$4.55	\$2.66	3	\$3,943.30
1994-95	\$4.77	\$2.78	42	\$47,433.52
1995-96	\$5.00	\$2.91	1	\$1,503.20
1996-97	\$5.23	\$3.05	174	\$194,090.87
1997-98	\$5.48	\$3.20	141	\$159,303.75
1998-99	\$5.74	\$3.35	9	\$12,431.70
1999-00	\$6.02	\$3.51	12	\$19,070.87
2000-01	\$6.30	\$3.67	59	\$81,647.82
2001-02	\$6.60	\$3.85	65	\$100,048.83
2002-03	\$6.91	\$4.03	81	\$149,709.49
2003-04	\$7.24	\$4.22	261	\$441,968.86
2004-05	\$7.59	\$4.42	211	\$335,869.50
2005-06	\$7.95	\$4.63	60	\$108,780.90
2006-07	\$8.32	\$4.85	19	\$22,686.34
2007-08	\$8.72	\$5.08	2	\$3,880.40
2008-09	\$9.13	\$5.33	5	\$6,303.37
2009-10	\$9.57	\$5.58	11	\$13,268.83
2010-11	\$10.02	\$5.84	15	\$22,772.19
2011-12	\$10.49	\$6.11	23	\$30,387.78
2012-13	\$10.99	\$6.40	38	\$55,076.11
2013-14	\$11.51	\$6.70	59	\$84,461.35
2014-15	\$12.06	\$7.02	9	\$13,580.53
2015-16	\$12.63	\$7.36	1	\$1,293.31
2016-17	\$13.23	\$7.71	0	\$0.00
2017-18	\$13.86	\$8.07	0	\$0.00
2018-19	\$14.52	\$8.46	0	\$0.00
2019-20	\$15.21	\$8.86	0	\$0.00
2020-21	\$15.93	\$9.28	0	\$0.00
Total			1330	\$1,930,922.59

<sup>1</sup> The mitigation rate is the rate multiplied by residential square footage for the first fiscal year of new constructed SFR and MFR units. The multiplier is the rate at which the annual special tax is calculated by applying to the mitigation rates \* assessable space minus any prepayments.

<sup>2</sup> The total tax and number of special tax units listed are the amounts submitted to the County Auditors (after any revisions for property changes).

## **ADMINISTRATION OF COMMUNITY FACILITIES DISTRICT**

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### **GENERAL ADMINISTRATIVE REQUIREMENTS**

The Mello-Roos Community Facilities District Act of 1982 (the Act) requires that a Special Tax Report be prepared annually to identify the Special Tax Rate for all parcels to be assessed in the upcoming fiscal year. The levy data must subsequently be filed with the County Auditor before August 10 for inclusion on property tax bills.

After submission of the Special Tax levies, the final levies should be confirmed with the County Auditor prior to the preparation of tax bills, which typically occurs in October. The Special Tax is collected in two equal installments on the tax bills that are due on December 10 and April 10.

### **DELINQUENCY PROCEDURES**

The District participates in the “Teeter Plan” whereby the Counties pay all delinquent special taxes to the District and in return the Counties institute collection proceedings and, when collected, keep all delinquent payments with interest and penalties. This plan allows the District to maintain reliable special tax revenues and reduces the cost of collection.

The District reviews the Tax Collector's public records annually by June 30 to determine the amount of special tax revenues and delinquencies during the fiscal year. If the amount of collections is less than 95% of the amount of special tax levy in such fiscal year, the School District has covenanted with bondholders to institute foreclosure proceedings no later than October 31 to enforce the lien against delinquent installments. The District is also obligated to institute foreclosure proceedings in the case of a single property owner who is delinquent by more than \$2,000. No property owner is currently delinquent by such amount and the delinquency rate on the special taxes is below 5%, so there is no requirement to commence foreclosure proceedings at this time.

### **NOTICES OF SPECIAL TAX LIEN**

The Act states “For purposes of enabling sellers of real property subject to the levy of special taxes to satisfy the notice requirements of subdivision (b) of Section 1102.6 of the Civil Code, the designated office, department, or bureau shall furnish a Notice of Special Tax to any individual requesting the notice or any owner of property subject to a special tax levied by the local agency within five working days so receiving a request for such notice. The local agency may charge a reasonable fee for this service not to exceed ten dollars.” A copy of this notice is included as Exhibit A.

In addition, any developer, subdivider or his or her agent or representative shall not sell or lease any property subject to the Special Tax until the prospective purchaser or lessee has been furnished with and signed a written notice of Special Tax Lien.

This notice is designed to clearly and accurately provide information about the special tax and the levy for the subject property.



SCI Consulting Group has developed a custom software system that will locate any property in the District and, among other functions, print customized notices of special tax lien. This software is included as a standard component of our administrative services.

## **REPORTING REQUIREMENTS**

### **PUBLIC INFORMATION**

Property owners and other interested persons can obtain information regarding special tax levies and other information by contacting the District or SCI Consulting Group at telephone number (800) 273-5167. The telephone number for SCI Consulting Group is also included with property tax bills.

### **ASSESSOR AND AUDITOR FILING AND REPORTING**

Pursuant to the Act, the Mello-Roos Community Facilities Annual Report along with all special tax levies for the upcoming fiscal year must be filed with the County Auditor by August 10. The report and special tax levies will be submitted and confirmed for the fiscal year 2021-22.

### **CDIAC REPORTING**

Article 53359.5 of the Act stipulates that any bonds sold on or after January 1, 1993 must provide the California Debt and Investment Advisory Commission (CDIAC) with annual reports not later than October 30, including the following information:

1. The principal amount of any bonds outstanding.
2. The balance in the bond reserve fund.
3. The balance in the capitalized interest fund, if any.
4. The number of parcels which are delinquent with respect to their special tax payments, the amount that each parcel is delinquent, the length of time that each has been delinquent, and when foreclosure was commenced for each delinquent parcel.
5. The balance in any construction funds.
6. The assessed value of all parcels subject to the special tax to repay the bonds as shown on the most recent equalized roll.

## RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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### EXHIBIT B - THE SPECIAL TAX FORMULA

#### SACRAMENTO CITY UNIFIED SCHOOL DISTRICT COMMUNITY FACILITIES DISTRICT NO.2 RATE AND METHOD OF APPORTIONMENT

A Special Tax, determined as described below, shall be levied each Fiscal Year by the Sacramento City Unified School District (the "District") within the boundaries of Community Facilities District No.2 ("CFD No. 2") to pay the Authorized Costs of the CFD No. 2, in accordance with the terms and conditions set forth herein.

1. Definitions. The following definitions shall apply:
  - A. "Assessable Space" means a quantity equal to the area (expressed in square feet) within the perimeter of a residential structure, not including any carport, walkway, garage, overhang, patio, enclosed patio, detached accessory structure or similar structure. This quantity shall be determined by the Superintendent in accordance with the standard practice used by the building department of the city or county issuing the building permit when calculating structural perimeters.
  - B. "Assessor's Parcel" ("Parcel") means a parcel of land designated on a map of the Sacramento County Assessor and assigned a discrete identifying number.
  - C. "Authorized Costs" means all authorized costs and expenses of the CEO set forth by law, and all costs necessary to administer the bonds, collect and administer the special taxes, and administer the CFD, including but not limited to funds to pay current debt service on the bonds, to accumulate funds for future debt service, to pay amounts delinquent on the bonds (or to become delinquent based upon past special tax delinquencies), to replenish the reserve fund to its proper level (or to reimburse payment to be made from the reserve fund based upon past special tax delinquencies), to pay directly for any authorized facilities or to accumulate funds for that purpose.
  - D. "Board" means the District's and CFD's Governing Board.
  - E. "CFD" or "CFD No. 2" means the Community Facilities District No. 2 of the Sacramento City Unified School District.
  - F. "District" means the Sacramento City Unified School District.
  - G. "Escalation Factor" means a rate of not more than 4.75 % per annum to be annually determined by the Board at the time taxes are levied and to be used to

calculate the Mitigation Rate.

- H. "Fiscal Year" means the period starting on July 1 and ending on the following June 30, except that the first Fiscal Year shall commence on the date the Board adopts the Resolution of intention to form CFD No. 2 and shall end on the next succeeding June 30.
- I. "Mitigation Rate" means, for calculations of the Special Tax payable in the first Fiscal Year, with respect to Multifamily Residential Property, \$2.42 per square foot of Assessable Space and, with respect to Single Family Residential Property, \$4.15 per square foot of Assessable Space and, for calculations of the Special Tax payable in each Fiscal Year thereafter, such amounts increased each Fiscal Year by the Escalation Factor and otherwise adjusted as provided in Section (B) hereof.
- J. "Multifamily Residential Property" means Residential Property for which a building permit for multifamily dwelling units is expected to be issued.
- K. "Residential Property" ("Property") means an Assessor's Parcel within CFD No. 2 that is zoned for residential use.
- L. "Single Family Residential Property" means Residential Property for which a building permit for a single family detached dwelling unit is expected to be issued.
- M. "Special Tax" means the special tax or special taxes authorized to be levied within CFD No. 2.
- N. "Superintendent" means the District Superintendent or the Superintendent's designee.
- O. "Tax Collection Schedule" means document to be prepared annually by the Superintendent for use by the Sacramento County Auditor in collecting the annual installments of the Special Tax each Fiscal Year.
- P. "Tax-Exempt Property" means any property within CFD No. 2 that in accordance with Section 2 hereof will not be taxed.
- Q. "Territory to be Annexed" means any territory that is within District boundaries but not included within the boundaries of CFD No. 2 upon formation.

2. Tax-Exempt Property:

Governmental property owned by the state, federal or other local governments will not be taxed except:

- A. If a public agency owning property including property held in trust for any beneficiary, that is exempt from a special tax pursuant to Government Code Section 53340 grants a leasehold after January 1, 1988, or other possessory interest in the property to a nonexempt person or entity, the Special Tax shall, notwithstanding Government Code Section 53340, be levied in the leasehold or possessory interest and shall be payable by the owner of the leasehold or possessory interest.
- B. If property not otherwise exempt from a special tax is acquired by a public entity other than the District through a negotiated transaction, or by gift or devise, the Special Tax shall, notwithstanding Government Code Section 53340, continue to be levied on the property acquired and shall be enforceable against the public entity that acquired the property.
- C. If property subject to a special tax is acquired by a public entity through eminent domain proceedings, the obligation to pay the Special Tax shall be treated as if it were a special annual assessment. For this purpose, the present value of the obligation to pay the Special Tax to pay the principal and interest on any indebtedness incurred by the CFD prior to the date of apportionment determined pursuant to Section 5082 of the Revenue and Taxation Code shall be treated the same as a fixed lien special assessment.

Parcels that are not Residential Property shall not be taxed

3. Classification of Property. Determination of Tax Rates and Levy of Special Tax.

- A. At the beginning of each Fiscal Year, the Superintendent shall classify each Assessor's Parcel in CFD No. 2 as Tax-Exempt Property or as either Multifamily or Single Family Residential Property by reference to the standard practices of the city or county issuing building permits (or similar authorizations) for such Parcel.
- B. At the time taxes are levied each Fiscal Year, the Board shall determine the Escalation Factor and calculate the Mitigation Rate applicable for such Fiscal Year.
- C. At the beginning of each Fiscal Year, the Board shall levy the Special Tax as follows:
  - (1) For Tax-Exempt Property, no tax shall be levied.
  - (2) For each parcel for which a building permit issues during such Fiscal Year, the Board shall levy the Special Tax in an amount equal to the product of the Mitigation Rate and the Assessable Space of such Parcel.

If, after the annual levy and before a building permit is issued, a Parcel ceases to be or becomes Tax-Exempt Property or changes its classification from Single Family Residential Property to Multifamily Residential Property or from Multifamily Residential Property to Single Family Residential Property, then the Board shall revise the Special Tax to be levied against such Parcel.

4. Payment of the Special Tax.

- A. The Special Tax is due upon the issuance of a building permit, or similar authorization for mobilehomes, for any Residential Property. Payment shall be made to the Superintendent by cashier's check or certified check payable to the CFD, and the Superintendent shall issue a receipt for payment showing the date and amount. If the Special Tax is not paid in Full, or if the owner elects (in accordance with the requirements of subsection B below) to pay all or part of the amount due in annual installments, the amount of the Special Tax that remains unpaid (the "Carryover Amount") shall be payable in annual installments (with interest) over a thirty-year period, calculated as described in subsection C below.
- B. A Parcel owner may elect to pay the Special Tax in annual installments. Such election shall be made at the time a building permit or similar authorization for the Parcel is issued, shall be in writing on a form provided by the Superintendent, and shall be accompanied by payment of any part of the Special Tax that such owner elects to pay immediately.
- C. If all or part of the Special Tax will be paid in annual installments, the amount payable in each year after the Special Tax has become due shall be the product of the Carryover Amount and the installment factor listed in the table below for such year:

Year Following Issuance of Building Permit	Installment Factor	Prepayment Factor
1	0.07	1.00
2	0.07	1.02
3	0.07	1.04
4	0.07	1.05
5	0.08	1.07
6	0.08	1.09
7	0.08	1.10
8	0.08	1.11
9	0.09	1.12
10	0.09	1.13
11	0.09	1.14
12	0.10	1.14
13	0.10	1.14
14	0.10	1.14
15	0.11	1.13
16	0.11	1.12
17	0.11	1.11
18	0.12	1.09
19	0.12	1.06
20	0.13	1.03
21	0.13	0.99
22	0.14	0.94
23	0.14	0.89
24	0.15	0.82
25	0.15	0.74
26	0.16	0.66
27	0.16	0.56
28	0.17	0.44
29	0.17	0.31
30	0.18	0.17

- D. At the beginning of each Fiscal Year, beginning in 1992-93, the Superintendent shall prepare a Tax Collection Schedule that includes the amount of annual installments of Special Taxes to be collected in such Fiscal Year. The Superintendent shall present the Tax Collection Schedule to the Board for its approval. The Superintendent shall deliver the Tax Collection Schedule, as approved by the Board, to the Sacramento County Auditor and request the Auditor to place the annual installments on the secured property tax rolls for the current Fiscal Year. The Superintendent shall deliver the Tax Collection Schedule to the Auditor not later than the date required by the Auditor for such inclusion.

5. Collection of Installments of the Special Tax

Installments of the Special Tax that are to be collected annually shall be collected upon the applicable Assessor's Parcels in the CFD in the same manner as ordinary ad valorem property taxes are collected and in accordance herewith; provided, however, that the CFD may collect installments at a different time or in a different manner if necessary to meet its financial obligations. All annual installments of Special Taxes shall be subject to the same penalties and lien priorities in the case of delinquency as is provided for ad valorem taxes. The Board shall cause the actions required above to be done for each Fiscal Year in a timely manner to assure that the Tax Collection Schedule is received by the Auditor of the County of Sacramento for inclusion with billings for ad valorem taxes for the applicable Fiscal Year.

6. Termination of the Special Tax.

The owner of a Parcel for which the Special Tax was not paid in full when due may, at any time thereafter, pay and permanently satisfy the Special Tax levied against such Parcel by paying to the Superintendent, by cashier's check or certified check payable to the CFD, an amount equal to the product of the Carryover Amount and the prepayment factor for the Fiscal Year in which such payment is made as shown in the table under paragraph 4(C) above.

In the event the Special Tax has been paid and permanently satisfied with respect to a Parcel, the Board shall record a Notice of Cancellation of Special Tax Lien as to that Parcel pursuant to Section 53344 of the Government Code. The Notice of Cancellation of Special Tax Lien shall identify with particularity the Special Tax that has been paid and permanently satisfied, shall contain the book and page number in the records of the county recorder where the Notice of Special Tax Lien being canceled is recorded, shall contain the legal description and assessor's parcel number of the particular Parcel of land subject to the lien, and shall contain the name of the owner of record of the Parcel. The Board may specify a charge payable by the owner of record for the preparation and recordation of this notice.

7. Appeals and Interpretation Procedure.

Any taxpayer subject to the Special Tax claiming that the amount or application of the Special Tax or an annual installment thereof has not been properly computed may file a notice with the Superintendent appealing the levy or collection of the Special Tax or annual installment. The Superintendent will promptly review the appeal and, if necessary, meet with the applicant and decide the appeal. If the findings of the Superintendent verify that the tax should be modified or changed, the Tax Collection Schedule shall be corrected if necessary and, if applicable, a refund shall be granted in accordance with Section 8 hereof. Any dispute over the decision of the Superintendent shall be referred to the Board, and the decision of the Board with respect to the Special Tax or annual installment shall be final.

Interpretation may be made by resolution of the Board for purposes of clarifying any vagueness or uncertainty as it relates to the application of the Special Tax rate, the calculation of the amount of any annual installment or prepayment amount, the application of the method of apportionment, the classification of Parcels, or any definition applicable to the CFD.

8. Claim for Refund.

All claims for refund of Special Tax (or annual installment thereof) collected on behalf of the CFD shall be filed with the Superintendent not later than one year after the date the Special Tax (or annual installment) has been paid to the County or to the Superintendent on behalf of the CFD in cases where the tax is not collected by the County. The claimant shall file the claim within this time period, and the claim shall be finally acted upon by the Board as a prerequisite to the claimant's bringing suit thereon. Pursuant to Government Code section 935(b), the claim shall be subject to the provisions of Government Code sections 945.6 and 946.

The Board acting on its own behalf and on behalf of the CFD shall respond to a timely claim within the time period required and in the manner specified by Government Code sections 912.4 and 912.6. Should said sections be amended or repealed, they shall apply according to their terms in effect on July 1, 1991.

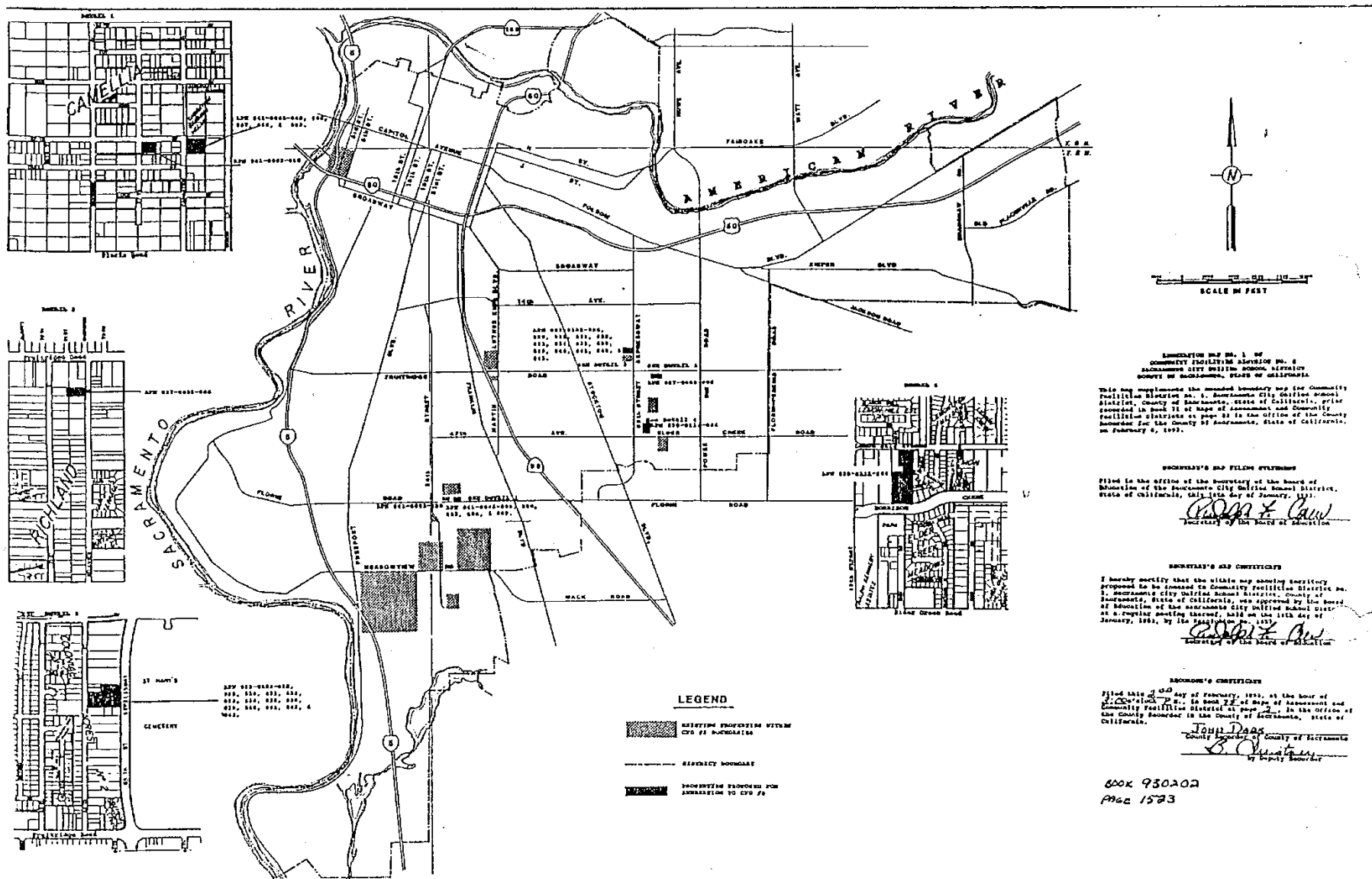
The procedure described herein shall be the exclusive procedure for claimants' seeking a refund of Special Tax (or annual installments thereof). The decision of the District in response to any claim for refund shall be final.

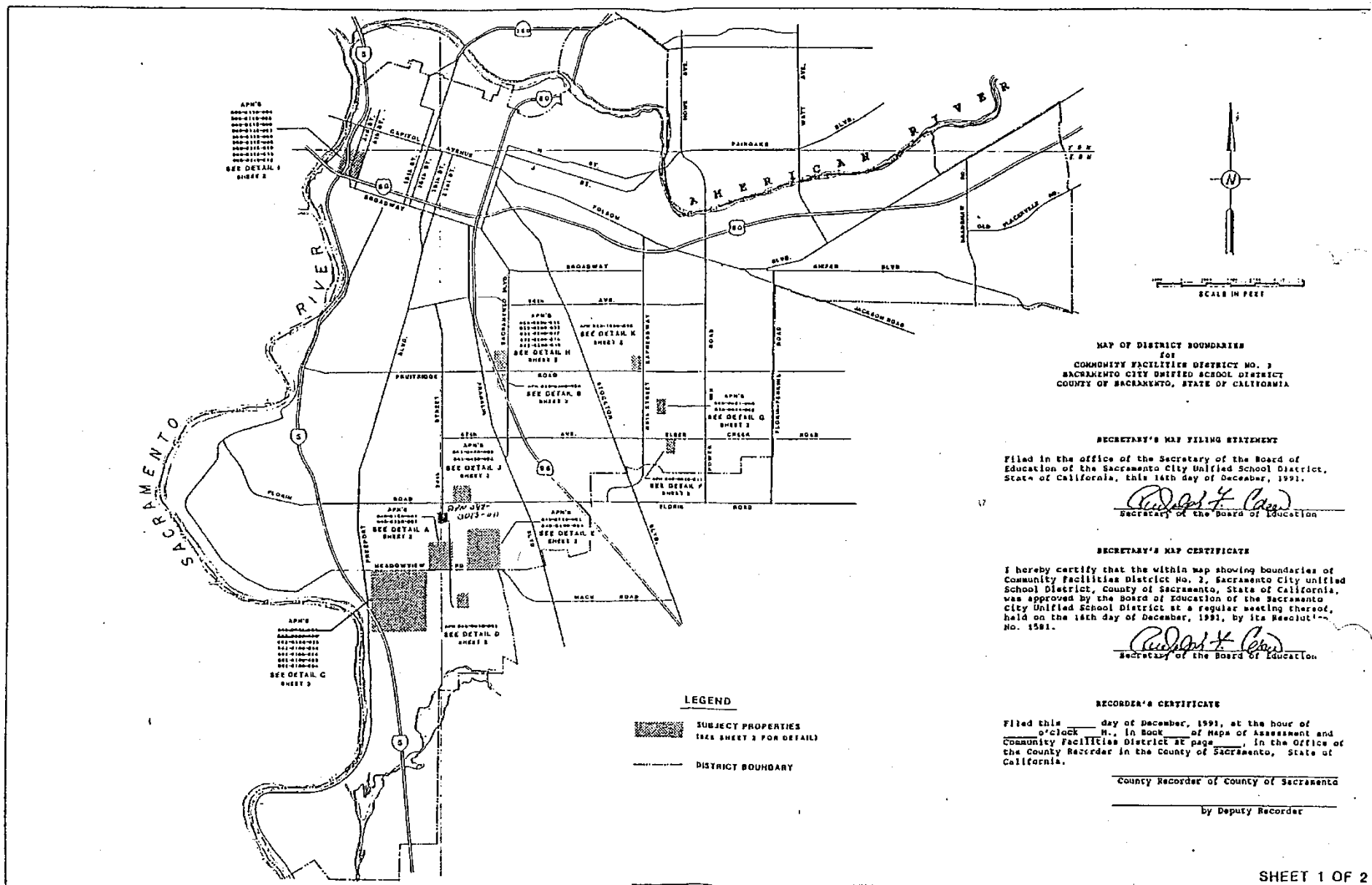
9. Annexation of Territory.

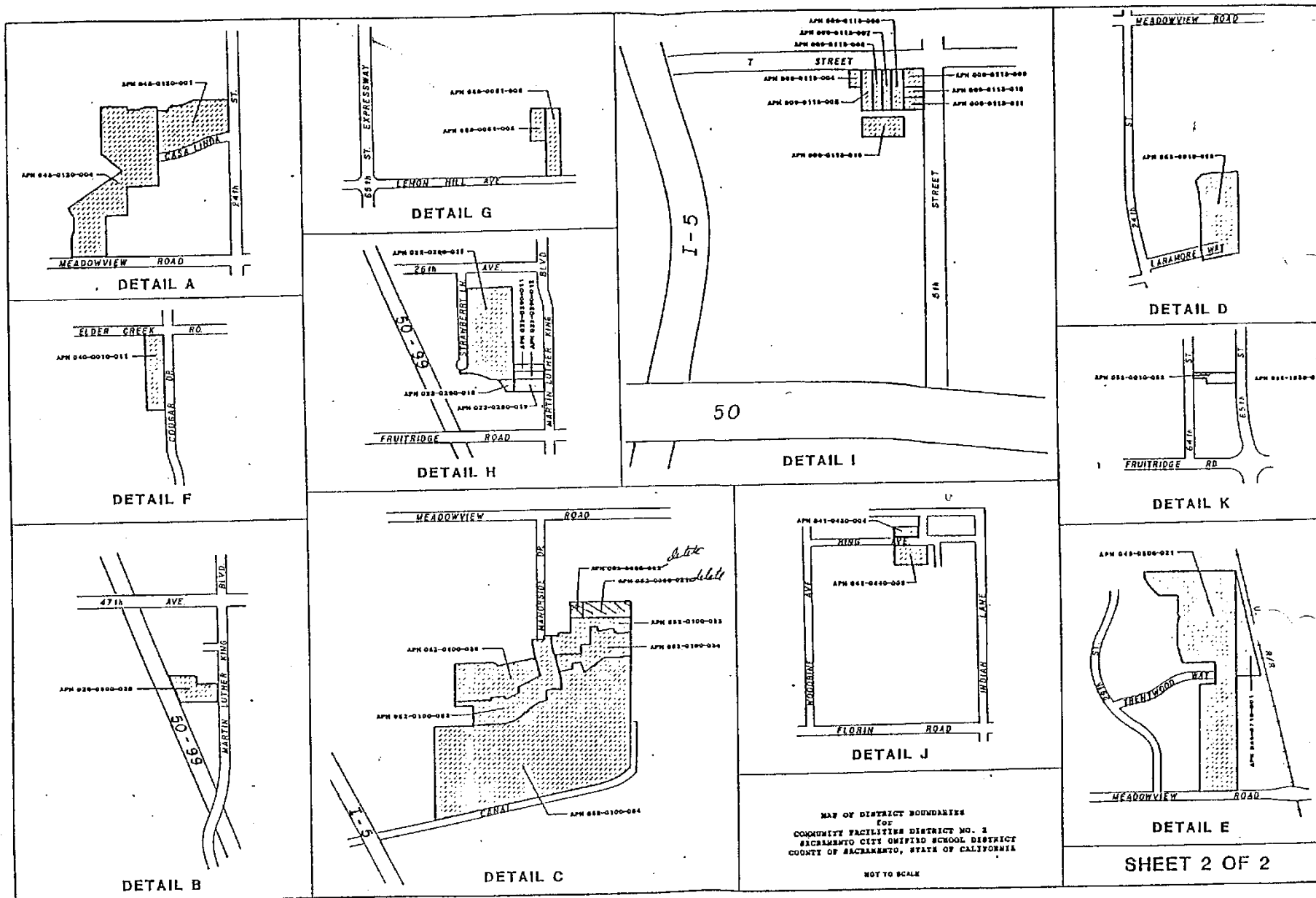
Any territory to be annexed to the CFD shall, in addition to payment of Special Taxes at the rates set forth above, be subject to payment of any costs incurred by the CFD and District in conducting the annexation process and such additional tax within the territory to be annexed as may be necessary to compensate for the interest and principal previously paid by the existing community facilities district; provided that in no event shall the additional tax authorized herein be allowed to exceed the Special Tax applicable to the Parcels being annexed.

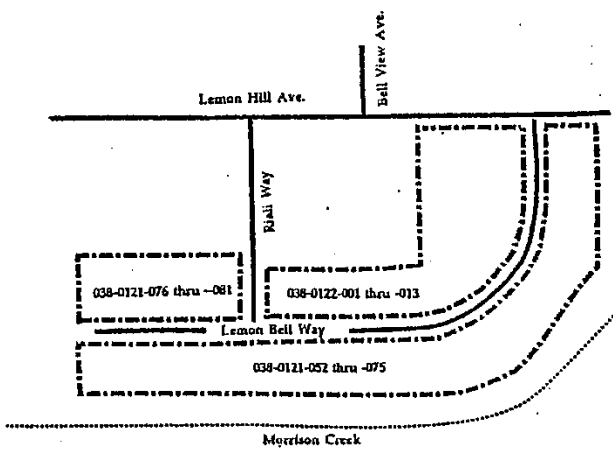


# DISTRICT BOUNDARY DIAGRAMS









**LEGEND**  
 Local Streets  
 Boundary Lines  
 Creek  
 Parcel Numbers

**SECRETARY'S MAP FILING STATEMENT**

FILED IN THE OFFICE OF THE SECRETARY OF THE BOARD OF THE SACRAMENTO CITY UNIFIED SCHOOL DISTRICT, STATE OF CALIFORNIA, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 1998.

SECRETARY OF THE BOARD

**SECRETARY'S MAP CERTIFICATE**

I DO HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF ANNEXATION NO. 4 TO THE COMMUNITIES FACILITIES DISTRICT NO. 2, SACRAMENTO CITY UNIFIED SCHOOL DISTRICT, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF TRUSTEES OF THE FAIR SACRAMENTO CITY UNIFIED SCHOOL DISTRICT AT A MEETING THEREOF, HELD ON \_\_\_\_ DAY OF \_\_\_\_\_, 1998 BY ITS RESOLUTION NO. \_\_\_\_\_.

SECRETARY OF THE BOARD

**RECORDER'S CERTIFICATE**

FILED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 1998 AT THE HOUR OF \_\_\_\_ O'CLOCK \_\_\_\_ M. IN BOOK \_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE \_\_\_\_ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

COUNTY RECORDER, COUNTY OF SACRAMENTO

**NOTE**

REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF SACRAMENTO FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL COVER FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

**MAP OF PROPOSED BOUNDARY ANNEXATION NO. 4**

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 COMMUNITY FACILITIES DISTRICT NO. 2  
 CITY OF SACRAMENTO, SACRAMENTO COUNTY,  
 CALIFORNIA**

Slatts Consultants, Inc.  
 2308 Roydon Ave., Suite 201  
 Fairfield, CA 94533  
 707-416-5816



## 2021-22 SPECIAL TAX ROLL

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The tax roll listing the fiscal year 2021-22 Special Tax for all Assessor's Parcels of land within the boundaries of the Community Facilities District No. 2 (CFD #2) of the Sacramento City Unified School District has been filed with the District and is included herein by reference. The tax attributed to each parcel was computed in accordance with the Rate and Method of Apportionment of Special Tax summarized beginning on Page 8.

Any parcels within CFD #2 for which building permits for residential construction were not issued as of June 30, 2021 are not taxed for the 2021-22 fiscal year. These parcels are shown with a \$0.00 Annual Special Tax on the Tax Roll. Any governmentally owned parcels are also listed with a \$0.00 Special Tax.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
**Special Tax Roll**

Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
00900720230001	GAVRIC JELISAVETA	923 T	1485	792.25
00900720230002	SOLORIO CARLOS RUBEN/BARBARA	925 T	1485	792.25
00900720230003	FONG LESLIE W	927 T	1485	792.25
00900720230004	WRYSINSKI DAN/JULIE LO	929 T	1485	792.25
00900720230005	LEE JANET WAIMIN	931 T	1803	961.90
00900720230006	2014 CLARIZIO FAMILY TRUST	1916 10TH	1485	792.25
00900720230007	SNYDER MICHAEL H	1918 10TH	1485	792.25
00900720230008	FONG GRANT WAYNE	1920 10TH	1485	792.25
00900720230009	ELDRIDGE KRISTEN	1922 10TH	1485	792.25
00900720230010	JENKINS MARK EDWARD/PAUL	1924 10TH	1647	878.67
00900720230011	LIM JOHNNY J/SUSAN D	1926 10TH	1485	792.25
00900720230012	LUONG JENNIFER M	1928 10TH	1485	792.25
00900720230013	JERRY & LORRAINE HUANG LIVING	1930 10TH	1485	792.25
00901130160001	DEBRA L ROTH TRUST	432 T	649	288.68
00901130160002	MARK A/THERESA	430 T	1306	580.91
00901130160003	MAY FAMILY TRUST	428 T	1306	580.91
00901130160004	SALTER DIANA M/DAVID A MILLER	426 T	750	333.60
00901130160005	RUSSELL BEN WADE/LAURA LYNN	424 T	640	284.67
00901130160006	PARSONS REBECCA LORENE	422 T	1306	561.71
00901130160007	COLEMAN AFSHIN/LAMAIA	420 T	1306	561.71
00901130160008	RYAN PATRICIA M	418 T	649	288.68
00901130290001	TRAINOR WILLIAM P/LAURISA S	416 T	1306	580.91
00901130290002	CRANDALL-BEAR JOANNE/DALE	414 T	1306	580.91
00901130290003	OSBORN JULIA K/ROBERT B	408 T	1410	606.44
00901130290004	COAN GRACE I	406 T	993	441.69
00901130290005	JOAN W GILBERT REVOCABLE	404 T	1019	453.25
00901130290006	DELSON SAM A	410 T	1051	452.04
00901130290007	AURIEMMA JASON/ANN MARIE	412 T	1410	606.44
00901130290008	DAVID L MANDEL REVOCABLE	440 T	1410	606.44
00901130290009	GOLDBERG LOAIZA TRUST	442 T	1051	452.04
00901130290010	APODACA YOLANDA	444 T	1051	452.04
00901130290011	MAGAVERN WILLIAM/SARA S	446 T	1410	606.44
00901130290014	DONALD L KNUTSON TRUST	2004 5TH	1051	452.04
00901130290015	CLANCY SEAN/AMY J	2008 5TH	1410	606.44
00901130290016	KASHMIRI MOHAMMAD N/KATIE A	438 T	1306	561.71
00901130290017	ELSEA MEGAN/PAUL TRUDEAU	436 T	1306	561.71
02202900170000	SACRAMENTO CITY UNIFIED	5201 STRAWBERRY	0	0.00
02202900200000	PARADISE MISSIONARY BAPTIST	5240 MARTIN LUTHER KING	0	0.00
02301520280000	VANG SAM/SONG	5051 STONER	1108	907.45
02301520290000	CARMONA GONZALI NORMA	5061 STONER	1108	907.45
02301520300000	DESILVA LISA J/PATRICK	5071 STONER	1108	950.66
02301520310000	SWEITZER LORRIE J	5081 STONER	1108	950.66

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
**Special Tax Roll**

Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
02301520320000	POSAS JOANNE P	5091 STONER	1108	950.66
02301520330000	PARKS RANDY/KAREN	5050 STONER	1136	930.38
02301520340000	ELLEDGE DANIELLE/ERIC	5060 STONER	1208	893.32
02301520350000	OROZCO FRANCISCO/MARIA	5090 STONER	1210	894.80
02301520380000	OKAZAKI JANE	5065 64TH	1368	1173.74
02301520390000	FUNES RUTH A	5069 64TH	1210	894.80
02301520400000	BADILLO ALEJANDRO	5094 STONER	1210	894.80
02301520410000	MOUA LAO/THUY M VUONG	5098 STONER	1210	894.80
02301520420000	PARSONS JANICE MAEM/MICHAEL	5095 STONER	1210	894.80
02301520430000	ANGENENT SAMUEL V	5099 STONER	1210	894.80
02301630260000	EWING JORDAN W/KELSI B KIMBLE	5351 64TH	680	518.98
02603000380000	FLOREZ SAMMY S/DENISE F	5730 MARTIN LUTHER KING	0	0.00
02700520050000	PHONG ENTERPRISE LLC	5650 BELLEVIEW	4637	2473.84
03500100550000	CITY OF SACRAMENTO	6432 PARK VILLAGE	0	0.00
03500100560000	CITY OF SACRAMENTO	PARK VILLAGE	0	0.00
03500100570000	CITY OF SACRAMENTO	PARK VILLAGE	0	0.00
03503800010000	GIBSON ERIN M	5900 PARK VILLAGE	1753	1453.59
03503800020000	PATRICK T OBRIEN/ELIZABETH D	5906 PARK VILLAGE	1975	1637.67
03503800030000	WOODFORK LINDA/ADRIAN	5912 PARK VILLAGE	2207	1830.04
03503800040000	MACIEL ANTHONY/CHERYL A	5918 PARK VILLAGE	1574	1305.16
03503800050000	TERAMOTO SEAN	5924 PARK VILLAGE	2679	1961.89
03503800060000	HUNT JEFFERY/PAMELA	5930 PARK VILLAGE	2650	1866.53
03503800070000	GRIFFIN IAN	5936 PARK VILLAGE	2774	2300.20
03503800080000	HE CHIAN/TERRENCE B OHLER	5942 PARK VILLAGE	2207	1830.04
03503800090000	VALERIE C COLLINS REVOCABLE	5948 PARK VILLAGE	1753	1453.59
03503800100000	DIANE M MATTHEWS FAMILY TRUST	5954 PARK VILLAGE	2894	2068.85
03503800110000	EBBERT BRIAN S/IRENE VILLARRUZ	5960 PARK VILLAGE	2177	1805.17
03503800120000	GREGORY/KIMBERLEE BEYRER	5966 PARK VILLAGE	2650	1866.53
03503800130000	KATO MARIA A	5972 PARK VILLAGE	1975	1637.67
03503800140000	WHITFIELD DAGGS NINA L	5978 PARK VILLAGE	2774	2300.20
03503800150000	CITY OF SACRAMENTO	PARK VILLAGE	0	0.00
03503900010000	XING WEI/BRENDA	5984 PARK VILLAGE	2894	2068.85
03503900020000	PHYLLIS M BEYRER LIVING TRUST	5990 PARK VILLAGE	2207	1830.04
03503900030000	HAKIM CORNELIS M/CHITRA K	5996 PARK VILLAGE	2774	2300.20
03503900040000	PHUNG V HOANG TRUST	6002 PARK VILLAGE	2894	2068.85
03503900050000	ROMO GREGORIO JR	6008 PARK VILLAGE	1975	1637.67
03503900060000	LEYVA GUILLERMO/MARTHA	6014 PARK VILLAGE	2774	2300.20
03503900070000	MORISAWA KEVIN T/LURDES L	6020 PARK VILLAGE	2251	1866.53
03503900080000	SANCHEZ DEBBIE	6026 PARK VILLAGE	2207	1830.04
03503900090000	GUTIERREZ ERIK/VICTORIA	6032 PARK VILLAGE	2679	1961.89
03503900100000	FONG FAMILY TRUST	6038 PARK VILLAGE	2894	2068.85
03503900110000	CARRASCO VERONICA	18 SHADY PARK	1574	1305.16

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
**Special Tax Roll**

Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
03503900120000	WALLENIOUS JESSICA J	17 SHADY PARK	1753	1453.59
03503900130000	BAJORIN MURPHY FAMILY TRUST	11 SHADY PARK	2177	1805.17
03503900140000	YEE GENIE	5 SHADY PARK	2207	1830.04
03503900150000	WOO EDWIN/JENNIFER	4 PARK TREE	1975	1637.67
03503900160000	NGUYEN HOANG A/THU M	10 PARK TREE	2207	1830.04
03503900170000	CHAN KARL K/KATHRYN N	16 PARK TREE	2774	2300.20
03503900180000	YEE ELLEN	17 PARK TREE	1975	1637.67
03503900190000	HAVEY PAUL R/GRISELDA	11 PARK TREE	2774	2300.20
03503900200000	CHANG ROLAND/DENISE TAM	5 PARK TREE	2894	2068.85
03503900210000	OSBORN PHILLIP/JENNIFER	6 PARK BROOK	1975	1637.67
03503900220000	SHIJO DEBORAH N	12 PARK BROOK	2207	1917.44
03503900230000	ALTARE CRAIG R/HEATHER R	18 PARK BROOK	2774	2300.20
03503900240000	GREELEY NATHANIEL R/DARYL S	19 PARK BROOK	2894	2068.85
03503900250000	BAREFIELD ANN M	15 PARK BROOK	1975	1637.67
03503900260000	IBARRA ROBERT M/VICKI T	7 PARK BROOK	2207	1917.44
03504000010000	MELISSA ODANIEL TRUST	1511 43RD	1753	1523.01
03504000020000	NAGAO SETSUKO/KEIKO	1501 43RD	1574	1367.49
03504000030000	CHUK SUM C/JACKY	1491 43RD	1975	1715.88
03504000040000	WONG TIMOTHY LEO/MORENA	1490 43RD	2177	1805.17
03504000050000	LEUNG FAMILY TRUST/STANLEY	1500 43RD	1753	1453.59
03504000060000	PEREZ SALVADOR/BLANCA	1510 43RD	1574	1305.16
03504000070000	LEE ERIC/CECILIA W	4 HERITAGE PARK	2650	1866.53
03504000080000	UMEMOTO KEITH K/PAULA A	10 HERITAGE PARK	2774	2300.20
03504000090000	PIEDRA SULLIVAN MERCEDES	16 HERITAGE PARK	1975	1637.67
03504000100000	VIEN WILLIAM	17 HERITAGE PARK	2774	2300.20
03504000110000	MAC CHI V/CIEN L D	11 HERITAGE PARK	2207	0.00
03504000120000	TOY LIVING TRUST	5 HERITAGE PARK	2894	2068.85
03504000130000	CARLSON FAMILY TRUST	6 ZOOLANDER	2207	1830.04
03504000140000	SOOHOO FAMILY TRUST	12 ZOOLANDER	2894	2068.85
03504000150000	REYES RAMON S JR/DAISY M GEE	18 ZOOLANDER	2774	2300.20
03504000160000	GREER FAMILY LIVING TRUST	19 ZOOLANDER	2177	1891.38
03504000170000	SAELEE KALVIN E/MUANG K	15 ZOOLANDER	1975	1637.67
03504000180000	MORRIS LOU E	7 ZOOLANDER	2177	1805.17
03504000190000	JAMES P/LAURA M ENGLANDER	2 HIDDEN PARK	1975	1637.67
03504000200000	KIM V KELSEY REVOCABLE TRUST	8 HIDDEN PARK	2774	2300.20
03504000210000	MAR DEAN H	12 HIDDEN PARK	2894	2068.85
03504000220000	2017 2 IH BORROWER LP	15 HIDDEN PARK	2774	2300.20
03504000230000	WATKINS SANDRA LEE	7 HIDDEN PARK	1753	1453.59
03504000240000	E V GARCIA 2011 REVOCABLE	1 HIDDEN PARK	2650	1866.53
03504000250000	JEW DARREN E/CHING	4 LAND VIEW	2894	2068.85
03504000260000	DENNIS L & KAREN S GEYER	10 LAND VIEW	1753	1453.59
03504000270000	GEE LESTER	16 LAND VIEW	2177	1805.17



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
**Special Tax Roll**

Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
03504000280000	EASTON RONALD/LATRENDIA	17 LAND VIEW	2650	1866.53
03504000290000	SOTO OLIVIA NOEL/MANUEL	6300 PARK VILLAGE	2207	1830.04
03504000300000	2021 JULIET MARIE RICE	6306 PARK VILLAGE	1975	1637.67
03504000310000	WEITZMAN DANIEL CHARLES/RANDI	6312 PARK VILLAGE	2894	2068.85
03504100010000	SHIMAZU STEPHANIE K/BRIAN P	6318 PARK VILLAGE	2774	2300.20
03504100020000	GARLICK LORIE E	6324 PARK VILLAGE	2207	1830.04
03504100030000	FERGUSON WILLIAM M JR/MAY	6330 PARK VILLAGE	2774	2300.20
03504100040000	WINARDI RICKY	6336 PARK VILLAGE	2495	2068.85
03504100050000	MATSUMOTO JAY T/SAMANTHA M	6342 PARK VILLAGE	2207	1830.04
03504100060000	MICHAEL REYES TRUST 2004	6348 PARK VILLAGE	2251	1866.53
03504100070000	GUTIERREZ FAMILY TRUST	6354 PARK VILLAGE	2774	2300.20
03504100080000	MACALUSO ANITA M	6360 PARK VILLAGE	1753	1453.59
03504100090000	ALEXANDER ELIZABETH S/NORMAN	6366 PARK VILLAGE	2177	1805.17
03504100100000	HOLLAND TONI M	6372 PARK VILLAGE	1975	1715.88
03504100110000	SERRATO JOSE/LETICIA	6378 PARK VILLAGE	2650	1955.67
03504100120000	VANEGAS ROBERTO	6384 PARK VILLAGE	2207	1917.44
03504100130000	WONG KATHY Y	6390 PARK VILLAGE	1753	1523.01
03504100140000	SULLIVAN KATHLEEN A	6396 PARK VILLAGE	2679	2055.58
03504100150000	MACALUSO ROBERT A	6402 PARK VILLAGE	1975	1715.88
03504100160000	VALLEJO SALVADOR/LILIA	6408 PARK VILLAGE	2177	1891.38
03504100170000	CURLETTE MATTHEW	6414 PARK VILLAGE	2207	1917.44
03504100180000	DIANA GIN REVOCABLE LIVING	6420 PARK VILLAGE	1753	1523.01
03504100190000	GONZALES ELISA	6426 PARK VILLAGE	1975	1715.88
03800510430000	GARCIA EMILY/MANUEL O ELIZALDE	6090 71ST	1956	1601.96
03800510440000	SOU MIMI	6084 71ST	2081	1753.86
03800510450000	VO THU	6076 71ST	2105	1774.09
03800510460000	VONG HIN TRONG	6060 71ST	1750	1433.25
03800510470000	YOUNG ROBERT/STEVE T	7121 GIFT	2105	1730.31
03800510480000	YU LI XIAO/WEYMAN LY	7131 GIFT	2105	1730.31
03800510490000	SAECHAO YAO V/KOY S	7141 GIFT	2105	1691.58
03800510500000	LAM MUOI/DIANE LUONG	7151 GIFT	2105	1730.31
03800510510000	NGUYEN NANCY Y N T/ROSIE T/NGA	7150 ROTELLA	1878	1543.71
03800510520000	KHADIM ALI M/BUSHRA MOHSIN	7140 ROTELLA	2105	1691.58
03800510530000	BUI JESSICA	7100 ROTELLA	1601	1316.02
03800510540000	THONG QUAY A	7090 ROTELLA	1878	1509.16
03800510550000	PHONCHANTHASONE SOUKANE	7080 ROTELLA	1956	1601.96
03800510560000	AHMED FATUMA H/SAID YIMER	7070 ROTELLA	1956	1601.96
03800510570000	NGU WAMI L	7069 ROTELLA	1503	1230.96
03800510580000	SAECHAO LUANG FINH/IAN CHUE	7079 ROTELLA	1956	1648.52
03800510590000	SAECHAO BOBBY F/LINDA F/TOM L	7091 ROTELLA	1750	1474.90
03800510600000	SAETEUN NAI C/KAO C/KOW ORN	7099 ROTELLA	1878	1509.16
03800530010000	TRUONG SUONG PHAT	7198 ROTELLA	1809	1419.16

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03800530020000	PRASAD CHANDKA	7192 ROTELLA	1227	986.02
03800530030000	LEE JENNY	7184 ROTELLA	1878	1543.71
03800530040000	WANG NAN	6021 71ST	1503	1230.96
03800530050000	THONG RICKY	6031 71ST	1750	1433.25
03800530060000	LAU AGNES/KENNY TUYEN/MIKE H	6041 71ST	1750	1433.25
03800530070000	ESQUEDA MARIA A	6051 71ST	1503	1230.96
03800530080000	BUI COURTNEY T	7183 GIFT	1879	1503.20
03800530090000	SU JASON HING	7191 GIFT	1809	1419.16
03800530100000	HUANG SHENG HUA/MEI W LI	7199 GIFT	1795	1408.18
03800540010000	LI AN QI/YING J TAN	7167 ROTELLA	1878	1543.71
03800540020000	HO CHRISTOPHER C/FANNY S	7175 ROTELLA	1878	1543.71
03800540030000	VOONG MACK NHAT	7183 ROTELLA	1878	1543.71
03800540040000	NINH MARY	7191 ROTELLA	1878	1543.71
03800540050000	YANG SUN S	7199 ROTELLA	1878	1473.29
03800540060000	LE LINH N	7151 ROTELLA	2105	1691.58
03800540070000	LE NGOC A/MAN A NGU	7159 ROTELLA	2105	1774.09
03800550020000	LAY SOI CHI	7198 GIFT	1601	1255.98
03800550030000	LEE MOUA/ANDY	7192 GIFT	1466	1150.08
03800550040000	TRAN SAM	7184 GIFT	1466	1150.08
03800550050000	LEE CHRISTOPHER CHENG/YANG	7176 GIFT	1207	969.95
03800550060000	CHEN BANGWEN	7168 GIFT	1202	942.97
03800550070000	LUC TRUNG HUY	7201 LEMON HILL	2105	1724.00
03800550080000	SAETERN OU SHIENG	7305 LEMON HILL	2105	1724.00
03800550090000	YE SUKI LIANG	6080 BELLEVIEW	2105	1724.00
03800550100000	WONG CARISSA	6090 BELLEVIEW	1750	1433.25
03800550110000	YULAN XU/CAI F LUONG	6091 71ST	1956	1648.52
03800550120000	HUANG FU	6081 71ST	2105	1774.09
03800550130000	ANDREW HUYNH REVOCABLE	6071 71ST	2105	1774.09
03800550140000	NGUY MARVIN V/ROSE VO	6061 71ST	1750	1474.90
03801110480000	PHILLIP N CHANG LIVING TRUST	6870 LEMON HILL	1800	1446.48
03801110490000	SU JASON/JOEY	6880 LEMON HILL	2222	1842.48
03801110500000	ASHOK MANJULA W	5 BRYCE	1655	1263.10
03801110520000	RAND FAMILY TRUST	6 BRYCE	2200	1824.24
03801110530000	MEHMI SANTOKH/NARESH PAL	6160 FRANCINE	1545	1342.30
03801110540000	TANG PAUL PHON A	6166 FRANCINE	1545	1342.30
03801110550000	TANG PAUL P A/PAUL P A	6172 FRANCINE	1545	1289.92
03801110560000	TANG PAUL PHON A	6178 FRANCINE	1545	1289.92
03801110570000	LEE ANDY T	6179 FRANCINE	1545	1342.30
03801110580000	TANG PAUL PHON A	6173 FRANCINE	1545	1342.30
03801110590000	TANG PAUL PHON A	6167 FRANCINE	1545	1342.30
03801110600000	TANG PAUL PHON A	6161 FRANCINE	1545	1351.10
03801210520000	SAECHAO FOU/TORN	6101 LEMON BELL	2000	1716.00

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03801210530000	HUYNH TOM TAN/NHUNG THI	6107 LEMON BELL	2000	1716.00
03801210540000	VASQUEZ ROSA ELIA/VIANNEY	6111 LEMON BELL	2171	1862.72
03801210550000	PHAN LINDA K	6117 LEMON BELL	1960	1605.24
03801210560000	GIANG LUONG/KATHERYN CHINH	6121 LEMON BELL	2171	1778.05
03801210570000	TSAN DAN	6125 LEMON BELL	2171	1862.72
03801210580000	AU SANDRA B/ERIC T L CHAN	6129 LEMON BELL	2000	1716.00
03801210590000	ZHEN PANG SHI	6133 LEMON BELL	2000	1716.00
03801210600000	LUONG REVOCABLE LIVING TRUST	6137 LEMON BELL	1516	1300.73
03801210610000	HOANG SU D/WEI M XU	6141 LEMON BELL	1645	1411.41
03801210620000	KHAN TASNEEM	6145 LEMON BELL	2171	1862.72
03801210630000	AMANDA HOMES INC	6149 LEMON BELL	2000	1716.00
03801210640000	FENG GUANG ZI	6153 LEMON BELL	2171	1862.72
03801210650000	NGUYEN DIEN VAN	6157 LEMON BELL	2171	1862.72
03801210660000	LY ALBERT/MAY	6161 LEMON BELL	2000	1716.00
03801210670000	LO MICHAEL/MI	6165 LEMON BELL	2000	1658.40
03801210680000	LY ANH B/HOA THE	6169 LEMON BELL	2171	1862.72
03801210690000	HUYNH SIMON T/SUSAN LUU	6173 LEMON BELL	2000	1716.00
03801210700000	HANSON JULIE K	6177 LEMON BELL	2171	1862.72
03801210710000	MAI VINCE	6181 LEMON BELL	1960	1681.68
03801210720000	CHAN MINDY M/JIMMY	6185 LEMON BELL	2000	1716.00
03801210730000	FENG YAN XIU	6189 LEMON BELL	2171	1862.72
03801210740000	LAM CHI H/KHANH H	6193 LEMON BELL	2000	1716.00
03801210750000	HUYEN TRAN REVOCABLE TRUST	6197 LEMON BELL	2171	1862.72
03801210760000	M MEDINA PROPERTIES LLC	6196 LEMON BELL	2171	1862.72
03801210770000	WANG BO	6192 LEMON BELL	1960	1605.24
03801210780000	MONG QUAN C/HANLEE	6188 LEMON BELL	1960	1605.24
03801210790000	HUYNH VIVIAN	6184 LEMON BELL	1960	1605.24
03801210800000	LEE TRUST	6180 REALI	2000	1716.00
03801210810000	DING PINGPING	6176 REALI	2000	1716.00
03801220010000	REYES-ANGELES JUAN M/RINA	6168 LEMON BELL	2000	1716.00
03801220020000	NEWMAN RON/NGOC NGA THI DO	6164 LEMON BELL	2171	1862.72
03801220030000	VONG VAN/VIVIAN HONG	6160 LEMON BELL	2171	1778.05
03801220040000	ESTEBAN CHOY	6156 LEMON BELL	1960	1605.24
03801220050000	YU JIANMING	6152 LEMON BELL	2172	1778.87
03801220060000	SAECHAO CHOYORN/NAI C SAELEE	6144 LEMON BELL	1960	1681.68
03801220070000	LE AMIE	6136 LEMON BELL	2171	1862.72
03801220080000	VO CHRYSYNE T	6128 LEMON BELL	2171	1862.72
03801220090000	SAEPHAN CHENG K/MEY S	6120 LEMON BELL	1960	1605.24
03801220100000	WU PETER C/JULIE LAM	6110 LEMON BELL	2171	1862.72
03801220110000	HUYNH PHUC KIM/SONG PHUC THI	6106 LEMON BELL	2000	1716.00
03801220120000	LEE THAI/YER MOUA	6100 LEMON BELL	1960	1605.24
03801220130000	MHL INVS INCORPORATED	7320 LEMON HILL	0	0.00

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04002500530000	THAO CHEE	6245 FOWLER	1200	941.40
04002500540000	PIEN CHRISTIAN	6247 FOWLER	1200	941.40
04002500550000	SAETEUNE KIAM FOU	6249 FOWLER	1200	941.40
04002500560000	LUONG JOHNNY T	6251 FOWLER	1200	941.40
04002700010000	HIN MUI P	7380 ELDER CREEK	2234	1752.57
04002700020000	SINGH ASHISH/ASHIKA	7390 ELDER CREEK	2234	1752.57
04002700030000	SINGH GURCHAMAN	6400 COUGAR	2234	1752.57
04002700040000	SAELEE FAHM C/WEUN TINH LEE	6406 COUGAR	1889	1481.92
04002700050000	NGUYEN PHAT	6412 COUGAR	1889	1481.92
04002700060000	SAEVANG KAO/CHIO HIN	6418 COUGAR	2234	1752.57
04002700070000	DUI DINH A	7391 KRISHNA	1446	1134.39
04002700080000	DU MARY CHUN/SAM SHU/SEAN CHI	7381 KRISHNA	1547	1213.62
04002700090000	LEE RONNIE W	7371 KRISHNA	1889	1481.92
04002700100000	SAETEURN JIAM YOUN/MAN ORN	7370 KRISHNA	2234	1836.35
04002700110000	CACH PHAN A	7380 KRISHNA	2234	1752.57
04002700120000	PHON QUANG/HUNG/XAI	7390 KRISHNA	1889	1481.92
04002700130000	DIEU THIEU V	6450 COUGAR	2234	1752.57
04002700140000	LEW LISA	6456 COUGAR	1889	1481.92
04002700150000	PRAKASH SASHI/RAVENDRA	6462 COUGAR	1889	1481.92
04002700160000	SAECHAO MEUY	6468 COUGAR	2234	1752.57
04002700170000	VOONG KHIENG S	7381 RADHA	1889	1481.92
04002700180000	KUMAR RATNESH	7371 RADHA	2234	1752.57
04002700190000	LIN CHRIS CHU JIE	7361 RADHA	2234	1836.35
04002700200000	CHANDRA KAMAL	7360 RADHA	1547	1213.62
04002700210000	SAETEURN CHIEW CHIEM/RICKY	7370 RADHA	2234	1752.57
04002700220000	TERN CHUN YONG/CHAN TING	7380 RADHA	1889	1481.92
04002700230000	SAETERN CHAN L/MAY C SAETEURN	7390 RADHA	2234	1752.57
04002700240000	DUONG HAI V/SANG V	7398 RADHA	2234	1752.57
04100430110000	VO TUAN V/LOAN K	2751 HING	1222	903.67
04100430120000	VO HUNG V/HANG T M	2761 HING	1222	903.67
04100430130000	VO LAI VAN/LAN/TUAN/DAN THI	2771 HING	1571	1161.75
04100430140000	LEELA SINGH TRUST	6866 CARNATION	1260	931.77
04100430150000	KWONG NORRA	6870 CARNATION	1260	931.77
04100440170000	LALA BHAG C/RATTAN K CHANDRA	2790 HING	1373	1047.87
04100440180000	SOLORIO ESTHER RAMOS	2780 HING	1425	1087.56
04100440190000	TANG LENA L/SAMUEL	2770 HING	1940	1480.61
04100440200000	DOMINIC FAMILY TRUST	2760 HING	1222	932.63
04100440210000	LE DAY T/SIA V TIEU	2750 HING	1222	932.63
04100630240000	DANDRIDGE FAMILY TRUST	7001 27TH	1910	821.49
04100630250000	SAECHAO TAWN S	2714 57TH	1132	837.11
04100630260000	HERNANDEZ OCTAVIANO	2724 57TH	1144	873.10
04100650050000	ROY/LAI PING T/JEN-A-LOOI	7009 CARNATION	1203	918.13

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04100650060000	SINGH CHANDAR D/SARLA D	7005 CARNATION	1203	918.13
04100650070000	SINGH MUKUD L	7001 CARNATION	1596	718.54
04100650080000	LUI JANSON CHUN YIN/MEI Y LI/KIT C	6905 CAL VALLEY	1824	850.68
04100650090000	HUTCHINS RANDY LEE/PATRICIA H	6901 CAL VALLEY	1433	1093.67
04100650100000	DUONG QUOC DAT	7020 CANYON TREE	2234	0.00
04100650110000	MA LI CHAO	7016 CANYON TREE	1432	1092.90
04100650120000	CEN JIN RUI/YUE XIAN MA	7012 CANYON TREE	1432	1107.65
04100650130000	YU GUANHUA	7008 CANYON TREE	1432	1107.65
04100650140000	HUANG QI PING	7002 CANYON TREE	1847	1409.63
04100650150000	LAMBA NIPPY S	7000 CANYON TREE	1847	1409.63
04100660140000	SPANN CARL/FRANCIS S	2851 LOCK	2234	1704.99
04100660150000	PHAN LINDA K	2861 LOCK	2234	1704.99
04100660160000	CHU DENNIS A/LINDA N	2871 LOCK	2234	1704.99
04100660170000	CAKAU LINDA/ALIPATE M	7050 INDIAN	2234	1704.99
04100660180000	MCCLAIN RHEBA	7046 INDIAN	2234	1704.99
04100660190000	VUE CHAI/GERRI C YANG	7042 INDIAN	2234	1704.99
04100660200000	YANG CHOU P/BEE V	7038 INDIAN	1847	1409.63
04100660210000	VANG GRACE	7034 INDIAN	2234	1704.99
04100660220000	2018 3 IH BORROWER LP	7030 INDIAN	2234	1704.99
04100660230000	CAI DIANA/JIM	2858 YREKA	1847	1409.63
04100660240000	ROMO MARTHA RANGEL/JOSE E	2854 YREKA	2234	1704.99
04100660250000	KUMAR SATISH/KAMLESH	2850 YREKA	2234	1728.00
04100660260000	PHAN LINDA K	2826 YREKA	2234	1704.99
04100660270000	DU JOHN ZHENG/SAIFANG YANG	2838 YREKA	2234	0.00
04100670010000	AU DAVID/ERICA LUC	7001 CANYON TREE	1847	1409.63
04100670020000	LEE BLONG/BLIA YANG	7005 CANYON TREE	1847	1409.63
04100670030000	ELAINE KWONG LIVING TRUST	7009 CANYON TREE	1432	1092.90
04100670040000	CHIN GIM O	7013 CANYON TREE	1500	1144.80
04100670050000	HUANG JIAN Q/HAOHAO	7017 CANYON TREE	1847	1409.63
04100670060000	LEYCO CABALFIN MARIA	7021 CANYON TREE	2234	1704.99
04100730180000	NAND AVIKASH/KAVITA	2500 LOCK	1750	1501.50
04100730190000	SAETERN LIEW YAO/SEN YAO	2510 LOCK	1749	1372.09
04100730200000	BERTALAN HERMAN LIVING TRUST	7111 25TH	1570	1231.67
04100730210000	PRASAD JAGDISH	2520 LOCK	1785	1400.33
04100730220000	SINGH NEELAM/RONESH/SURAN	2530 LOCK	1785	1400.33
04100730230000	SAEYANG BOUNCHONG	2540 LOCK	1785	1400.33
04100760010000	LI FUZHOU	2501 LOCK	1750	1501.50
04100760020000	LEE JIN WANG/JIN WANG	2511 LOCK	1749	1372.09
04100760030000	HER SHIRLEY/BEE XIONG	7051 25TH	1385	1086.53
04100760040000	PRAKASH ASHISH/SHIRI D	2521 LOCK	1785	1400.33
04100760050000	WATI DREMILA/SUBHAS CHAND	2531 LOCK	1785	1400.33
04100760060000	VUE SO	2541 LOCK	1785	1400.33

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04100760070000	THAO MAI Y/CHA VANG/MARLEI	2551 LOCK	1785	1400.33
04100760080000	JU JULIE K/DONALD S/KAM P	2561 LOCK	1785	1400.33
04700130110000	CITY OF SACRAMENTO	7290 24TH	0	0.00
04802600350000	CITY OF SACRAMENTO	CASA LINDA	0	0.00
04802700010000	AYANA GEMECHU K/DESSIFTU T	7711 ADDISON	2506	2191.50
04802700020000	LEE ZJAY C/PAM M	7719 ADDISON	2189	1914.28
04802700030000	TINH DINH REVOCABLE TRUST	7725 ADDISON	2506	2191.50
04802700040000	SOTELO ALVIN R	7731 ADDISON	1695	1482.28
04802700050000	CARIDAD ALVIN	7737 ADDISON	2289	2001.73
04802700060000	LEE LEE P/LY SHOU V XONGCHAO	7743 ADDISON	2506	2191.50
04802700070000	MARQUEZ MICHELLE U	7749 ADDISON	1504	1315.25
04802700080000	ROBINSON	7744 ADDISON	1695	1482.28
04802700090000	AGDIGOS MARYBEL F/ROLANDO G	7738 ADDISON	2506	2191.50
04802700100000	RAJ RADHIKA DEV/SURAJ BHAN	7732 ADDISON	1695	1482.28
04802700110000	KUANG WAYNE/SUE YU	7720 ADDISON	2189	1914.28
04802700120000	CHA LINDA/MONG HER	7714 ADDISON	2506	2191.50
04802700130000	AHMAD FAIZAN/FAIZAN	7708 ADDISON	1695	1482.28
04802700140000	VUE VANG CHIA	7702 ADDISON	2289	2001.73
04802700150000	YU HIU L/STEVEN HARRIS	7692 ADDISON	1695	1482.28
04802700160000	PORTACIO ANGELE	7690 ADDISON	2506	2191.50
04802700170000	WANG-CHAO CHUN TRUST	7684 ADDISON	1504	1315.25
04802700180000	SARELLANO CESAR H/ELIZABETH	7678 ADDISON	2289	2001.73
04802700190000	YEE KEN HAN	7672 ADDISON	2506	2191.50
04802700200000	SY JANIE	7666 ADDISON	2289	2001.73
04802700210000	PRASAD ROVILA	7660 ADDISON	1695	1482.28
04802700220000	KANYAVONG SICHAN/KANYAVONG	7654 ADDISON	2189	1914.28
04802700230000	HUANG WILLIAM/TRACY Z	7648 ADDISON	2289	2001.73
04802700240000	KHABRA HARIQBAL/KAMALJIT	7642 ADDISON	2506	2191.50
04802700250000	MARTIN AKIMA	7636 ADDISON	1504	1315.25
04802700260000	MOHAMMED FAIAZ S/JASMIN F INUS	7630 ADDISON	2289	2001.73
04802700270000	MASSEY MARIA A	7621 ADDISON	2506	2191.50
04802700280000	ALI SAHEEN/SHAZMEEN	7615 ADDISON	2506	2191.50
04802700290000	HU GUANGHUI	7607 ADDISON	1504	1315.25
04802700300000	HANG PHUNG M/THUAN M	7601 ADDISON	2289	2001.73
04802700310000	VANG SHOUA/MO CHA	2250 CASA LINDA	2506	2191.50
04802700320000	PUNGAN RACHEL TAGATAC	2240 CASA LINDA	2289	2001.73
04802700330000	LOR TOUA/KHOUA	2230 CASA LINDA	1504	1315.25
04802700340000	DIMEL UGOCHUKWU G	2220 CASA LINDA	2289	2001.73
04802700350000	CUDJOE EKOW YARTEL/THERESE A	7543 MUIRFIELD	1695	1482.28
04802700360000	ORTEGA CECILIA	7548 MUIRFIELD	2289	2001.73
04802700370000	CHAND ROHINI/HARISH	7544 MUIRFIELD	1695	1482.28
04802700380000	2018 3 IH BORROWER LP	7540 MUIRFIELD	2506	2191.50

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04802700390000	ROSS TONIA	7536 MUIRFIELD	1695	1482.28
04802700400000	KEOPANYA	7532 MUIRFIELD	2289	2001.73
04802700410000	NGUYEN THY M	7528 MUIRFIELD	1695	1482.28
04802700420000	LEE JUDITH/KOU	7524 MUIRFIELD	2506	2191.50
04802700430000	CHANG ASHLEY CHING	7520 MUIRFIELD	2289	2001.73
04802700440000	JONES ERIC A/ERICKA	7521 MUIRFIELD	1695	1482.28
04802700450000	VANG TOU H	7525 MUIRFIELD	1504	1315.25
04802700460000	XIE ETHAN Z	7529 MUIRFIELD	2289	2001.73
04802700470000	LESTER R/MARTHA L MCQUILLON	7533 MUIRFIELD	1695	1482.28
04802700480000	SHARMA NITESH/VIKASHNI	7537 MUIRFIELD	2506	2191.50
04802700490000	STERNAGLE DAVID P/MARILYN	7541 MUIRFIELD	1695	1482.28
04802700500000	XIONG KAYING/VA CHANG/SOUA	2221 CASA LINDA	2506	2191.50
04802700510000	TRAN PHU	2231 CASA LINDA	1695	1482.28
04802700520000	SAECHAO CHENG JOY/NAI FONG	2241 CASA LINDA	2289	2001.73
04802700530000	DIGGS ADRIANE	2251 CASA LINDA	1695	1482.28
04802700540000	VANG MAI Y/SUE YANG	7564 ADDISON	2506	2191.50
04802700550000	BAUTISTA VICTOR M/LILIA M	7558 ADDISON	1504	1315.25
04802700560000	XABANDITH CONNIE	7552 ADDISON	2289	2001.73
04802700570000	RAY REBECCA/REBECCA RAY	7546 ADDISON	1695	1482.28
04802700580000	YANG LINDA	7540 ADDISON	2506	2191.50
04802700590000	GENG YAN L	7537 ADDISON	1695	1482.28
04802700600000	CITY OF SACRAMENTO	MEADOWVIEW	0	0.00
04802700610000	CITY OF SACRAMENTO	MEADOWVIEW	0	0.00
04802700620000	CITY OF SACRAMENTO	ADDISON	0	0.00
04802700630000	CITY OF SACRAMENTO	ADDISON	0	0.00
04900500220000	SACRAMENTO REGIONAL TRANSIT	MEADOWVIEW	0	0.00
04900710020000	SACRAMENTO REGIONAL TRANSIT	MEADOWVIEW	0	0.00
04905700010000	BUZZ OATES LLC/BUZZ OATES	7543 WAINSCOTT	0	0.00
04905700020000	BUZZ OATES LLC/BUZZ OATES	7555 WAINSCOTT	0	0.00
04905700030000	BUZZ OATES LLC/BUZZ OATES	3251 ELLWOOD	0	0.00
04905700040000	BUZZ OATES LLC/BUZZ OATES	7595 WAINSCOTT	0	0.00
04905700050000	BUZZ OATES LLC/BUZZ OATES	3230 ELLWOOD	0	0.00
04905700060000	BUZZ OATES LLC/BUZZ OATES	3231 ELLWOOD	0	0.00
04905700070000	CITY OF SACRAMENTO	7540 WAINSCOTT	0	0.00
04905800010000	WELDEKIDAN YONAS H	32 LOMA VERDE	1395	0.00
04905800020000	DHANOTA FAMILY REVOCABLE	26 LOMA VERDE	1686	0.00
04905800030000	JACKSON CAROLYN LORRAINE	20 LOMA VERDE	1395	0.00
04905800040000	MALISHUK VICTOR	14 LOMA VERDE	1395	1273.64
04905800050000	GHILARDUCCI JANE/LIDIYA	8 LOMA VERDE	1395	1273.64
04905800060000	WATSON WALTER E	2 LOMA VERDE	1395	1273.64
04905800070000	SHARMA NEERAJ/PRIYANKA	3212 LOMA VERDE	1395	1335.02
04905800080000	LANIGAN BELLZORA/PARTRENIA	3206 LOMA VERDE	1395	1317.02

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04905800090000	BRADFORD CALIPH JR	7516 HITHER	1395	1258.01
04905800100000	ABAYA MARIBES	7512 HITHER	1258	1203.91
04905800110000	HERNANDEZ JOSE LUIS SOUSA	7508 HITHER	1033	988.58
04905800120000	JAMES TIFFANY	7504 HITHER	1258	1203.91
04905800130000	GONZALEZ ANTONIA/SALVADOR	7500 HITHER	1395	1335.02
04905800140000	KOROI SENILOLI/SHOBHNA PRASAD	7496 HITHER	1258	1203.91
04905800150000	YOUNG LINA B/MICHELLE C	7492 HITHER	1686	1613.50
04905800160000	NGUYEN GIANG N/HUNG V TRUONG	7486 HITHER	1280	1293.31
04905800170000	SURIGAO WYCLIFFE P	7480 HITHER	1258	1203.91
04905800180000	SMITH KATHY ROSE	7474 HITHER	1395	1258.01
04905800190000	YEUNG ENOCH/PRISCILLA	3215 WATER MILL	2247	0.00
04905800200000	GUTIERREZ ELENA/ELENA ANGEL	3221 WATER MILL	2962	0.00
04905800210000	WILLIAMS JACKSON ERIC	3227 WATER MILL	1686	0.00
04905800220000	ROBERT/ELISA PEREZ JR FAMILY	3233 WATER MILL	2562	0.00
04905800230000	YUAN 2009 TRUST	3239 WATER MILL	2203	0.00
04905800240000	NYONG ODISA	3245 WATER MILL	2247	1959.38
04905800250000	IP CHOK YAN	3251 WATER MILL	1686	0.00
04905800260000	JACOBS ANTHONY L	3257 WATER MILL	2203	1921.02
04905800270000	YU PUI HA	3263 WATER MILL	2036	0.00
04905800280000	BRITTON JALEESA D	3269 WATER MILL	1686	1539.32
04905800290000	HE JIAN JUN/MEI HONG LIANG	3275 WATER MILL	1686	1520.43
04905800300000	ZENG ZHI F	3281 WATER MILL	2036	1836.06
04905800310000	AGUILAR EMMA G/GERARDO A	3287 WATER MILL	1686	1520.43
04905800320000	DIXON KAMALA K	3293 WATER MILL	1033	988.58
04905800330000	ENCARNACION RIC B	7477 GEORGICA	1258	1244.29
04905800340000	KUMAR ASHEENAL/ARTI S	7479 GEORGICA	1258	1244.29
04905800350000	SITU CHUNHUA/HAIWEI JIANG	7481 GEORGICA	1033	1021.74
04905800360000	WANG WEIBO/XUJUAN XIONG	7485 GEORGICA	1258	1244.29
04905800370000	TRAN ANDREA	7487 GEORGICA	1686	1667.62
04905800380000	HE XIUPING/CHAOWEN JIANG	7489 GEORGICA	2036	2013.81
04905800390000	RAMOS ADAN A/GEORGINA AMADOR	7491 GEORGICA	1686	1667.62
04905800400000	BAILEY PATRICIA A	7493 GEORGICA	1258	1244.29
04905800410000	TAVITAS RODNEY A	7495 GEORGICA	1686	1667.62
04905800420000	TASKER ALEXANDER M/MAKYELA G	7501 GEORGICA	1258	1244.29
04905800430000	NAND FAMILY TRUST	7503 GEORGICA	1033	975.26
04905800440000	FELICES JOVELYN/ROBERT R	7505 GEORGICA	1228	1159.35
04905800450000	DESILVA SURANGANIE J	7507 GEORGICA	1686	1591.75
04905800460000	KHAN NADEEM I	7509 GEORGICA	1258	1187.68
04905800470000	ROGERS JAMILAH	7511 GEORGICA	2036	1836.06
04905800480000	WILSON MEGAN	7515 GEORGICA	1258	1187.68
04905800490000	BARAJAS REGINO	7517 GEORGICA	1686	1520.43
04905800500000	NARAIN CHANDRA K/PADUM LATA	7519 GEORGICA	1258	1187.68



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04905800510000	JIMENEZ ELIDA C	7521 GEORGICA	1686	1520.43
04905800520000	SHARMA VIKASH/RADHIKA RAI	7523 GEORGICA	2036	1836.06
04905800530000	INGRAM STEVEN D/TANAIRI	7525 GEORGICA	1686	1520.43
04905800540000	CALVILLO VERONICA J	7527 GEORGICA	1258	1134.46
04905800550000	TUPAZ DIPIKA K/RONALD	7529 GEORGICA	1686	1520.43
04905800560000	THAO N LY/MAI	7533 GEORGICA	1258	1203.91
04905800570000	DACLAN TRINH T/JOHN	7530 GEORGICA	1693	1633.41
04905800580000	BEJAR RAMCHAND S/PAULINE C	7528 GEORGICA	1258	1187.68
04905800590000	MAMENGO MICHAEL JAN	7526 GEORGICA	1686	1520.43
04905800600000	NGO DAVID	7524 GEORGICA	2036	1836.06
04905800610000	AGRAWAL PRAMOD	7522 GEORGICA	1258	1187.68
04905800620000	LUM JENNIFER ANN	7520 GEORGICA	1279	1265.06
04905800630000	SCOGNAMIGLIO JOSEPH J	7518 GEORGICA	1258	1244.29
04905800640000	PRASAD RISHI/KAVITA	7516 GEORGICA	1258	1244.29
04905800650000	PRASAD KIRTESH	7512 GEORGICA	2036	1922.19
04905800660000	CALDERON MARISA J	7510 GEORGICA	1258	1187.68
04905800670000	ROY MICHELLE S	7508 GEORGICA	1033	975.26
04905800680000	BECERRIL DANIEL A/MARTHA BLAS	7504 GEORGICA	1686	1591.75
04905800690000	SINGH DEVESHNI/SHANEEL	7502 GEORGICA	2036	1922.19
04905800700000	CHA KAO	7500 GEORGICA	1258	1187.68
04905800710000	GANT EFFIE B	7496 GEORGICA	1033	975.26
04905800720000	SAECHAQ LENA K	7492 GEORGICA	1686	1591.75
04905800730000	DEO SURUJ	7488 GEORGICA	1258	1187.68
04905800740000	PRASAD SATISH/SONIL	7484 GEORGICA	2036	1922.19
04905800750000	TRAN VIEN U	7483 WAINSCOTT	1258	1187.68
04905800760000	OSTRIOGLO VASIL/RICA	7487 WAINSCOTT	1033	975.26
04905800770000	WILLIAMS DARNELL	7491 WAINSCOTT	1258	1187.68
04905800780000	REGINALD/CHARLENE BENNETT	7495 WAINSCOTT	1686	1591.75
04905800790000	RAJESH KUMAR TRUST	7501 WAINSCOTT	1258	1244.29
04905800800000	VELASQUEZ RIYADH G/DENVER G	7503 WAINSCOTT	1258	1244.29
04905800810000	CHO KOOK	7505 WAINSCOTT	1033	1021.74
04905800820000	HUGHES COURTNEY N	7507 WAINSCOTT	1258	1244.29
04905800830000	JIANG QI B	7509 WAINSCOTT	1686	1667.62
04905800840000	LY HUYEN T	7511 WAINSCOTT	1258	1134.46
04905800850000	NASHEA JACKSON REVOCABLE	7515 WAINSCOTT	1033	988.58
04905800860000	VALMORES ADRIAN DIZON/ALEXIS	7517 WAINSCOTT	1258	1244.29
04905800870000	GOUNDAN MUNI N/YASHODA DEVI	7519 WAINSCOTT	1686	1667.62
04905800880000	GROSS DARIES D/KATHY SMITH	7521 WAINSCOTT	2562	2344.74
04905800890000	SHEN ZHI JIANG	7523 WAINSCOTT	2010	1839.55
04905800900000	CHUNG STANLEY/CHUNG FAMILY	7525 WAINSCOTT	1849	1692.20
04905800910000	LE NAM THAI/NGUYET QUE L TRAN	7527 WAINSCOTT	1686	1543.03
04905800920000	CALDERON EDILBERTO C/IRENE C	7529 WAINSCOTT	1033	943.13

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04905800930000	CITY OF SACRAMENTO	7501 HITHER	0	0.00
04905800940000	CITY OF SACRAMENTO	38 LOMA VERDE	0	0.00
04905900030000	SINGH PARVIN/SHAREEN S KUAR	7384 TISDALE	2036	1874.75
04905900040000	LIU XIUJIAN	7388 TISDALE	1258	1158.37
04905900050000	ANAND PREETIKA/NILKANT N LAL	7392 TISDALE	2036	1874.75
04905900060000	ANITA K SINGH 2015 REVOCABLE	7396 TISDALE	1033	951.19
04905900070000	TRAN VUI V/LOAN T	7400 TISDALE	1258	1158.37
04905900080000	NEELY LEONARD/TIFFANI GRIMES	7404 TISDALE	1693	1558.91
04905900090000	MCKENZIE IRIS M	7408 TISDALE	1033	951.19
04905900100000	LUM FRANKLIN	7412 TISDALE	1693	1558.91
04905900110000	KISHORE SHALVIN SURESH/SHOMAL	7416 TISDALE	2036	1874.75
04905900120000	KAUR SATWINDER/RAM LAKHBIR	7420 TISDALE	1258	1158.37
04905900130000	CAYABYAB JEFFREY R/JUDY Z	7424 TISDALE	1033	951.19
04905900140000	BANNERMAN JOSEPHINE Y/ALFRED	7428 TISDALE	1693	1558.91
04905900150000	ALLEN AMBROSIA/BERNARD JR	7432 TISDALE	2036	1874.75
04905900160000	ALI ZOHEB/ALI FARINA	7436 TISDALE	1258	1158.37
04905900170000	NGUYEN LOC V	7440 TISDALE	1693	1558.91
04905900180000	REYNALDO V GASPAR LIVING	7444 TISDALE	1033	951.19
04905900190000	HER CHU/MICHAEL L WILLIAMS	7448 TISDALE	1258	1158.37
04905900200000	HUA CHAN HUE/DAN CHI	7452 TISDALE	1693	1558.91
04905900210000	NARESH RAM/USHA LATA	7456 TISDALE	2036	1874.75
04905900220000	CHANG ELIZABETH/ZANG THAO	7460 TISDALE	1258	1158.37
04905900230000	PITTMON MABEL	7464 TISDALE	1033	951.19
04905900240000	HOANG HENRY G	7468 TISDALE	1258	1158.37
04905900250000	ALI SAIYAZ/NISHA SONAL	7472 TISDALE	1686	1552.47
04905900260000	HE ZHENGYANG	7476 TISDALE	2036	1874.75
04905900270000	MADDEN EDWARD C/LINDA F	7480 TISDALE	1033	951.19
04905900280000	THOMAS ELOIS/STEVEN	7443 GEORGICA	1618	1489.85
04905900290000	ZOSA JUVIE/ANTHONY	7447 GEORGICA	1693	1558.91
04905900300000	HANIF MOHAMMED S/YASHMIN N ALI	7451 GEORGICA	1258	1158.37
04905900310000	LEDWARD LAKISHA	7479 TISDALE	1033	951.19
04905900320000	THOMPSON TARA L	7475 TISDALE	1258	1158.37
04905900330000	YANG JACKSON	7471 TISDALE	2036	1874.75
04905900340000	CHIEM HELEN T M/VINH V VO	7467 TISDALE	1258	1158.37
04905900350000	SAGAR KAUSHAL R/ALKABEN R	7463 TISDALE	1686	1552.47
04905900360000	SAELEE JENNY	7459 TISDALE	2036	1874.75
04905900370000	LIE GUOGEN/YANHUA ZHANG	7455 TISDALE	1258	1158.37
04905900380000	LIN CHUNMEI/HAILONG	7451 TISDALE	1693	1558.91
04905900390000	CELESTINE ROSELLA C	7447 TISDALE	2036	1874.75
04905900400000	PERUMAL PETHURAJ/PETHURAJ	7443 TISDALE	1693	1558.91
04905900410000	VO TRISH	7453 HITHER	1033	996.64
04905900420000	MENDOZA JORGE R/MARIA G	7457 HITHER	1693	1633.41

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04905900430000	LIU DANDAN	7461 HITHER	1258	1213.72
04905900440000	FRIERSON JULIUS	7465 HITHER	2036	1964.33
04905900450000	VONG ZHENGCHANG/LAM H DAM	7469 HITHER	1033	996.64
04905900460000	URIBE JULIA	7470 HITHER	2036	1964.33
04905900470000	KO CHIH/ZHUOQI S	7466 HITHER	1258	1213.72
04905900480000	CHEUNG JACSICA	7462 HITHER	2036	1964.33
04905900490000	CHAN CATHERINE	7458 HITHER	1258	1158.37
04905900500000	MURRAY MARK J/MIRANDA J	7454 HITHER	1033	951.19
04905900510000	JIA XIAODONG	7405 TISDALE	2036	1874.75
04905900520000	FOSTON BERNARD M/NETTIE	7401 TISDALE	1693	1558.91
04905900530000	CONTRERAS PEDRO/PEDRO	7397 TISDALE	1258	1158.37
04905900540000	GRIFFITH MARK	7393 TISDALE	1033	951.19
04905900550000	SHAIKH MOHAMMED FAHED/FAIZAN	7389 TISDALE	2036	1874.75
04905900560000	DORADO JOSE M/YENY L	7385 TISDALE	1693	1558.91
04905900570000	WANG JIAN	7381 TISDALE	2036	1874.75
04906000010000	GARRETT CHERYL GRACE	7453 GEORGICA	2036	1874.75
04906000020000	JAMILAHA FORREST REVOCABLE	7457 GEORGICA	1693	1558.91
04906000030000	LEE ERNEST T JR	7461 GEORGICA	1258	1158.37
04906000040000	ROSE SANDRA	7465 GEORGICA	2036	1874.75
04906000050000	MONTERO ANGELICA/MARTIN R	7469 GEORGICA	1693	1558.91
04906000060000	KARIM SOBIRAN/ROHANI ROHANI	7473 GEORGICA	1033	951.19
04906000070000	TRUONG CAM	3264 TORRANCE	1033	1021.74
04906000080000	JAVILLONAR ROGELIO	3260 TORRANCE	1693	1674.55
04906000090000	SANDY DANIEL ABDURAMA/ISATU	3256 TORRANCE	2036	2013.81
04906000100000	HEREDIA JAVIER/CORY L KENNEDY	3252 TORRANCE	1258	1244.29
04906000110000	MAO QUI THUY	3248 TORRANCE	1693	1674.55
04906000120000	LEE YE	3244 TORRANCE	1258	1244.29
04906000130000	EDDINGS GLENN J	3240 TORRANCE	2036	2013.81
04906000140000	RODRIGUEZ VERONICA	3236 TORRANCE	1693	1674.55
04906000150000	AGUILAR GALINDO DIANA V	3232 TORRANCE	1258	1244.29
04906000160000	BAO SAN	3228 TORRANCE	2036	2013.81
04906000170000	PRYOR JOSHUA DANIEL/TAYLOR	3224 TORRANCE	1693	1674.55
04906000180000	VONG ZHENGCHANG/HONG	3220 TORRANCE	2036	2013.81
04906000190000	YI WOO Y	3216 TORRANCE	1033	1021.74
04906000200000	KUAR SUSHIL J/RAVNESH SINGH	3221 TORRANCE	2036	1874.75
04906000210000	SONI ANUPKUMAR D/HARITA	3225 TORRANCE	1258	1158.37
04906000220000	HE RUI L	3229 TORRANCE	1693	1558.91
04906000230000	SEUTHSANITH YOM/LUIS PINA	3233 TORRANCE	2036	1874.75
04906000240000	DENG SHINUO	3237 TORRANCE	1258	1158.37
04906000250000	MOLINA NATALEE	3241 TORRANCE	1693	1558.91
04906000260000	MESFIN THEODROS	3245 TORRANCE	2036	2013.81
04906000270000	AQUILIZAN MARIA MONICA	3249 TORRANCE	1258	1244.29

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04906000280000	FUNG MICHAEL W/SUSAN S	3253 TORRANCE	1033	1021.74
04906000290000	NJOROGE/WANGUI LIVING TRUST	3257 TORRANCE	1693	1674.55
04906000300000	REYNOLDS WILLIAM R/CLAUDIO L	3261 TORRANCE	1258	1244.29
05200100910000	CITY OF SACRAMENTO	1900 EXPEDITION	0	0.00
05200100920000	CITY OF SACRAMENTO	1900 EXPEDITION	0	0.00
05200100930000	CITY OF SACRAMENTO	RICHFIELD	0	0.00
05200100940000	CITY OF SACRAMENTO	RICHFIELD	0	0.00
05202100010000	GARCIA ARMANDO/LUZ MARINA	2026 JOHN STILL	2177	1483.62
05202100020000	COOPER MARSHA/WILLIAM	2032 JOHN STILL	2713	2357.05
05202100030000	NGAN HONG/MUI NHI PHO	2038 JOHN STILL	2833	2026.91
05202100040000	SAECHAO NAI	2044 JOHN STILL	2713	2357.05
05202100050000	NGUYEN HIEN HUY/LUCINDA PUI HA	2114 JOHN STILL	1404	993.53
05202100060000	JERRANISHA J THOMAS	2120 JOHN STILL	1260	864.12
05202100070000	SANDHU FAMILY TRUST	2126 JOHN STILL	2713	2265.08
05202100080000	ASADA DEBBIE/FRANK	2132 JOHN STILL	2333	1947.82
05202100090000	SOFIZADA ABDUL/HAFIZA S	2138 JOHN STILL	1777	1483.62
05202100100000	SHARMA RAMESH/SHINKU	2142 JOHN STILL	2177	1543.86
05202100110000	DOBSON ALZETTEA E/MICHELLE M	2146 JOHN STILL	2208	1918.31
05202100120000	BAUTISTA TERESITA NARAG/KAREN	2150 JOHN STILL	2713	2357.05
05202100130000	CHICA GRACE/RONALD	2154 JOHN STILL	3009	2614.22
05202100140000	RIVERA VIOLETA/RENATO F	2158 JOHN STILL	2445	2124.22
05202100150000	SINGH CHANDPRAKAS	2162 JOHN STILL	2713	2357.05
05202100160000	SEEN VUTHY/LISA SOU	2166 JOHN STILL	2333	2026.91
05202100170000	SANCHEZ FELIPE	2170 JOHN STILL	3009	2614.22
05202100180000	CHANDRA HARISH/SASHI	2174 JOHN STILL	2177	1543.86
05202100190000	SY FEN D/CHANG Y ZHONG	2178 JOHN STILL	2713	2357.05
05202100200000	RAMIREZ DIANE	2182 JOHN STILL	2177	1543.86
05202100210000	THACH VANNY	2186 JOHN STILL	2713	2357.05
05202100220000	SERRATO JUAN C/MARYBEL	2190 JOHN STILL	2713	2357.05
05202100230000	MAYS CHARLES/TERESA DIANE	7723 BETH	1638	1423.09
05202100240000	VUE SIA	2185 JOHN STILL	2190	1563.84
05202100250000	PRASAD BOBBY	2179 JOHN STILL	2833	2026.91
05202100260000	DIMAANO ARBEN R/MA VICTORIA C	2173 JOHN STILL	2713	2357.05
05202100270000	VANG LAURA M/JESSE S XIONG	280 HEMFORD	3009	2614.22
05202100280000	PETRENKO VICTOR/TATYANA	110 HEMFORD	2833	2026.91
05202100290000	HER TOUA/CHANG M VANG	111 HEMFORD	2445	2124.22
05202100300000	LE LINH T	7741 SWEETBRIER	1638	1423.09
05202100310000	FONG KENT	7742 SWEETBRIER	2190	1563.84
05202100320000	KUAR SUSHIL/RAVNESH SINGH	2121 JOHN STILL	1302	1131.18
05202100330000	ZHU FAMILY REVOCABLE TRUST	2111 JOHN STILL	2190	1563.84
05202100340000	HAN DEREK S/VICKY	7758 MANORSIDE	1638	1423.09
05202100350000	2017 1 IH BORROWER LP	2029 BONAVIDA	1302	1131.18

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05202100360000	PRASAD LIVING TRUST	7752 MANORSIDE	2190	1563.84
05202100370000	TANG SUIXIANG	7746 MANORSIDE	1638	1423.09
05202100380000	NGUYEN SON/THUY LAM	7740 MANORSIDE	2190	1563.84
05202100390000	OCEGUEDA ALFREDO	7734 MANORSIDE	1638	1423.09
05202100400000	VANG MAO/XEE	7728 MANORSIDE	2190	1563.84
05202100410000	2017 1 IH BORROWER LP	7722 MANORSIDE	1638	1423.09
05202100420000	LI HAI T/LINH N NGUYEN	7716 MANORSIDE	2190	1563.84
05202100430000	MACK EVANA L	7708 MANORSIDE	1638	1423.09
05202100440000	CHA YING/NAI S SAEFONG	7707 MANORSIDE	1800	1563.84
05202100450000	QUACH THANG/KIEU NGUYEN	7715 MANORSIDE	1302	1131.18
05202100460000	GEE MAY Y/BING J LIU/ZHI Y	7721 MANORSIDE	2190	1563.84
05202100470000	BACHILLER CATHERINE	7727 MANORSIDE	1638	1423.09
05202100480000	FLORES ROBERTO/MANUEL	7733 MANORSIDE	2190	1563.84
05202100490000	RODRIGUEZ SALLY ANN/ANDREA	7739 MANORSIDE	1638	1423.09
05202100500000	KOLOAMATANGI VEISINIA/HOPOATE	7745 MANORSIDE	2190	1902.67
05202100510000	VANGSHONG LINDA C	7736 SWEETBRIER	2190	1563.84
05202100520000	BRAZELTON MAISEO	7730 SWEETBRIER	1638	1423.09
05202100530000	NGHIEM JOHN	7724 SWEETBRIER	2190	1563.84
05202100540000	USHA SINGH LIVING TRUST	7718 SWEETBRIER	1638	1423.09
05202100550000	PRASAD PREM L	7712 SWEETBRIER	2190	1563.84
05202100560000	THAO OLIVIER N/OLIVIER N	7706 SWEETBRIER	2190	1563.84
05202100570000	SAGASTUME JOSE O	7705 SWEETBRIER	2190	1563.84
05202100580000	MANUGO BRYAN	7711 SWEETBRIER	1638	1423.09
05202100590000	HUANG SALLY C/MIKE WANG	7717 SWEETBRIER	2190	1563.84
05202100600000	YU GUOQUANG/YALIU SU/WEIJUN	7723 SWEETBRIER	2190	1563.84
05202100610000	PEREZ JOSE F MARTINEZ/DINORA	7729 SWEETBRIER	1302	1131.18
05202100620000	VALLADARES ENRIQUE R/SEIDI J	7735 SWEETBRIER	2190	1563.84
05202100630000	VANG AI	121 HEMFORD	2177	1891.38
05202100640000	DONG DUNG	131 HEMFORD	2833	2026.91
05202100650000	CHANG CHIA/CHAR VUE	141 HEMFORD	2833	2026.91
05202100660000	ALTAMIRA RITA D	151 HEMFORD	2208	1918.31
05202100670000	BORAK ENGINEERING INC	161 HEMFORD	2833	2026.91
05202100680000	HEARN RICK R	171 HEMFORD	2751	2390.07
05202100690000	KUANG WAYNE R	181 HEMFORD	2713	2357.05
05202100700000	FONG LAURA T/MAY K	191 HEMFORD	2177	1543.86
05202100710000	AMANZE DIALA/ODIKIPIRIBIA	201 HEMFORD	2445	2124.22
05202100720000	MENG XINGHUI	211 HEMFORD	2713	2357.05
05202100730000	TABBS JULIUS (EST OF)/MARIE M	221 HEMFORD	2751	2390.07
05202100740000	MARTIN MARY A	231 HEMFORD	2208	1918.31
05202100750000	BAEZ JUAN M	241 HEMFORD	2208	1918.31
05202100760000	FERNANDEZ ARSENIO/AURORA F	251 HEMFORD	2713	2357.05
05202100770000	ROJAS RODRIGO	261 HEMFORD	2751	2390.07

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05202100780000	GLENDIA F HELDRIS REVOCABLE	270 HEMFORD	2445	2124.22
05202100790000	XAYABANHA	260 HEMFORD	3281	2850.53
05202100800000	HER YA/LENG CHANG	250 HEMFORD	3281	2850.53
05202100810000	SAETERN SUU/ROXIE SAEVANG	160 HEMFORD	2943	2556.88
05202100820000	YANG CHENG/LANG	150 HEMFORD	2445	2124.22
05202100830000	BHUIE CAMIE	130 HEMFORD	2981	2589.89
05202100840000	SINGH HARBINDER	120 HEMFORD	3653	2850.53
05202100850000	KAM TANG	7718 BETH	1638	1423.09
05202100860000	CASILLAS LETICIA/MARIO	7712 BETH	2527	1867.92
05202100870000	ZHU YAN X/SHU G LIANG	7706 BETH	1638	1423.09
05202100880000	ISLAM NAZBUN NISHA	7700 BETH	2190	1563.84
05202100890000	SAETEURN LU C/CATHY VANG	7705 BETH	2190	1563.84
05202100900000	KAZI AZIZ AHMAD/SHUGUFA	7711 BETH	2527	2195.46
05202100910000	CHEN MEIFANG/JUN JIE TAN	7717 BETH	1302	1131.18
05202200010000	FUNG HA FUNG TRUST	1910 JOHN STILL	1638	1367.57
05202200020000	RAM ANEETA	1916 JOHN STILL	1302	1087.04
05202200030000	CHAVEZ ANA M	1922 JOHN STILL	2190	1502.82
05202200040000	HABIBVAND JACK	1928 JOHN STILL	1638	1367.57
05202200050000	LI XIAO L/SHAOBIN LIN	1934 JOHN STILL	2190	1502.82
05202200060000	SHARMA JANE/SAURABH	1940 JOHN STILL	1638	1367.57
05202200070000	THR CALIFORNIA LP	1946 JOHN STILL	1302	1087.04
05202200080000	LAI DONGQUAN	1952 JOHN STILL	1638	1367.57
05202200090000	LAURA SHIRLEY REVOCABLE TRUST	1958 JOHN STILL	1712	1487.39
05202200100000	TSANG RICHARD C/PENELOPE L	1964 JOHN STILL	1638	1131.18
05202200110000	GUAN XIAO H/ZHEN Y YU	1970 JOHN STILL	1800	1423.09
05202200120000	CASTER JERDEAN	1976 JOHN STILL	1260	864.12
05202200130000	XIAO JINSHENG/LAN HUANG	1982 JOHN STILL	1404	864.12
05202200140000	YAN REN MIN	2002 JOHN STILL	2716	2267.59
05202200150000	TY CHHUO	2008 JOHN STILL	2445	2237.66
05202200160000	JAVED TIEPU	2014 JOHN STILL	2716	2359.66
05202200170000	FLORES SOPHIA D	2020 JOHN STILL	3508	3047.75
05202200180000	YANG CHENG Y/LISA C LIANG	2028 BONA VISTA	2190	1563.84
05202200190000	ROJERO JOSE MANUEL	4 MACCAN	2190	1563.84
05202200200000	CASO LISA	11 MACCAN	1260	899.21
05202200210000	KUANG YU Q/TING H YU	5 MACCAN	1190	1033.87
05202200220000	JACKSON SHELTON	7875 CALDONIA	1260	899.21
05202200230000	TAGLE DANIEL GOMEZ	7881 CALDONIA	1404	1033.87
05202200240000	KUMAR ANSHU	1941 JOHN STILL	1404	1033.87
05202200250000	PARKER FAMILY REVOCABLE TRUST	1935 JOHN STILL	1260	899.21
05202200260000	SINGH NITIN/RAJENDAR/NIRMALA	1929 JOHN STILL	2190	1563.84
05202200270000	BEVIKA SINGH REVOCABLE TRUST	1923 JOHN STILL	1638	1423.09
05202200280000	LIANG JIN ZHI	1917 JOHN STILL	2190	1563.84

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05202200290000	LARREA MARTA	1911 JOHN STILL	1302	1131.18
05202200300000	JACKSON ELOISE	7864 CALDONIA	1260	899.21
05202200310000	BLACKMAN KHYRA	7858 CALDONIA	1404	1033.87
05202200320000	2017 1 IH BORROWER LP	19 HASBRO	1302	1131.18
05202200330000	CHEN XINGWEN/YUANHUA XIA	25 HASBRO	1638	1423.09
05202200340000	TAN JAMES E H/MOIRA R SISWOYO	31 HASBRO	2190	1563.84
05202200350000	TRUONG DANH/DANH TRAN	30 HASBRO	1638	1423.09
05202200360000	GUAN LISA	24 HASBRO	1302	1131.18
05202200370000	TAN TERRENCE	18 HASBRO	2190	1563.84
05202200380000	SHIRO CARMEN Y	12 HASBRO	1260	899.21
05202200390000	TANGA RENATA STEWART LIVING	6 HASBRO	1404	1033.87
05202200400000	TRAN BACH/CHI QUE THI TRUONG	1944 BONAVIDA	1638	1423.09
05202200410000	2018 2 IH BORROWER LP	1938 BONAVIDA	2190	1563.84
05202200420000	SINGH SUBASH C/MOHINI L	1926 BONAVIDA	2190	1563.84
05202200430000	TRAN TY	1918 BONAVIDA	1302	1131.18
05202200440000	TRAN BINH/MY DUONG	1910 BONAVIDA	1638	1423.09
05202200450000	PRAKASH ANGELINE	1900 BONAVIDA	2190	1563.84
05202200460000	AUGSBURY KENNETH D/KATHRYN R	7751 19TH	1302	1131.18
05202200470000	KWONG DAVID/KWAI MUI	7757 19TH	1638	1423.09
05202200480000	LI YONG H/FENG MEI JIANG/SHERRY	7763 19TH	2190	1563.84
05202200490000	LO FAMILY TRUST	7769 19TH	1638	1423.09
05202200500000	KUMAR ALVIN A/KUMAR SHERON S	7775 19TH	2190	1563.84
05202200510000	WONG VING CHI/BANG YAN FU/SING	7781 19TH	1638	1423.09
05202200520000	CASTILLO OSCAR SAUL	7782 19TH	1302	1131.18
05202200530000	CHEN MENGXI	7776 19TH	1638	1423.09
05202200540000	KUANG WAYNE/SUE CUI ZHU YU	7770 19TH	2190	1563.84
05202200550000	ROMERO JUAN	7764 19TH	1638	1423.09
05202200560000	CHAND MONITA/PRAVEEN	7758 19TH	1302	1131.18
05202200570000	VANG PAI/PANG VUE	7752 19TH	2190	1563.84
05202200580000	IH3 PROPERTY WEST LP	7746 19TH	2190	1563.84
05202200590000	TAM CHEE WAH/CINDY XIAO YU CUI	7740 19TH	1638	1423.09
05202200600000	RODRIGUEZ LIVING TRUST	7734 19TH	1302	1131.18
05202200610000	WU ZHINENG	7728 19TH	1302	1131.18
05202200620000	XU LE H/ZUO H WU	7722 19TH	1638	1423.09
05202200630000	ALEXANDER MICHAEL	1907 BONAVIDA	1260	899.21
05202200640000	ZHOU SU JIAN	1901 BONAVIDA	1404	1033.87
05202200650000	TSE WAI L A/YAU L	1915 BONAVIDA	2190	1563.84
05202200660000	JEFFREY F/SHANNON C SOLOMON	1921 BONAVIDA	1302	1131.18
05202200670000	SIGALA REYES H/MONICA B LOPEZ	1927 BONAVIDA	1638	1423.09
05202200680000	AMIN NEENA/ANANT	1933 BONAVIDA	1638	1423.09
05202200690000	CHANDRA HARISH/SASHI L	1939 BONAVIDA	2190	1563.84
05202200700000	MAHARAJ SMITA	1945 BONAVIDA	1302	1131.18

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05202200710000	AVILA FAMILY TRUST	1951 BONA VISTA	2190	1563.84
05202200720000	BHARAT BHUSHAN/MANJU	1957 BONA VISTA	1638	1423.09
05202200730000	JING/FEI FAMILY TRUST	1963 BONA VISTA	1302	1131.18
05202200740000	BARBARA A MOORE 2015	1969 BONA VISTA	2190	1563.84
05202200750000	HAU MINDY	1975 BONA VISTA	1638	1423.09
05202200760000	VASTI SOPHIA/JASON BENGCO	1981 BONA VISTA	1302	1131.18
05202200770000	2017 1 IH BORROWER LP	1987 BONA VISTA	2190	1563.84
05202200780000	LAI WEI Q/MIN B TANG	1993 BONA VISTA	1638	1423.09
05202200790000	TAN JUNHONG/KEVIN	1999 BONA VISTA	1800	1563.84
05202200800000	CHANDRA ATINESH/ASHA LATA	2005 BONA VISTA	1638	1423.09
05202200810000	CHEN ANDREW H/DORIS	2011 BONA VISTA	1302	1131.18
05202200820000	LI HONG TI/XUE XING JIANG/LEO LI	2017 BONA VISTA	2190	1563.84
05202200830000	CHEN YANNA	2023 BONA VISTA	1638	1423.09
05202200840000	PHAN ANTHONY	2022 BONA VISTA	1638	1423.09
05202200850000	MEJIA ALEJANDRO P/MARISOL	2016 BONA VISTA	1302	1131.18
05202200860000	MWZ & ASSOCIATES LLC	2010 BONA VISTA	1638	1423.09
05202200870000	ZHENG JIANMIN/JENNY Q LEE	2004 BONA VISTA	2190	1563.84
05202200880000	EBOJO JENNIFER	1980 BONA VISTA	2190	1563.84
05202200890000	ALI SHAMSHAD/RAJESH KUMAR	1974 BONA VISTA	1638	1423.09
05202200900000	LUU THOMAS	1968 BONA VISTA	2190	1563.84
05202200910000	WHITE SHARON J	1962 BONA VISTA	1638	1423.09
05202200920000	LEI/MEI FAMILY TRUST	1958 BONA VISTA	1302	1131.18
05202200930000	DIXON KASHINA	1954 BONA VISTA	1260	899.21
05202200940000	HERCULES BLANCA E	1950 BONA VISTA	1404	1033.87
05202200950000	NGUYEN TU D/LANCHI T	7851 CALDONIA	1638	1423.09
05202200960000	WONG SAM	7857 CALDONIA	1302	1131.18
05202200970000	NG JACK L/VICKI C XIE M	7863 CALDONIA	2190	1563.84
05202200980000	LAL NEERAV M	7869 CALDONIA	1638	1423.09
05202200990000	GUERRA JESUS JR/JESUS SR	17 MACCAN	1638	1423.09
05202201000000	TINAH YEE 2013 REVOCABLE TRUST	23 MACCAN	2190	1563.84
05202201010000	RUSAN SIGHETI DANIELA C/SORIN	22 MACCAN	1638	1423.09
05202201020000	GUZMAN JOSE A/MARIA	16 MACCAN	2190	1563.84
05202201030000	HSIUNG W CHEN/WAIYIN LOUIE	10 MACCAN	1638	1423.09
05202300010000	THIND PRITAM/GURDEEP KAUR	111 HIGHFIELD	2751	2390.07
05202300020000	FENG MIAO Z/YU J HUANG	121 HIGHFIELD	2177	1543.86
05202300030000	REYNOLDS JOHN	131 HIGHFIELD	3281	2850.53
05202300040000	YANG JASMINE	141 HIGHFIELD	2208	1918.31
05202300050000	LAO JAMIE/THAI VANG	151 HIGHFIELD	2177	1543.86
05202300060000	NAINGGOLAN DAVID S/JOHANNA	161 HIGHFIELD	1777	1543.86
05202300070000	KAUR BALJEET	171 HIGHFIELD	3009	2614.22
05202300080000	GUAN YONG JIAN	181 HIGHFIELD	2177	1543.86
05202300090000	ANJETTER/ROOSEVELT SULLEN JR	191 HIGHFIELD	2208	1918.31



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05202300100000	METLENKO LEONID/LYUBOV/VITALIY	201 HIGHFIELD	2208	1918.31
05202300110000	XIAO CHU FAMILY TRUST	211 HIGHFIELD	2177	1543.86
05202300120000	CHAMPAPHONVILAY BOUNLIENG	221 HIGHFIELD	2445	2124.22
05202300130000	PRASAD SASHI P	231 HIGHFIELD	2177	1543.86
05202300140000	DAYAG-WONG MARIBELLE	241 HIGHFIELD	2445	2124.22
05202300150000	KHORN CHAN/KANHA PHON	251 HIGHFIELD	2208	1918.31
05202300160000	DEO CHANDRA/ROSHNI D	261 HIGHFIELD	2713	2357.05
05202300170000	SUNDAR BIPEND	271 HIGHFIELD	2208	1918.31
05202300180000	KAUR JATINDER/KULWANT SINGH	281 HIGHFIELD	2833	2026.91
05202300190000	TRAN HAI/SEN	291 HIGHFIELD	3009	2614.22
05202300200000	BARBARA JEAN MCCULLOUGH	301 HIGHFIELD	2208	1918.31
05202300210000	HEWITT JASON A	311 HIGHFIELD	2833	2026.91
05202300220000	VANG LEE/THAO LEE/SAN	321 HIGHFIELD	2713	2357.05
05202300230000	BURNHAM SOO	331 HIGHFIELD	2208	1918.31
05202300240000	KHAN SHABIR/ASMA	341 HIGHFIELD	3009	2614.22
05202300250000	ELLIS SHEILA	351 HIGHFIELD	1260	899.21
05202300260000	EASTER PATRICK/TINA	361 HIGHFIELD	1404	1033.87
05202300270000	MARTIN KONSTANCE/MARY	340 HIGHFIELD	2482	2156.36
05202300280000	AGUILAR ZELMAN ROJO/ETAL	330 HIGHFIELD	1260	864.12
05202300290000	AVERY LATRESE	320 HIGHFIELD	1404	993.53
05202300300000	THAO SIA	17 CORTNEY	3281	2739.31
05202300310000	LIN BEN MIN PIN/ANNIE MEI LIN	23 CORTNEY	2445	2041.33
05202300320000	MAHARAJ NATIN/SUKHBINDER	29 CORTNEY	3009	2512.21
05202300330000	CAI FAMILY TRUST	35 CORTNEY	3009	2512.21
05202300340000	PHANTHAI PHILLIP/VICKY P	18 CORTNEY	2716	2267.59
05202300350000	RANGEL ARTHUR JR	12 CORTNEY	1260	864.12
05202300360000	ANEES AHMAD F G	6 CORTNEY	1404	993.53
05202300370000	LAL SACHINDRA/SUNITA DEVI	220 HIGHFIELD	2833	2026.91
05202300380000	CHARLES N/BETTY H FONG	210 HIGHFIELD	2445	2124.22
05202300390000	THAO VON/CINDY YANG	200 HIGHFIELD	2713	2357.05
05202300400000	PENA RANDALL D JR	190 HIGHFIELD	3009	2614.22
05202300410000	MANI PARMILA D/RAYMOND R RAJ	180 HIGHFIELD	2177	1543.86
05202300420000	VUE ALICE/TONG	170 HIGHFIELD	2177	1543.86
05202300430000	NGUYEN DUC T	160 HIGHFIELD	2177	1543.86
05202300440000	MALHOTRA SADHNA/APARNA	150 HIGHFIELD	3281	2850.53
05202300450000	LEONG DAVID M/MEI MEI CHU	140 HIGHFIELD	2177	1543.86
05202300460000	SHARMA JYOTI K/SARALA	7823 MANORSIDE	1404	1033.87
05202300470000	TRAN BIEN	7829 MANORSIDE	1260	899.21
05202300480000	NEAL GUY/TERRYLEE	7841 MANORSIDE	3281	2614.22
05202300490000	PRASAD DHIRENDRA/AMRISHA R	7847 MANORSIDE	2177	1543.86
05202300500000	LAM QUACH LIVING TRUST 2014	7855 MANORSIDE	2833	2026.91
05202300510000	TAYLOR RAYMOND/GEMMA GLORY	7861 MANORSIDE	2716	2359.66

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05202300520000	MCCLAIN LARVIN P/WENDY M	7867 MANORSIDE	2208	1918.31
05202300530000	LIN CHUN	7873 MANORSIDE	2482	2156.36
05202300540000	MARTINEZ VELEZ DAMIEN J/VELEZ	7879 MANORSIDE	2833	2026.91
05202300550000	YANG KOUA GEOFFREY/CHUOA	7889 MANORSIDE	2013	1748.89
05202300560000	CARROLL ANNA	7895 MANORSIDE	1260	899.21
05202300570000	YEOMAN KURT	7899 MANORSIDE	1404	1033.87
05202300580000	THAO CHONGVUE C/SANDY VANG	7806 MANORSIDE	2177	1543.86
05202300590000	VUE ANDREW T/CHAMI VANG	7812 MANORSIDE	2177	1543.86
05202300600000	LEE CHAO/BEE	7818 MANORSIDE	2713	2357.05
05202300610000	PARHAR SUKHJIT	7824 MANORSIDE	2833	2026.91
05202300620000	DONG HONGJU/YUANYAN XIE	7830 MANORSIDE	2208	1918.31
05202300630000	ZHITKOVA NINA	7836 MANORSIDE	2833	2026.91
05202300640000	GRANDE CHRISTOPHER	7842 MANORSIDE	3236	2811.44
05202300650000	MOUA XAI Y/TONY Y/JUDY PANG	7848 MANORSIDE	2177	1543.86
05202300660000	SINGH MAUREEN/DURVIJAI	7854 MANORSIDE	3009	2614.22
05202300670000	2017 2 IH BORROWER LP	7860 MANORSIDE	2713	2357.05
05202300680000	GRAYSON BELINDA	7866 MANORSIDE	2177	1543.86
05202300690000	SHARMA RODNAL R	7872 MANORSIDE	2713	2357.05
05202300700000	PLASCENCIA VICTOR R	7878 MANORSIDE	2333	2026.91
05202300710000	BECKHAM LEANDER DAVID/LORENA	7884 MANORSIDE	2833	2026.91
05202300720000	NGUYEN CUNG	7890 MANORSIDE	2713	2357.05
05202300730000	KUMAR AJAY/SHALINI	2329 EXPEDITION	2713	2357.05
05202500010000	SAECHAO VICKY	2323 EXPEDITION	2716	2267.59
05202500020000	MEGRIKYAN ALBERT/VALENTINA	2317 EXPEDITION	2632	2041.33
05202500030000	HERR BROOKE I	2311 EXPEDITION	2713	2265.08
05202500040000	LU DEQUAN	2305 EXPEDITION	2751	2296.81
05202500050000	DANIELS RACHEL/CHRISTIAN	4 LETIZIA	1404	993.53
05202500060000	LOVATO TOMASA K	10 LETIZIA	1260	864.12
05202500070000	KUMAR RAMAN	16 LETIZIA	2713	2265.08
05202500080000	HOANG MANH V/KIM HONG LY	22 LETIZIA	2177	1483.62
05202500090000	BALRAJ/GURJIT DHILLON TRUST	15 LETIZIA	2713	2265.08
05202500100000	TRINH MUI A	2115 EXPEDITION	3281	2739.31
05202500110000	SANDHU FAMILY TRUST	2107 EXPEDITION	2716	2267.59
05202500120000	MAHARAJ OM LATA	2101 EXPEDITION	2177	1483.62
05202500130000	VANG MAI/MAI HER	6 HENSHAW	2445	2041.33
05202500140000	GRANDE ROBERT	12 HENSHAW	2713	2265.08
05202500150000	KHAN HAMID NAWAZ/ZILEHUMA	11 HENSHAW	3508	2928.83
05202500160000	YANG YING/XE	5 HENSHAW	2482	2072.22
05202500170000	BROWN JOYCE T/WILLIS L	2081 EXPEDITION	1404	993.53
05202500180000	MACKLIN ALBERTA	2075 EXPEDITION	1260	864.12
05202500190000	LIANG ZHUO PENG/CUI LIAN CHEN	2069 EXPEDITION	2177	1483.62
05202500200000	SAETEURN CHAN T	2063 EXPEDITION	2833	1947.82

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05202500210000	CALDERON CRISTIAN	2057 EXPEDITION	2177	1483.62
05202500220000	DEVI ARUNA/SANIL PRATAP	2051 EXPEDITION	2751	2296.81
05202500230000	TANK PEGGY ELIZABETH	2045 EXPEDITION	3009	2512.21
05202500240000	GAVIN ANNER	2039 EXPEDITION	2632	2041.33
05202500250000	NAND NITYA/ASHA DEVI	2033 EXPEDITION	2833	1947.82
05202500260000	DHAR SHIVNESH/SNDIKA D	2027 EXPEDITION	2208	1843.46
05202500270000	NGUYEN HONG T T	2021 EXPEDITION	3281	2739.31
05202500280000	LOPEZ JIMENEZ MARCELO	2015 EXPEDITION	2177	1483.62
05202500290000	LEE CHIA/MAI HNU VUE/MAI HLI/MAI	2007 EXPEDITION	3281	2739.31
05202500300000	VANG TOUMO/PHYLLIS CHA	2001 EXPEDITION	2716	2267.59
05202500310000	CHANDRA AJIT/RAMONA R	2034 EXPEDITION	2833	1947.82
05202500320000	LI LIYUN	2040 EXPEDITION	2482	2072.22
05202500330000	AUNG MAUNG PHONE M	2046 EXPEDITION	2482	2072.22
05202500340000	RODGER JERRY/CAROLYN E	2052 EXPEDITION	2177	1483.62
05202500350000	CAMPOS JOSE G	2058 EXPEDITION	2713	2265.08
05202500360000	DEVORA MARIA A/RAMIRO	2064 EXPEDITION	3009	2512.21
05202500370000	CHOPRA SUN/AANCHAL KARAN	2070 EXPEDITION	3009	2512.21
05202500380000	BASQUEZ VICTOR SR/SAMANTHA	2074 EXPEDITION	2208	1843.46
05202500390000	VANG BO	2078 EXPEDITION	1260	864.12
05202500400000	HERNANDEZ LUCY LAO/LUIS	2082 EXPEDITION	1404	993.53
05202500410000	WILSON KIM K/MARIA	7969 TANTURA	1404	993.53
05202500420000	SMITH ERIKA MARIE	7963 TANTURA	1260	864.12
05202500430000	PRAKASH RAJNI	7957 TANTURA	2445	2041.33
05202500440000	CHU WAN F/CARMEN W	7951 TANTURA	2482	2072.22
05202500450000	WANG FU/SILING ZHENG	7945 TANTURA	2713	2265.08
05202500460000	NAEATA KAHO	7939 TANTURA	3236	2701.74
05202500470000	WONG HENG CHI	7933 TANTURA	2177	1483.62
05202500480000	VIJAY ANITA	7927 TANTURA	2208	1843.46
05202500490000	LEGASPI MONA L/RICHARD WHALEN	7921 TANTURA	2943	2457.11
05202500500000	WALLS ANICA	7915 TANTURA	3009	2512.21
05202500510000	GUTIERREZ IVON/ELIZABETH	7909 TANTURA	1260	864.12
05202500520000	MEJIA ERNESTO	7901 TANTURA	1404	993.53
05202600010000	DIMAS SONIA L	1995 EXPEDITION	1404	993.53
05202600020000	MORALES EDWIN MARIS	1989 EXPEDITION	1260	864.12
05202600030000	LAL BIMLA/RAM	1983 EXPEDITION	1638	1367.57
05202600040000	HANG SANH/HONG M HUYNH C	1977 EXPEDITION	1302	1087.04
05202600050000	CHAND SANDIP/SANTOSHNA DEVI	1971 EXPEDITION	1638	1367.57
05202600060000	HUANG RUXIN/YAN C ZHAO	1965 EXPEDITION	2190	1502.82
05202600070000	XIE GUO L/HUI	1959 EXPEDITION	1638	1367.57
05202600080000	KURUDIMOVA LYUBOV/STEPAN	1953 EXPEDITION	2190	1502.82
05202600090000	KAIYUM ABDUL/ASHVIN NISHA	1947 EXPEDITION	1638	1367.57
05202600100000	KUANG GUO L	1941 EXPEDITION	1302	1087.04

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05202600110000	ALI FEROZA/ISLAM	1935 EXPEDITION	2190	1502.82
05202600120000	THANHVAN DO/HOA NGUYEN	1929 EXPEDITION	1638	1367.57
05202600130000	TORRES ELIZABETH	1923 EXPEDITION	2190	1502.82
05202600140000	THAO DAVID	1917 EXPEDITION	1302	1087.04
05202600150000	CHAND CHRISTINE U/DIWAN	1911 EXPEDITION	1638	1367.57
05202600160000	LLAMAS RAFAEL LOPEZ	1905 EXPEDITION	1260	864.12
05202600170000	GREENLEAVES TRUST	1901 EXPEDITION	1404	993.53
05202600180000	T2S2 PROPERTIES LLC	1994 EXPEDITION	1638	1367.57
05202600190000	KONG LAI M/SHU H LEUNG	1988 EXPEDITION	2190	1502.82
05202600200000	JEET DINAY V/ANGELINE A	1982 EXPEDITION	1638	1367.57
05202600210000	GAO FENG/YAN HONG	1976 EXPEDITION	2190	1502.82
05202600220000	LIANG HANCHENG/BAOFENG DUAN	1970 EXPEDITION	1800	1502.82
05202600230000	BRAVO PEDRO/ROMELIA	1964 EXPEDITION	1638	1367.57
05202600240000	LEE DAVID	1958 EXPEDITION	2190	1502.82
05202600250000	LOU MY D/PHAI M KHONG	1952 EXPEDITION	1638	1367.57
05202600260000	PICARELLO LISA M/BRANDON M	1946 EXPEDITION	1302	1087.04
05202600270000	HUYNH KIM H T/KY D NGUYEN	1940 EXPEDITION	2190	1502.82
05202600280000	RECINOS VICTOR/IRMA	7901 TUNGSTEN	1260	993.53
05202600290000	TAN CUITING	7907 TUNGSTEN	1404	864.12
05202600300000	TIPTON ZAKIA ARFANA SHAMIM	7915 TUNGSTEN	1302	1087.04
05202600310000	2018 PATRIA R WOLFE TRUST	7921 TUNGSTEN	1638	1367.57
05202600320000	2018 PATRIA R WOLFE TRUST/ETAL	7927 TUNGSTEN	2190	1502.82
05202600330000	TAMMY V GOOCH REVOCABLE	7933 TUNGSTEN	1638	1367.57
05202600340000	GIDEON/MIRIAM NAIR 2017 TRUST	7939 TUNGSTEN	2190	1502.82
05202600350000	SAECHAO NAI	7945 TUNGSTEN	1638	1367.57
05202600360000	CHIAO JONATHAN/SHERYL BAYLON	7951 TUNGSTEN	1302	1087.04
05202600370000	SHETAB GULALAI	7957 TUNGSTEN	1638	1367.57
05202600380000	NITYA NAND AND JAI KUMARI	1919 ESTEREL	1302	1087.04
05202600390000	SHARMA NIKUNJ/NEETU JAISWAL	1925 ESTEREL	1638	1367.57
05202600400000	VANG KAAY/DENOTE	1931 ESTEREL	2190	1502.82
05202600410000	BURNHAM SOO	1937 ESTEREL	1638	1367.57
05202600420000	NGUYEN LOAN A/VUONG VU	1943 ESTEREL	2190	1502.82
05202600430000	DATT DEVIKA/KRISHNA	1949 ESTEREL	1638	1367.57
05202600440000	LAL RAM/BIMLA	1955 ESTEREL	1302	1087.04
05202600450000	LIANG ZHUO Z/HUI Z	1961 ESTEREL	1638	1367.57
05202600460000	CHANG SEE/ANUKUN SAEWANG	1967 ESTEREL	2190	1502.82
05202600470000	BOSCO WAI Z O	1973 ESTEREL	1638	1367.57
05202600480000	FUNG NGAI PUN	1979 ESTEREL	2190	1502.82
05202600490000	HU YING H/JIN W LIANG	1985 ESTEREL	1638	1367.57
05202600500000	IMRAZ ZABIA B	1991 ESTEREL	1302	1087.04
05202600510000	MCCULLOUGH JAMES E	1995 ESTEREL	1260	864.12
05202600520000	BASS GABRIEL IRIZARRY/MARIA	1999 ESTEREL	1404	993.53

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05202700010000	ROBLES CRISTINA/CECILIA	1950 ESTEREL	2190	1502.82
05202700020000	LIN SHAUN/HELENA MEI	1956 ESTEREL	1638	1367.57
05202700030000	HILLVIEW INVESTMENT LLC	1962 ESTEREL	2190	1502.82
05202700040000	ZHANG LU	1968 ESTEREL	1638	1367.57
05202700050000	LIANG HANCHENG/BAOFENG DUAN	1974 ESTEREL	2190	1502.82
05202700060000	KAM MUY/AUNE CHAU	1980 ESTEREL	1638	1367.57
05202700070000	KURUDIMOVA LIUDMILA/PETR	1986 ESTEREL	2190	1502.82
05202700080000	NGAI SING W	1992 ESTEREL	2190	1502.82
05202700090000	PHON DY	1996 ESTEREL	1638	1367.57
05202700100000	DIEP KEVIN	2002 ESTEREL	3281	2512.21
05202700110000	VANG SAI	8 JEANROSS	2482	2072.22
05202700120000	MARTINEZ VALDEZ MIGUEL ANGEL	14 JEANROSS	2713	2265.08
05202700130000	XIONGTOYED PADEE/LENG MOUA	20 JEANROSS	3009	2512.21
05202700140000	SINGH	26 JEANROSS	2713	2265.08
05202700150000	SINGH NILESH/ASHNEETA LATA	21 JEANROSS	3009	2512.21
05202700160000	UPPAL AMANDEEP/UPPINDER S	15 JEANROSS	2751	2296.81
05202700170000	RICHARDSON DAWN M	9 JEANROSS	1260	864.12
05202700180000	SMITH TERENCE	3 JEANROSS	1404	993.53
05202700190000	WILSON KIM/MARIA	2039 RICHFIELD	1404	993.53
05202700200000	MARQUEZ MARIA DE JESUS	2033 RICHFIELD	1260	864.12
05202700210000	LUU THYTU THI	2027 RICHFIELD	3508	2928.83
05202700220000	KUMAR NEELIYA H	2021 RICHFIELD	2833	1947.82
05202700230000	SAECHAO SENG/STACY M	2015 RICHFIELD	2445	2041.33
05202700240000	LEE LOUA WA/LOUAWA/FAHM S	2007 RICHFIELD	3508	2928.83
05202700250000	COMMER DAVID	2001 RICHFIELD	2445	2041.33
05202700260000	AC/RM LIVING TRUST	1997 LEFORD	2716	2267.59
05202700270000	LIN MIN/WENBIN HE	1993 LEFORD	1302	1087.04
05202700280000	MARKIEWITZ TROY	1987 LEFORD	2190	1502.82
05202700290000	STELLMACHER KAREN S/ELIZABETH	1983 LEFORD	1638	1367.57
05202700300000	VUE KHU	1979 LEFORD	2190	1502.82
05202700310000	KULKARNI ALKA ASHOK	1975 LEFORD	1638	1367.57
05202700320000	SINGH RAKESH	4 VAN HORN	1404	993.53
05202700330000	SINGH RAKESH	10 VAN HORN	1260	864.12
05202700340000	TSE CHUN ON/NANCY M GEE	16 VAN HORN	1638	1367.57
05202700350000	VIGIL-MENDEZ EDDIE MALO/MARY	22 VAN HORN	2190	1502.82
05202700360000	LEE POM R	21 VAN HORN	1638	1367.57
05202700370000	GLASS VINCE/KATHARINE	15 VAN HORN	1302	1087.04
05202700380000	HENDRIX KELLI	7 VAN HORN	2190	1502.82
05202700390000	VANG JONATHAN T	1908 ESTEREL	2190	1502.82
05202700400000	GARCIA ALEJANDRO/GISELA	1914 ESTEREL	1638	1367.57
05202700410000	SINGH SALENDRA/SUNILA	1920 ESTEREL	2190	1502.82
05202700420000	CRAWFORD CARMEN D	1943 LEFORD	1404	993.53

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05202700430000	CLEMMONS MONTE	1937 LEFORD	1260	864.12
05202700440000	GAO XIAO QIN	1933 LEFORD	2190	1502.82
05202700450000	ESTRADA JOSE L	1927 LEFORD	1638	1367.57
05202700460000	THR CA LIMITED PARTNERSHIP	1921 LEFORD	2190	1502.82
05202700470000	ALVARADO SONIA D	1915 LEFORD	1638	1367.57
05202700480000	WARE CARLA	1907 LEFORD	1260	864.12
05202700490000	CARDOZA MANUEL LEAL	1901 LEFORD	1404	993.53
05202700500000	STERN ERIK D	1900 LEFORD	1404	993.53
05202700510000	YOUNGER MELISSA L	1906 LEFORD	1260	864.12
05202700520000	CAMACHO HERIC TORRES/ANA L	1914 LEFORD	1302	1087.04
05202700530000	NAVARRO JUAN ANTONIO RIOS	1920 LEFORD	1638	1367.57
05202700540000	NHAN KHANH/YING WEN YAN	1926 LEFORD	1800	1502.82
05202700550000	ROYAL ESTATE HOLDINGS LLC	1932 LEFORD	1302	1087.04
05202700560000	RODRIGUEZ ROD/LAURA	1938 LEFORD	1638	1367.57
05202700570000	CHERNYAVSKAYA GALINA	1944 LEFORD	2190	1502.82
05202700580000	PARMETT MICHAEL B/JEANETTE	1950 LEFORD	1638	1367.57
05202700590000	TIET CHON/THANH TRAN	1956 LEFORD	2190	1502.82
05202700600000	KUMAR KIRTI K	1962 LEFORD	1638	1367.57
05202700610000	CISNEROS SERGIO/TIFFANY E	1968 LEFORD	1302	1087.04
05202700620000	PRISCILLA H PRICE-WONG LIVING	1974 LEFORD	1638	1367.57
05202700630000	REDDY VINAL/ROBINA	1982 LEFORD	1302	1087.04
05202700640000	HER MIKE	1986 LEFORD	2190	1502.82
05202700650000	MEI MICHELLE	1987 RICHFIELD	2716	2267.59
05202700660000	SINGH AJENDRA A/SHEENA	1981 RICHFIELD	2716	2267.59
05202700670000	YUANLIN XIE/HONG YE REVOCABLE	1975 RICHFIELD	2177	1483.62
05202700680000	TRUONG TUYET D	1969 RICHFIELD	2333	1947.82
05202700690000	VANG NHIA	1963 RICHFIELD	2833	1947.82
05202700700000	PHUC NGUYEN/TUYET T LE AB LVNG	1957 RICHFIELD	2177	1483.62
05202700710000	SAICHAO DENNISE/MEY C	1951 RICHFIELD	3508	2928.83
05202700720000	RAJ PATRICK/AMISHA	1945 RICHFIELD	2833	1947.82
05202700730000	HERNANDEZ ANGIE	1939 RICHFIELD	2177	1483.62
05202700740000	MUMTAZ MOHAMMAD/NADEEM A	1933 RICHFIELD	3508	2928.83
05202700750000	PHRAXAYA KEVIN/KRISTEN	1927 RICHFIELD	2716	2267.59
05202700760000	MAY YANG TRUST	1921 RICHFIELD	3508	2928.83
05202700770000	CABANLIT MARIA LANIE	1915 RICHFIELD	1777	1483.62
05202700780000	LAL SURENDRA/SINDHULA K	1907 RICHFIELD	3281	2739.31
05202700790000	KASIM RINA	1901 RICHFIELD	2482	2072.22
05301600010000	YABUT LANCE	7777 LARAMORE	1232	1009.01
05301600020000	YABUT JAIME V/SHIRLEY S	7773 LARAMORE	1624	1330.06
05301600030000	VANG SUNNY/FARMORN SAECHAO	7769 LARAMORE	1859	1522.52
05301600040000	SCOTT ROSALYNN D	7765 LARAMORE	1232	1009.01
05301600050000	HAWJ CHARLES/MICKEY YANG	7761 LARAMORE	1624	1330.06

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05301600060000	CAPINDIAN ARIEL/TEODORA	7757 LARAMORE	1232	1009.01
05301600070000	SMITH FAMILY TRUST	7753 LARAMORE	1624	1330.06
05301600080000	TOBIAS KATHY	7749 LARAMORE	1859	1522.52
05301600090000	GAINES RONALD M/GAINES LINDA	7745 LARAMORE	1859	1566.77
05301600100000	GONZALEZ JESUS G	7743 LARAMORE	1232	1038.33
05301600110000	GUAN JARED C	7741 LARAMORE	1624	1368.71
05301600120000	YANG XI Y	7739 LARAMORE	1662	1426.00
05301600130000	TURTLE TIME LLC	7737 LARAMORE	1859	1522.52
05301600140000	VELAZQUEZ SANCHEZ CARLOS	7735 LARAMORE	1624	1330.06
05301600150000	CERVANTES JESSE	7733 LARAMORE	1232	1009.01
05301600160000	MCDONNELL KAMERON F/KEVIN	7731 LARAMORE	1624	1330.06
05301600170000	HUANG WENDA/CUIHUI YANG	7729 LARAMORE	1859	1522.52
05301600180000	HUANG ZHEN F/JIEQING LI	7727 LARAMORE	1624	1330.06
05301600190000	OBANDO FRANCISCO J/MARIA O	7725 LARAMORE	1232	1009.01
05301600200000	UCLARAY	7723 LARAMORE	1624	1330.06
05301600210000	TA ALAIN	7721 LARAMORE	1232	1009.01
05301600220000	SEGOVIANO ANTONIO	7719 LARAMORE	1624	1330.06
05301600230000	HUANG SALLY/MIKE WANG	7717 LARAMORE	1232	1009.01
05301600240000	LEE YUA	7715 LARAMORE	1859	1522.52
05301600250000	NGUYEN PHUONG H/TRI H/DONG T	7780 DIXIE LOU	1900	1630.20
05301600260000	VU HAI H/DUY D	7776 DIXIE LOU	1662	1426.00
05301600270000	FORGHANI BAHMAN/EGHBAL	7772 DIXIE LOU	1200	1029.60
05301600280000	THAO KER/SAY	7768 DIXIE LOU	1900	1630.20
05301600290000	TROPEL ELIZABETH J/JOSE N A	7764 DIXIE LOU	1624	1393.39
05301600300000	THI T LE/JULIA V AB LIVING TRUST	7760 DIXIE LOU	1200	1029.60
05301600310000	KHARCHENKO OLESYA	7756 DIXIE LOU	1624	1393.39
05301600320000	MAN/GAO FAMILY TRUST	7752 DIXIE LOU	1900	1630.20
05301600330000	BANKS TERRI A	7748 DIXIE LOU	1662	1426.00
05301600340000	ZAMBRANO HUMBERTO Z	7744 DIXIE LOU	1624	1393.39
05301600350000	JOE/JENNY CHEN REVOCABLE	7740 DIXIE LOU	1200	1029.60
05301600360000	AUTAR MAUREEN D	7734 DIXIE LOU	1900	1630.20
05301600370000	HER FONG/MAY LEE	7730 DIXIE LOU	1624	1393.39
05301600380000	KEVIN T LUONG/QUYEN T LY	7726 DIXIE LOU	1200	1029.60
05301600390000	LOPEZ ALBERTO G/MARIA L	7722 DIXIE LOU	1900	1630.20
05301600400000	CHANG CHIANG P/SHONG VANG	7777 DIXIE LOU	1859	1541.48
05301600410000	OKAFOR EBERE/BERNARD	7773 DIXIE LOU	1662	1378.13
05301600420000	SATISH/KESHNI KUMAR REVOCABLE	7769 DIXIE LOU	1624	1346.62
05301600430000	YE WEI/YOU JUAN	7765 DIXIE LOU	1859	1541.48
05301600440000	ABDUL RAHMAN ELIGAH	7761 DIXIE LOU	1232	1021.57
05301600450000	ACKLIN HOLLIS E/SHERYL	7757 DIXIE LOU	1624	1393.39
05301600460000	VALLES TONY/YANGMEE	7753 DIXIE LOU	1662	1426.00
05301600470000	NAVARRETE ERNESTO	7749 DIXIE LOU	1900	1630.20

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05301600480000	GALANG EMILITO M/MA TERESA M	7745 DIXIE LOU	1200	1029.60
05301600490000	MALUNJKAR FAMILY REV TRUST	7741 DIXIE LOU	1624	1393.39
05301600500000	CAMACHO MANUEL LEYVA	7737 DIXIE LOU	1200	1029.60
05301600510000	NHAN KHANH/YING W Y	7733 DIXIE LOU	1900	1630.20
05301600520000	ZHENG JIANQING/CHUN RONG YANG	7729 DIXIE LOU	1624	1393.39
05301600530000	KUMAR KIRTI K	7725 DIXIE LOU	1200	1029.60
05301600540000	2017 1 IH BORROWER LP	7721 DIXIE LOU	1900	1630.20
05301600550000	IGOT TERRY A JR/WILDA	7744 LARAMORE	1859	1522.52
05301600560000	MCNEILLY TRICIA L	7742 LARAMORE	1662	1426.00
05301600570000	NISHA SAIRA NUR/RASHEED USMAN	7740 LARAMORE	1624	1330.06
05301600580000	SYDNOR DANA E	7738 LARAMORE	1859	1522.52
05301600590000	KHILANI ANIL/SURAJ PARKASH	7736 LARAMORE	1624	1330.06
05301600600000	ORIVAVONG	7734 LARAMORE	1662	1426.00
05301600610000	DIEU ADDISON/NANCY TRAN	7732 LARAMORE	1624	1330.06
05301600620000	CHEN JIAYU/QINGFU XIAO	7730 LARAMORE	1859	1522.52
05301600630000	LO TSZ P/PUI L CHENG	7728 LARAMORE	1624	1330.06
05301600640000	THORNTON-WILSON	7726 LARAMORE	1232	1009.01
05301600650000	KHAMTHEVANKHIRY	7724 LARAMORE	1624	1330.06
05301600660000	TRAN PATRICK H	7722 LARAMORE	1859	1522.52
05301600670000	ROUX RAUL F/MARY GRACE P	7720 LARAMORE	1232	1009.01
05301600680000	BHARAT BHUSHAN/MANJU	7718 LARAMORE	1624	1330.06
05301600690000	SAECHAO CHENG CHOW	7716 LARAMORE	1859	1522.52
06302400010000	SEVRUK TANYA	9180 SUNFIRE	1176	966.67
06302400020000	LIEU YEN/TIN H	9176 SUNFIRE	1344	1104.77
06302400030000	NGUYEN KENNY/KATIE TRAN	9172 SUNFIRE	1344	1104.77
06302400040000	GIRALDO PAOLA BASSO/JULIAN	9168 SUNFIRE	1483	1219.03
06302400050000	ALSOP KERRY ALAN	9164 SUNFIRE	1474	1156.35
06302400060000	PEMBERTON CYNTHIA	9160 SUNFIRE	1330	1043.39
06302400070000	NGUYEN THIN DUY	9156 SUNFIRE	1474	1156.35
06302400080000	MCGLASHAN GUADALUPE	9152 SUNFIRE	1330	1043.39
06302400090000	YANG HYUN S/WAN	9148 SUNFIRE	1474	1156.35
06302400100000	KIMBERLEY ENGSTROM/LINDA	9144 SUNFIRE	1165	913.94
06302400110000	CISNEROS ASSUNTA L/RUDY A	9140 SUNFIRE	1330	1043.39
06302400120000	CARTRIGHT CONSUELO I/ROY L	9136 SUNFIRE	1474	1156.35
06302400130000	VELARDE VINCENT	9132 SUNFIRE	1165	913.94
06302400140000	SINGH ARMINDER	9128 SUNFIRE	1330	1043.39
06302400150000	CAO MINH H	9124 SUNFIRE	1474	1156.35
06302400160000	HARDMAN DANIEL DOUGLAS	9120 SUNFIRE	1330	1043.39
06302400170000	CONNELLY JOHN W/HEATHER S	9116 SUNFIRE	1165	913.94
06302400180000	CARDWELL TYLER/ELIZABETH	9112 SUNFIRE	1330	1043.39
06302400190000	MUNOZ JAVIER	9108 SUNFIRE	1165	913.94
06302400200000	TUFANOV MARIYA/NIKOLAY	9104 SUNFIRE	1474	1156.35



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06302400210000	MCDANIEL KEVIN	9336 ROSE PARADE	1165	913.94
06302400220000	LASTRA JULIE A/WILLIAM J HECHT	9337 ROSE PARADE	1165	913.94
06302400230000	PANKOV LYUDMILA	9101 SUNFIRE	1474	1156.35
06302400240000	ROLES JANET C	9105 SUNFIRE	1165	913.94
06302400250000	MARK BEAVER/LIXIN FU 2020	9109 SUNFIRE	1330	1043.39
06302400260000	LEYVA JUAN CARLOS	9113 SUNFIRE	1165	913.94
06302400270000	FEDERIGAN JANET I/RODELIO R	9117 SUNFIRE	1483	1219.03
06302400280000	BIONDI KENNETH A/YAN LIU	9121 SUNFIRE	1330	1043.39
06302400290000	DATSYUK TETYANA	9113 IRISH GOLD	1474	1156.35
06302400300000	NATYAZHKO ANNA/MIKHAIL	9117 IRISH GOLD	953	747.63
06302400310000	HOU SHANDAN	9121 IRISH GOLD	1330	1043.39
06302400320000	DOAN BAO G	9125 IRISH GOLD	1165	913.94
06302400330000	YBARRA CHERYL	9129 IRISH GOLD	1330	1043.39
06302400340000	HORWOOD LAUREN	9133 IRISH GOLD	1474	1156.35
06302400350000	AUGER APRIL	9137 IRISH GOLD	1330	1043.39
06302400360000	BONDI FAMILY TRUST	9136 IRISH GOLD	953	747.63
06302400370000	WOODMAN WHITELAW FAMILY	9132 IRISH GOLD	1330	1043.39
06302400380000	MOSEYCHUK TATYANA/VALERIY	9128 IRISH GOLD	1165	913.94
06302400390000	TEUNE CHAN	9124 IRISH GOLD	953	747.63
06302400400000	PERRAULT BARBARA	9120 IRISH GOLD	1165	913.94
06302400410000	STEWART BAILEY/MICHELLE	9116 IRISH GOLD	1176	966.67
06302400420000	TAYLOR TRUST	9112 IRISH GOLD	1330	1043.39
06302400430000	HAUSER KYLE	9171 SUNFIRE	1330	1043.39
06302400440000	VALLE MELVIN CABRERA/RACHEL	9175 SUNFIRE	953	747.63
06302400450000	LU DUC/LAN LUU	9179 SUNFIRE	1474	1156.35
06302400460000	STYERS HEATHER	9183 SUNFIRE	953	747.63
06302400470000	SILVIA CASTRO 1994 TRUST	9187 SUNFIRE	1330	1043.39
06302400480000	ZARATE FERDINAND/MARGARITA	9191 SUNFIRE	1474	1156.35
06302400490000	APPLIED BEHAVIOR CONSULTANTS	9195 SUNFIRE	1330	1043.39
06302400500000	GRAVADOR RODEL BRIAN	9199 SUNFIRE	1474	1156.35
06302400510000	HOWELL ANDREW JR	9198 SUNFIRE	953	747.63
06302400520000	DAWSON KAREN ANNETTE	9194 SUNFIRE	1330	1043.39
06302400530000	VIEN ANNA P	9190 SUNFIRE	1474	1156.35
06302400600000	STYRTA IRINA	9320 ROSE PARADE	1330	1043.39
06302400610000	GIANG CAM/TUONG K TIEN/MANDA	9314 ROSE PARADE	1474	1156.35
06302400620000	KISEL NIKOLAY	9308 ROSE PARADE	1330	1043.39
06302400630000	NGUYEN TRINH/TRINH HAI	9304 ROSE PARADE	1474	1156.35
06302400640000	WILLIAMS REVOCABLE LIVING	9300 ROSE PARADE	1330	1043.39
06302400650000	REIGEL FRANK O/MARY S	9296 ROSE PARADE	1474	1156.35
06302400660000	MEJIA MARCOS/ANGELINA T	9292 ROSE PARADE	1330	1043.39
06302400670000	SCHWEDE VINCENT/JACQUELINE	9288 ROSE PARADE	1474	1156.35
06302400680000	PHAVINDHU THANAT/CLAUDIA M	9284 ROSE PARADE	1330	1043.39

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
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Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
06302400690000	BERT CUNNINGHAM REVOCABLE	9280 ROSE PARADE	1474	1156.35
06302400700000	FARINIAS FAMILY REVOCABLE	9276 ROSE PARADE	1330	1043.39
06302400710000	DONNA J WILCOX REVOCABLE	9272 ROSE PARADE	1165	913.94
06302400720000	CHESSHIRE ANDREW	9268 ROSE PARADE	953	747.63
06302400730000	SHUKLA PRAKASH G	9264 ROSE PARADE	1330	1043.39
06302400740000	CAMPA MANUEL/LUIS	9260 ROSE PARADE	1165	913.94
06302400750000	ROMERO OTILIA SOCORRO	9256 ROSE PARADE	953	747.63
06302400760000	LE ANH T	9252 ROSE PARADE	1483	1219.03
06302400770000	KAPUSH VOLODYMYR	9248 ROSE PARADE	1330	1043.39
06302400780000	EDWARDS AMALIA/JERRY	9244 ROSE PARADE	1165	913.94
06302400790000	CULVER ROBERT W	9240 ROSE PARADE	1330	1043.39
06302400800000	ROGER M EMERSON REVOCABLE	9236 ROSE PARADE	1165	913.94
06302400810000	DANIELS DANA A	9232 ROSE PARADE	953	747.63
06302400820000	KIRK PHILLIPS LIVING TRUST	9228 ROSE PARADE	1165	913.94
06302400830000	DARRETT FE L/MICHAEL R	9224 ROSE PARADE	1330	1043.39
06302400840000	FILAMOR EDMUND/LILIA ORDONEZ	9241 ROSE PARADE	1330	1043.39
06302400850000	KINYUA JECINTA W	9245 ROSE PARADE	1330	1043.39
06302400860000	MONICA SAO/PHALLA PEN	9249 ROSE PARADE	1470	1153.22
06302400870000	DEVARD DARIN M	9253 ROSE PARADE	1330	1043.39
06302400880000	NGUYEN TO HAO THUY/HUNG T	9257 ROSE PARADE	1470	1153.22
06302400890000	GREGG JOAN N/ALAN LUKKA	9261 ROSE PARADE	1330	1043.39
06302400900000	KELLY TREVA/TERRY HOWARD	9281 ROSE PARADE	1165	913.94
06302400910000	ROLAND E/NADINE WOMACK FAMILY	9285 ROSE PARADE	1483	1219.03
06302400920000	MONTANEZ JULIO/MARIA YVANIA	9289 ROSE PARADE	1165	913.94
06302400930000	LIN YILIN	9293 ROSE PARADE	1344	1104.77
06302400940000	MISHCHUK LUBOV/VITALIY	9297 ROSE PARADE	1483	1219.03
06302400950000	PONCE SANCHEZ DERICK/SANCHEZ	9301 ROSE PARADE	1344	1104.77
06302400960000	ELDRIDGE JORDAN/APRIL/KEVIN	9305 ROSE PARADE	1165	913.94
06302400970000	LEWIS DEBRA M	9309 ROSE PARADE	1344	1104.77
06302400980000	SINGH NASHVINDER/MANINDERJIT	9313 ROSE PARADE	1165	913.94
06302400990000	SOKOLOV FAMILY LIVING TRUST	9317 ROSE PARADE	1344	1104.77
06302401000000	2017 1 IH BORROWER LP	9321 ROSE PARADE	1483	1219.03
06302401020000	SHUKLA BHASKAR/CHHAYA	9329 ROSE PARADE	1344	1104.77
06302401030000	KUNITAKE KAREN	9333 ROSE PARADE	953	747.63
06302401040000	SINAROM CHAU PECH & NINA	9141 IRISH GOLD	1483	1219.03
06302401050000	DONDE NIKUNJ	9145 IRISH GOLD	1344	1104.77
06302401060000	VOLKOVAS YULIYA	9149 IRISH GOLD	1344	1104.77
06302401070000	MARAPOA ERICH/LIZETH	9153 IRISH GOLD	1176	966.67
06302401080000	GREVETT KALEIGH A/HENREY	9157 IRISH GOLD	1344	1104.77
06302401090000	LOGAN LAWRENCE LEE JR/DAWN	9161 IRISH GOLD	1483	1219.03
06302401100000	DOUG SETTELL AND JOANNE	9165 IRISH GOLD	1344	1104.77
06302401110000	TAYLOR DEE M/ROBERT A	9169 IRISH GOLD	960	789.12

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
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Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
06302401120000	PULKA GLORIA	9173 IRISH GOLD	1344	1104.77
06302401130000	SUSAN GIANNINI LIVING TRUST	9177 IRISH GOLD	1165	913.94
06302401140000	VOLOKITIN MARIYA	9181 IRISH GOLD	1470	1153.22
06302401150000	GUDOVA DIANA/NATALYA	9185 IRISH GOLD	1470	1153.22
06302401160000	COOK LORI A/MICHAEL R	9189 IRISH GOLD	1344	1104.77
06302401170000	HERRERA DAVID/DANA	9193 IRISH GOLD	953	747.63
06302401180000	CAPASSO KEITH	9197 IRISH GOLD	1165	913.94
06302401190000	ZDRAGAT ILIE	9201 IRISH GOLD	1470	1153.22
06302401200000	COOPER REVOCABLE TRUST	9205 IRISH GOLD	1344	1104.77
06302401210000	LONG GERALD L/KATHY L	9176 IRISH GOLD	1470	1153.22
06302401220000	PEREZ JULIO	9172 IRISH GOLD	1165	913.94
06302401230000	TRAN HENRY/CATHERINE KHUC	9168 IRISH GOLD	1344	1104.77
06302401240000	HOLCOMB MICHAEL/LINDSAY	9164 IRISH GOLD	1483	1219.03
06302401250000	KONEFAL EDWARD	9160 IRISH GOLD	1176	966.67
06302401260000	TRAN JESSICA T/HUONG T T	9156 IRISH GOLD	1483	1219.03
06302401270000	MUNDAY PAUL LINDSEY/CAROLYN	9152 IRISH GOLD	1344	1104.77
06302401280000	CHILDERS JIM	9148 IRISH GOLD	1483	1219.03
06302401290000	YI JAE H	9144 IRISH GOLD	1176	966.67
06302401300000	JAOCHICO JESSAMINE C	9140 IRISH GOLD	1344	1104.77
06302401310000	CARROW HARRY G/CARROW RITA	9203 SUNFIRE	1344	1104.77
06302401320000	SOLTANI NOOSHIN	9207 SUNFIRE	1176	966.67
06302401330000	MEADOWS TONJA	9211 SUNFIRE	1344	1104.77
06302401340000	ELLIOTT JOHN M	9215 SUNFIRE	1344	1104.77
06302401350000	WILLIAMS FAMILY TRUST	9219 SUNFIRE	1176	966.67
06302401360000	TOOF GLENN D/LISA	9223 SUNFIRE	1344	1104.77
06302401370000	BLYTHE SANDRA PEREZ	9227 SUNFIRE	960	789.12
06302401380000	MENDOZA BETANCOURT BELEN	9231 SUNFIRE	1165	913.94
06302401390000	OLIFERCHIK NATALYA/SERGEY	9235 SUNFIRE	1470	1153.22
06302401400000	MACIAS JAVIER V	9258 SUNFIRE	1330	1043.39
06302401410000	IH6 PROP WEST LIMITED	9254 SUNFIRE	1470	1153.22
06302401420000	TRAN DIEN/TRANG NGUYEN/DIEN	9250 SUNFIRE	953	747.63
06302401430000	JENNINGS FAMILY TRUST	9246 SUNFIRE	1344	1104.77
06302401440000	BALATBAT FAMILY TRUST	9242 SUNFIRE	1483	1219.03
06302401450000	SANCHEZ MARIA Y/CHRISTIAN A	9238 SUNFIRE	1344	1104.77
06302401460000	EICHHORN MEGHAN/DANIEL BEAR	9234 SUNFIRE	1165	913.94
06302401470000	SMITH LUIS A	9230 SUNFIRE	1344	1104.77
06302401480000	NER AMADO JR	9226 SUNFIRE	1344	1104.77
06302401490000	NORBORG PETER/MAYGAN D	9222 SUNFIRE	1176	966.67
06302401500000	SHOEMAKER/VOLKOFF LIVING	9218 SUNFIRE	1344	1104.77
06302401520000	BAILEY JENNIFER	9210 SUNFIRE	1344	1104.77
06302401530000	2018 3 IH BORROWER LP	9206 SUNFIRE	1176	966.67
06302401540000	SUMMERHAYS FAMILY TRUST	9202 SUNFIRE	1344	1104.77

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Community Facilities District No. 2**  
**2021-2022**  
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Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
06302401550000	LOPEZ ANNA M/PATRICK A PIAZZA	9330 ROSE PARADE	1330	1043.39
06302401570000	LAWRENCE SANDRA L	9214 SUNFIRE	960	789.12
06302401580000	GERALD E/ANN M STEINKE	9325 ROSE PARADE	1176	966.67
06302401590000	MAC ANNIE	9326 ROSE PARADE	1483	1219.03
06302500010000	ZUFELT FORREST M/CHERISE L	4432 HEDGE	1176	966.67
06302500020000	CERULEAN ESTATES LLC	4428 HEDGE	953	747.63
06302500030000	SAKSENA SHETUL	4424 HEDGE	1165	913.94
06302500040000	MCGINTY KAREN L/CALEB D	4420 HEDGE	1330	1043.39
06302500050000	GREWAL LIVING TRUST	4416 HEDGE	1474	1156.35
06302500060000	RAMADAN MOAMEN	4412 HEDGE	1344	1104.77
06302500070000	DANG THUAN	4408 HEDGE	1483	1219.03
06302500080000	AMADI ELIZABETH C	4400 HEDGE	1165	913.94
06302500090000	SCHWARZENBACH	4349 HEDGE	953	747.63
06302500100000	SARAZEN MICAELA G/KEVIN J	4403 HEDGE	1330	1043.39
06302500110000	WEST MARIA CATHERINE	4407 HEDGE	1176	966.67
06302500120000	TRAN VU DUY/KENT WAI/TINA	4411 HEDGE	1483	1219.03
06302500130000	FONG GLENN/ELISE K DALE	4423 HEDGE	1344	1104.77
06302500140000	HARRIS MITCHELL E/OKCHA A	4427 HEDGE	1483	0.00
06302500150000	SINGH INDAR JEET/HARBINDAR	4431 HEDGE	0	0.00
06302500160000	DEL ROSARIO PAMELA	9109 ROSE PARADE	1474	1156.35
06302500170000	RIZK LAUDY Y	9113 ROSE PARADE	1330	1043.39
06302500180000	YEE CALVIN	9117 ROSE PARADE	953	747.63
06302500190000	KEPING CHEN/HAO H XU AB LIVING	9121 ROSE PARADE	1474	1156.35
06302500200000	MCALLASTER AMY R	9106 ROSE PARADE	1176	966.67
06302500210000	NGUYEN VAN T	4440 TRUMPETER	1330	1043.39
06302500220000	MEHTA PREMAL H	4448 TRUMPETER	1474	1156.35
06302500230000	DONOVAN DAVID/ALYSON	4449 TRUMPETER	1165	913.94
06302500250000	JAMES H WHITE FAMILY TRUST	9114 ROSE PARADE	1330	1043.39
06302500260000	CHON AIMEE E	9118 ROSE PARADE	1176	966.67
06302500270000	CHAMBERS SUSAN C	9122 ROSE PARADE	1176	966.67
06302500280000	COUNTY OF SACRAMENTO	JACKSON	0	0.00
06302500290000	COUNTY OF SACRAMENTO	HEDGE	0	0.00
06302500390000	DAO LONG QUOC/TRANG THANH THI	9125 ROSE PARADE	1474	1156.35
06302500400000	GARCIA MONICA	9129 ROSE PARADE	1330	1043.39
06302500410000	LONG GERALD L/KATHY L	9133 ROSE PARADE	1474	1156.35
06302500420000	DENISENKO SERGEY/TATYANA	9137 ROSE PARADE	1330	1043.39
06302500450000	SINGH HARMITH K	9145 ROSE PARADE	1330	1043.39
06302500460000	DANG ANTHONY	9149 ROSE PARADE	1474	1156.35
06302500470000	GOELZER ALEX	9153 ROSE PARADE	1330	1043.39
06302500480000	LARRY MARLIN D	9159 ROSE PARADE	1474	1156.35
06302500490000	RUSSELL AMANDA	9158 ROSE PARADE	1330	1043.39
06302500500000	WEBB DAREN/MARIA	9152 ROSE PARADE	1165	913.94

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
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Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
06302500510000	TINNEY JONATHAN RAY ELIJAH	4509 SPELLBINDER	1330	1043.39
06302500520000	CANTRELL MARIO ROSSANO	4513 SPELLBINDER	1474	1156.35
06302500530000	MONTANO MONICA/MARISSA	4517 SPELLBINDER	1165	913.94
06302500540000	RUSSELL AMELIA I	4521 SPELLBINDER	1330	1043.39
06302500550000	HOWARD DAN/JOSELYN R	4525 SPELLBINDER	1474	1156.35
06302500560000	BURDILA VALERIAN	4529 SPELLBINDER	1330	1043.39
06302500570000	COUNTY OF SACRAMENTO	JACKSON	0	0.00
06302500580000	COUNTY OF SACRAMENTO	JACKSON	0	0.00
06302500590000	COUNTY OF SACRAMENTO	JACKSON	0	0.00
06302500610000	YEARWOOD ANTOINETTE M	9141 ROSE PARADE	1165	913.94
06302500620000	BEAZER HOMES HOLDINGS CORP	4346 HEDGE	1176	966.67
06302500630000	LOR PENNEY/JONATHAN M LEUNG	4342 HEDGE	1344	1104.77
06302500640000	SALDIVAR AGUSTIN	4338 HEDGE	1483	1219.03
06302500650000	TURNER JULIETTE	4334 HEDGE	960	789.12
06302500660000	SILVER BEAR PROPERTIES LLC	4330 HEDGE	1344	1104.77
06302500670000	SAVINO/ANTOINETTE CAPOSSELE	4326 HEDGE	1176	966.67
06302500680000	CASTRO URSULA L	4322 HEDGE	1344	1104.77
06302500690000	ELLZEY THAD L JR/MALENA D	4318 HEDGE	960	789.12
06302500700000	PAPPAS DENEILIA R	4314 HEDGE	1344	1104.77
06302500710000	CAREN L/DAVID GUTIERREZ REV	4310 HEDGE	1176	966.67
06302500720000	OVERTON JOHN ABRAM/KIM YEN	4306 HEDGE	1344	1104.77
06302500730000	GLPP LIVING TRUST	4302 HEDGE	1483	1219.03
06302500740000	IH6 PROP WEST LIMITED	4248 HEDGE	1176	966.67
06302500750000	DENTON RYAN	4244 HEDGE	1344	1104.77
06302500760000	KRASNYANSKAYA	4240 HEDGE	1176	966.67
06302500770000	DDUNGU EDRINE/JULIET R	9215 ROSE PARADE	1483	1219.03
06302500780000	NGUYEN TAN/ANH NGUYET BUI	9221 ROSE PARADE	1483	1219.03
06302500790000	SHU FAMILY TRUST	9220 ROSE PARADE	1344	1104.77
06302500800000	TOLEDO GLORIA	9216 ROSE PARADE	1176	966.67
06302500810000	BRENNAN JONATHAN/MIREYA	9212 ROSE PARADE	1483	1219.03
06302500820000	DALTON REGINA	9208 ROSE PARADE	1344	1104.77
06302500830000	SAECHAO FEY V	9204 ROSE PARADE	1344	1104.77
06302500840000	MILES MICHAEL D/MARIE H	9200 ROSE PARADE	1483	1219.03
06302500850000	MIKULECKY FAMILY TRUST	9196 ROSE PARADE	1344	1104.77
06302500860000	TRAN DAT T/THUYTIEN D	9192 ROSE PARADE	1176	966.67
06302500870000	CHRISTOPHERSON TAMI C/JAY	9188 ROSE PARADE	1483	1219.03
06302500880000	YOUNGMAN FAMILY TRUST	9180 ROSE PARADE	1176	966.67
06302500890000	GURBACHAN SINGH REVOCABLE	9176 ROSE PARADE	1344	1104.77
06302500900000	CHON MIN H	4509 OLYMPIAD	1483	1219.03
06302500910000	GARZA PAMELA	4513 OLYMPIAD	1344	1104.77
06302500920000	CHAUDHARY AMRINDER/RAVINDER	4517 OLYMPIAD	1483	1219.03
06302500930000	CHECHOTKA VLADIMIR/LARISA	4521 OLYMPIAD	1344	1104.77

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
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Assessor Parcel Number	Owner	Site Address	Square ft.	CFD #2 Tax
06302500940000	KOKUA TRUST	4525 OLYMPIAD	1176	966.67
06302500950000	TRICON SFR 2020-2 BORROWER LLC	4529 OLYMPIAD	1483	1219.03
06302500960000	CISCOE CHELSEA M	4533 OLYMPIAD	1344	1104.77
06302500970000	QUACH LIEU FAMILY TRUST	4537 OLYMPIAD	1483	1219.03
06302500980000	THOMPSON KEAVAN	4532 OLYMPIAD	1344	1104.77
06302500990000	LONG GERALD	4528 OLYMPIAD	1483	1219.03
06302501000000	HACKETT SEAN	4524 OLYMPIAD	1176	966.67
06302501010000	PARK YONG	4520 OLYMPIAD	1483	1219.03
06302501020000	MARTINEZ MARIO	4516 OLYMPIAD	1176	966.67
06302501030000	BUZICHEVICI CAZIMIR/TAMARA	4512 OLYMPIAD	1483	1219.03
06302501040000	REMSON NATALIE	4508 OLYMPIAD	1344	1104.77
06302501050000	MARTINEZ SALVADOR JR/DELORES	9166 ROSE PARADE	1483	1219.03
06302501060000	DO FAMILY REVOCABLE TRUST 2020	9162 ROSE PARADE	1176	966.67
06302501070000	KAUR PARMJIT/HARJEET SINGH	9163 ROSE PARADE	1483	1219.03
06302501080000	KAUR PARMJIT/HARJEET SINGH	9167 ROSE PARADE	1344	1104.77
06302501090000	PEREZ MARCO P/BENERISA	9171 ROSE PARADE	960	789.12
06302501100000	HUYNH DUNG	9175 ROSE PARADE	1344	1104.77
06302501110000	HENNING JANET	9179 ROSE PARADE	1165	936.19
06302501120000	MARIE I WALTER LIVING TRUST	9183 ROSE PARADE	1483	1219.03
06302501130000	NELSON ROBERT L/SHARON E	4233 HEDGE	1483	1219.03
06302501140000	VAN KEVIN HUYEN/LIEN HUYNH	4237 HEDGE	1344	1104.77
06302501150000	MORRIS MICHAEL A	4241 HEDGE	1176	966.67
06302501160000	VAN MINH/JAMIE LUU/VAN	4245 HEDGE	1483	1219.03
06302501170000	ROSENBLATT RAYMOND/BEVERLY M	4249 HEDGE	1176	966.67
06302501180000	WILTSE MARK/MARINA	4303 HEDGE	1483	1219.03
06302501190000	SCIPIO ALFRED G	4307 HEDGE	1176	966.67
06302501200000	BERBER MARINA	4311 HEDGE	1344	1104.77
06302501210000	SIMONSON STACY	4321 HEDGE	1176	966.67
06302501220000	HAMID ALAA	4325 HEDGE	1483	1219.03
06302501240000	CARVACHO LIVING TRUST	4333 HEDGE	1344	1104.77
06302501250000	CLAY CONNOR L/CLAY HEATHER M	4337 HEDGE	1176	966.67
06302501260000	DEREBENSKIY ROMAN	4341 HEDGE	1344	1104.77
06302501270000	SHELAGH M FERGUSON FAMILY	4345 HEDGE	960	789.12
06302501280000	CALIFORNIA-AMERICAN WATER	ROSE PARADE	0	0.00
06302501300000	VUCICA MIHO/PAULA	4329 HEDGE	1176	966.67
06302501310000	AVILA KRISTAL A	ROSE PARADE	0	0.00
06302501330000	CORDOVA RECREATION/PARK	ROSE PARADE	0	0.00
06302501340000	VENTURA JEAN/DAVID C	4445 TRUMPETER	1344	1104.77

TOTALS:

\$1930922.590

**EXHIBIT A - SPECIAL TAX NOTICE**

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NOTICE OF SPECIAL TAX

COMMUNITY FACILITIES DISTRICT NO. 2
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
COUNTY OF SACRAMENTO, CALIFORNIA

TO: THE PROSPECTIVE PURCHASER OF THE REAL PROPERTY KNOWN AS:

Three horizontal lines for entering the name of the prospective purchaser.

This information is Valid Through June 30, 2022.

THIS IS A NOTIFICATION TO YOU PRIOR TO YOUR PURCHASING THIS PROPERTY. THE SELLER IS REQUIRED TO GIVE YOU THIS NOTICE AND TO OBTAIN A COPY SIGNED BY YOU TO INDICATE THAT YOU HAVE RECEIVED AND READ THIS NOTICE.

- (1) This property is subject to a special tax, which is in addition to the regular property taxes and any other charges and benefit assessments on the parcel. This special tax may not be imposed on all parcels within the city or county where the property is located. If you fail to pay this tax when due each year, the property may be foreclosed upon and sold. The tax is used to provide public facilities or services that are likely to particularly benefit the property. YOU SHOULD TAKE THIS TAX AND THE BENEFITS FROM THE PUBLIC FACILITIES AND SERVICES FOR WHICH IT PAYS INTO ACCOUNT IN DECIDING WHETHER TO BUY THIS PROPERTY.
(2) The maximum annual special tax which may be levied against this parcel to pay for public facilities is \$\_\_\_\_\_ during the 2021-22 tax year, payable at time of issuance of building permit. In the event that a building permit for residential construction on the property for an increase in the residential assessable space in excess of 500 square feet is issued, the maximum annual special tax will be increased by an amount equal to the net increase in residential area times the residential special tax rate in effect in the tax year that such building permit is issued. In addition, an annual special tax will be charged in fiscal year 2022-23 for building permits issued between July 1, 2021 and June 30, 2022 as follows: \$1.1679 per square foot of new single family residential area and \$0.6803 per square foot of new multi-family residential area. The annual special tax will be levied for 30 years and the annual tax levy will increase according to the tax collection schedule by an annual amount not to exceed approximately 13%.
(3) The authorized facilities which are being paid for by the special taxes, and by the money received from the sale of bonds which are being repaid by the special taxes, to the extent that financing is available, are:
1) The repair, rehabilitation, modification and expansion of existing elementary and secondary school facilities;
2) The acquisition of sites and the construction of elementary and secondary school facilities with related appurtenances and support structures;
3) The acquisition of sites and the construction of non-school facilities to support District operations; and
4) The acquisition of related equipment and furnishings; all necessary to meet student population demands.

These facilities may not yet have all been constructed or acquired and it is possible that some may never be constructed or acquired.

In addition, the special taxes may be used to pay for costs of the following services: None

YOU MAY OBTAIN A COPY OF THE RESOLUTION WHICH AUTHORIZED CREATION OF THE COMMUNITY FACILITIES DISTRICT WHICH SPECIFIED MORE PRECISELY HOW THE SPECIAL TAX IS APPORTIONED AND HOW THE PROCEEDS OF THE TAX WILL BE USED, FROM THE SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BY CALLING 264-4080. THERE MAY BE A CHARGE FOR THIS DOCUMENT NOT TO EXCEED THE ESTIMATED REASONABLE COST OF PROVIDING THE DOCUMENT.

I (WE) ACKNOWLEDGE THAT I (WE) HAVE READ THIS NOTICE AND RECEIVED A COPY OF THIS NOTICE PRIOR TO ENTERING INTO A CONTRACT TO PURCHASE OR DEPOSIT RECEIPT WITH RESPECT TO THE ABOVE REFERENCED PROPERTY. I (WE) UNDERSTAND THAT I (WE) MAY TERMINATE THE CONTRACT TO PURCHASE OR DEPOSIT RECEIPT WITHIN THREE DAYS AFTER RECEIVING THIS NOTICE IN PERSON OR WITHIN FIVE DAYS AFTER IT WAS DEPOSITED IN THE MAIL BY GIVING WRITTEN NOTICE OF THAT TERMINATION TO THE OWNER, SUBDIVIDER, OR AGENT SELLING THE PROPERTY.

DATE \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1d

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the May 27, 2021, Board of Education Special Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the May 27, 2021, Board of Education Special Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the May 27, 2021, Board of Education Special Meeting

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jorge A. Aguilar, Superintendent <b>Approved by:</b> N/A</p>
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# Sacramento City Unified School District BOARD OF EDUCATION SPECIAL MEETING

## **Board of Education Members**

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Phillips, (Trustee Area 7)  
Isa Sheikh, Student Member

**Thursday, May 27, 2021**  
**4:30 p.m.**

**Serna Center**  
Washington Conference Room  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## ***Minutes*** **2020/21-39**

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

*The meeting was called to order at 4:36 p.m. by President Pritchett, and roll was taken.*

#### *Members Present:*

*President Christina Pritchett  
Vice President Lisa Murawski  
Second Vice President Darrel Woo  
Leticia Garcia  
Chinua Rhodes*

#### *Members Absent:*

*Jamee Villa  
Lavinia Grace Phillips*

*Student Member Isa Sheikh arrived at 6:00 p.m. for Open Session.*

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

#### **NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

***Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); or (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/SpecialMeetingMay27>; or (3) using the same URL, submitting a request for oral comment. Regardless of the method by which public comment is submitted, the submission deadline shall be no later than noon, May 27. Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time***

*allowed for public comment, depending on the agenda item and the number of public comments.*

### **3.0 CLOSED SESSION**

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

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

*a) Existing litigation pursuant to subdivision (d)(1) of Government Code section 54956.9 (San Joaquin County Superior Court Case No. STK-CV-UBC-2019-0007274; San Francisco County Superior Court Case No. CPF-15-514477; and OAH Cases Nos. 2021010160, 2021010068, and 2021030598)*

#### **3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)**

**3.3 Government Code 54956.8 – Conference with Real Property Negotiators: Property: 2718 G Street, Sacramento, CA**  
*Agency Negotiator: Superintendent or Designee*  
*Negotiating Parties: SCUSD and Mogavero/Bardis Homes*  
*Under Negotiation: Price and Terms*

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

*Public Comment: None*

### **4.0 RECONVENE INTO OPEN SESSION**

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

*With a unanimous vote of 5-0 with 2 members absent, the Board passed OAH case numbers 2021010160, 2021010068, and 2021030598.*

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

#### **6.1 Approve AB/SB 86 Expanded Learning Opportunities Grant Plan Adoption (Vincent Harris)**

*Continuous Improvement and Accountability Officer Vincent Harris gave the grant timeline, plan, context setting, system context, parameters, focus student groups, fiscal requirements, stakeholder involvement, PIQE Survey Results, student identification and needs assessment, plan for informing parents, guardians, and students, an SCUSD ELO plan (which included summer school 2021 & 2022, accelerating progress, extending learning time, integrated supports, and training staff), additional reports, next steps and recommendations. Assistant Superintendent of Budget Services Adrian Vargas spoke to the fiscal requirements and to an expenditure plan, and Youth Development Director Manpreet Kaur and Student Support and Health Services Director Victoria Flores spoke to*

*the SCUSD ELO plan.*

*Public Comment:*

*Angie Sutherland*

*Sara Williams Kingsley*

*Rene Webster Hawkins*

*Board Comment:*

*Superintendent Aguilar made some additional comments regarding this item.*

*Member Garcia thanked staff; she noted the compressed timeline and how that made it more difficult to obtain community input. She also thanked the Superintendent for highlighting the valuable input from partnership with PIQE. She asked if there will additionally be identification of students at site level. Mr. Harris responded that principals will provide input as part of a two-step process. Member Garcia asked about the allocation of resources for training and asked when training will happen. Mr. Harris responded that it will be figured out over the next few weeks. Ms. Flores gave more detail. Member Garcia asked how the success of these investments will be measured. Mr. Harris noted that student targets are cross referenced in the LCAP. Member Garcia asked where the voice of school site staff is reflected in the plan. Mr. Harris said the LCAP survey was leveraged to help with the challenge of incorporating all voices.*

*President Pritchett asked that more be said about summer assessments. Assistant Superintendent of Curriculum and Instruction Matt Turkie explained the different summer programs and assessments at the different grade levels. He also said that special education students are included. President Pritchett asked if District teachers would be doing the tutoring. Mr. Turkie said that they will be. President Pritchett suggested adding the Shine Program. She asked how to choose sites for family engagement. Mr. Harris said he will get back to her.*

*Second Vice President Woo asked how students will learn about this. Ms. Flores said that the District has used this program before with students and that it is a structured, guided activity, albeit they choose their own learning adventure.*

*Vice President Murawski thanked staff. She asked how many and which students will be served. Mr. Harris answered that this will be part of the next phase. Superintendent Aguilar asked Mr. Turkie to explain high dosage tutoring. Vice President Murawski asked what the plan is to come back to the Board. Mr. Harris explained. For future response, Vice President Murawski asked about individual assessments, literacy skills for early grades, in person services for special education students, and cultural and linguistic access.*

*Member Rhodes said he is excited to see this. He asked if the high dose tutoring includes English language students and, if so, how are they being incorporated. Mr. Turkie answered that English language students are one of the priority groups, and that bilingual aides will be hired. Member Rhodes asked if dual immersion programs will be bilingual at dual immersion sites or if all summer programs will be held in English. Mr. Turkie answered that all summer programs will be in English. Member Rhodes pointed out that there is a learning loss in both languages in the dual immersion programs, and so he feels it is imperative to get supports in the dual immersion programs.*

*Member Garcia moved to approve the item, and Vice President Murawski seconded. The motion passed 5-0 with Members Phillips and Villa absent.*

## 6.2 Facilities Master Plan Update (Rose Ramos and Nathaniel Browning)

*Chief Business Officer Rose Ramos explained that the District issued a request for proposal in 2019 to solicit a group to complete the facilities master plan; the firm selected to complete this plan is DLR Group. Interim Assistant Superintendent of Facilities Leigh Sata introduced DLR Group employee Mark Covington and RSS Consulting employee Regina Stanback Stroud. These two organizations presented.*

### *Public Comment:*

*Mohammad Kashmiri  
Terrence Gladney  
Angie Sutherland  
Rene Webster Hawkins  
Sara Williams Kingsley*

### *Board Comment:*

*President Pritchett thanked all that have worked on this. She asked if a list of sites by facility condition can be obtained. Ms. Ramos said she will share one with the board when Mark Covington lets her know when a website that is being developed goes live. President Pritchett asked what is the start date of the plan. Mr. Sata said the assessments began in 2019. President Pritchett asked if we can keep the plan updated. Mr. Sata said yes. President Pritchett asked what happens after Board approval in August. Ms. Ramos said they will start planning for the prioritization of projects and give the Board regular updates. President Pritchett asked if the bond oversight committee for Measures Q and R get rolled over for Measure H. Ms. Ramos said not necessarily as the Board had asked for recruitment for Measure H; current members of the Measure Q and R bond oversight committee could apply, however.*

*Member Garcia said she is trying to reconcile serving students with the greatest need and very old facilities. She asked for understanding on this. Mr. Sata said they are looking for a balance of health, safety, and accessibility issues. He referred to six petals presented and said they do not quite have the balance yet. Member Garcia asked what the baseline is of what would like to be seen at every site and where the gap is in where what we want to see and where we are, and how to fill that gap. She asked if the petals are the baseline. Mr. Sata said that, in ideal world, if the 3.5 million dollars were available today, each of the schools would have the petals filled out. Obviously, he continued, with the \$750 million dollars that is there to spend, all of the petals will be achieved. The question is then, which schools will first receive funding versus necessary repair work that needs to be done. Member Garcia then asked if additional analysis needs to be made regarding transitional kindergarten facilities. Mr. Sata said this is new information to all and so will require another round of data and information, but they have a pretty good idea of which sites have additional capacity. Member Garcia asked they look to see if other dollars outside of Measure H can be utilized. She lastly said it is exciting that neighborhoods can see real change at sites, and she would like robust communication with communities. She asked how the conversation can be kept going beyond the work being done by DLR Group.*

*Vice President Murawski asked how the Board's feedback fits into this process. Mr. Sata mentioned starting with a place in the LCAP and invited the Board to consider this as a beginning of a process that the Board will continue to engage in over time. Vice President Murawski said she would*

appreciate having more regular updates and feedback. Ms. Ramos also shared that there are tiers within each of the three legs of the process. Vice President Murawski gave her thoughts on the role of the Board in this process, and she looks forward to seeing the data. She asked if the data will be available after the Board adopts the plan. Mr. Covington said the data will be available to staff early next week, and he said how it communicates to the community will be brought back to the Board for approval. Vice President Murawski asked what the master plan will entail. Ms. Ramos shared more information on the assessments.

Member Rhodes said that the conditions of the school sites are an equity issue and so us tackling these things does align with our equity statement and is very important. He also said he enjoys seeing data points on paper, and he is glad they will be receiving something the week of June 1st. He requested that he, the Superintendent, Facilities Director Nathaniel Browning, and DLR Group physically visit some of the sites, especially in Trustee Area 5. He asked that this happen after the data is received after June 1<sup>st</sup>. He suggested that the other Board members conduct visits in their areas as well.

Member Garcia said that, if there is an opportunity to partner up with other Board members in visiting District sites, she would like to do that. Superintendent Aguilar said that an in-person 2-by will be arranged for this. Student Member Sheikh asked that he be included in the visits.

## **7.0 ADJOURNMENT**

The Board adjourned back to Closed Session. Upon returning to Open Session, President Pritchett stated that there were no announcements out of Closed Session, and she asked for a motion to adjourn the meeting; a motion was made by Student Member Sheikh and seconded by Second Vice President Woo. The motion was passed unanimously, and the meeting adjourned at 7:11 p.m.

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Jorge A. Aguilar, Superintendent and Board Secretary

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public portion of the special Board meeting, please contact the Board of Education Office at (916) 643-9314 at least 8 hours before the scheduled Board of Education special meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)]*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1e

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the June 3, 2021, Board of Education Special Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the June 3, 2021, Board of Education Special Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the June 3, 2021, Board of Education Special Meeting

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jorge A. Aguilar, Superintendent <b>Approved by:</b> N/A</p>
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# Sacramento City Unified School District BOARD OF EDUCATION SPECIAL MEETING

## Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Phillips, (Trustee Area 7)  
Isa Sheikh, Student Member

Thursday, June 3, 2021  
4:30 p.m.

Serna Center  
Washington Conference Room  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## **MINUTES** 2020/21-40

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

The meeting was called to order at 4:35 p.m. by President Pritchett, and roll was taken.

#### *Members Present:*

President Christina Pritchett  
Second Vice President Darrel Woo  
Lavinia Grace Phillips  
Chinua Rhodes  
Jamee Villa

Leticia Garcia (arrived at 4:38 p.m.)  
Vice President Lisa Murawski (arrived at 4:40 p.m.)

Student Member Isa Sheikh arrived at 6:00 p.m. for Open Session.

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

#### **NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); or (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/SpecialMeetingJune3>; or (3) using the same URL, submitting a request for oral comment. **Regardless of the method by which public comment is submitted, the submission deadline shall be no later than noon, June 3.** Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or



***decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.***

### **3.0 CLOSED SESSION**

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

3.1 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)*

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

*Public Comment on Closed Session:*

*Angie Sutherland*

*Renee Webster-Hawkins*

### **4.0 RECONVENE INTO OPEN SESSION**

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

*None.*

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

6.1 *Proposed Implementation of COVID-19 Relief Funds (Rose Ramos)*

***Information***

*The presentation was given by Chief Business Officer Rose Ramos, Chief Academic Officer Christine Baeta, Director of Accounting Jesse Castillo, Assistant Superintendent of Student Support Doug Huscher, Director of MTSS Jennifer Kretschman, and Director of Student Support and Health Services, Victoria Flores.*

*Public Comment:*

*Elizabeth Campbell*

*Claudia Jasin*

*Tara Thronson*

*Allison Cagley*

*Board Comments:*

*Member Phillips said she is concerned about moving into the future with temporary funding and asked why we might be looking at two and a half years or so to make changes from decades of*

*systemic issues. She noted that a number of 28 schools was given in the presentation and asked to know specifically which schools these are. She also asked to see how the distribution of funds would be made for the 75 school sites. She noted it appears Positive Behavioral Interventions and Supports (PBIS) is wanted to be paired up with Multi-Tiered System of Supports (MTSS) and asked how it is expected in the long run to continue with a benefit when temporary funding is used. She asked for a breakout of the positions that are needed versus the positions we already have, and to have those costed out. Ms. Flores gave an overview with respect to student support centers and the distribution of schools that have those centers versus those that do not, as well as the District's vision for a baseline approach for what all schools would have using these temporary funds. She said the 28 schools are listed on the student support center website and that she will send them. She said that every school will get something, but those schools that have the highest need will get the most. She also spoke about staffing at specific schools and said she will also share the staffing information. Superintendent Aguilar answered the question of why the District is using one-time funds for these long-time problems.*

*President Pritchett thanked staff for the presentation. She recommended working on a resolution with staff in the near future regarding suspensions for students in kindergarten through 3<sup>rd</sup> grade. She asked if funding noted for home visits are funds that will be used for parent-teacher home visits. Ms. Flores said that social workers do make home visits, but this is for additional support for intensive outreach. President Pritchett said she hopes we can look into additional support for the parent-teacher home visits as well. She asked about school safety. Ms. Ramos pointed out examples of school safety that were included in the presentation and said there are other areas of school safety included, and she gave examples.*

*Student Member Sheikh asked what is the plan for when the temporary positions can no longer be supported. Superintendent Aguilar responded that this is a high level program and we want to hear what is important to the Board, such as parent home-visits. He also said we will continue to focus on closing the structural deficit. Student Member Sheikh said students that have a support center on campus are very happy with it. He noted that this is a one-time cost.*

*Second Vice President Woo asked how this post COVID-19 plan melds with the LCAP plan. Superintendent Aguilar said what is presented tonight is connected and interwoven with the LCAP plan.*

*Member Garcia thanked the presenters. She asked to clarify that*

*the five percent for staff support discussed at one point in the presentation is the same as a detailed five percent noted in other parts of the presentation. Superintendent Aguilar replied that what is currently being proposed is that we need to make sure that we are appropriately set up to make these expenditures and meet all of the compliance regulations. These funds are going to require that we build up, for example, human resources temporarily so that we can process the job descriptions, outreach, etc. Expenditures will need to be made in the area of facilities as well. This will require investment in administrative support. What is being proposed is that not more than five percent be budgeted for this type of administrative support. Member Garcia noted that this is supplemental funding. She also noted that there will be school sites that require more funding. She said she wants to make sure it is clear that all sites will receive resources. She noted that the first cohort, which was very successful, was for school sites that opted in, and she asked if the second cohort is reflected on school sites that actually need to be part of the next round as opposed to those that choose to be. Ms. Baeta and Ms. Kretschman gave more context in the selection of the first and future cohorts. Member Garcia asked about scaling for the 28 school sites. Ms. Flores responded that they are looking at what is existing, what is still needed, and what sites have nothing. She said the details can be shared. Member Garcia asked about before and after school program subsidies. Superintendent Aguilar spoke about the administrative support required and how to determine demand. Member Garcia lastly asked at what point do we ask what the school sites themselves are getting. She asked when we start hiring additional teachers and classified staff. Ms. Flores spoke about the ways students can be served more sufficiently.*

*Vice President Murawski said the presentation felt somewhat disjointed in terms of the different initiative pieces and the LCAP. She asked what is envisioned overall as the process, reporting, and accountability to tie all of it together. Superintendent Aguilar said this will require more discussion as it is relatively new; she has not had the opportunity to hear the Systemic Instructional Review (SIR) report and recommendations from the California Collaborative for Educational Excellence (CCEE), which he hopes can be brought to the Board soon. He said that regarding these recommendations, the District has informed them that we think it is critical to stitch together what Vice President Murawski just mentioned. He said we will be working with the Sacramento County Office of Education (SCOE) and the Carnegie Foundation for Teaching and Learning to achieve this. Vice President Murawski asked what is the process for Board and public review of the plans, approval of an expenditure plan, when will they be proposed in the budget, and how much will be proposed in the upcoming budget versus adopted at a future date or dates.*

*Superintendent Aguilar responded that we do have a sense of this, but they will have to come back to the Board to give a prioritization of positions that require new job descriptions and findings with the Human Resources Department of those positions which already exist and have to be refined. Also we think we have to move fairly quickly in posting some of those positions so that we can start the recruitment process. Vice President Murawski asked if those funds have already been budgeted. Ms. Ramos went back to the slide regarding this in the presentation and explained. Vice President Murawski asked when these budgeting expenditures would next be brought to the Board. Ms. Ramos said some in June and the remainder in August. Vice President Murawski noted that the Board needs to think about what should be asked for as a board in order to have accountability as a board. Looking at the aspect of one-time funds, she also noted that the Board can look at ways of spending the money in a way that builds capacity. Superintendent Aguilar reminded that we are entering budget adoption season and asked that the Board members review the LCAP. Vice President Murawski commented that she wants to make sure there is a plan for subgroups, mental health supports for staff, and more arts and extracurricular opportunities for students. She also said she is glad we have a set aside for increasing administrative capacity.*

*Member Villa said she is also concerned about sustainability and hiring for short-term positions. She would like to see more information about again working with the local college pipeline, working with the credentialing programs, and being resourceful and creative with funds for people within the community in supporting them in a pipeline, so hopefully they want to join our District long-term. She also likes the idea of creating a stand-alone program at the school sites for a mental health support center for students that is long-term. She asked how SCOE looks at any District plan to spend one-time funds for the creation of long-term salary positions. She said she agrees with Vice President Murawski in that she feels the most bang for the buck will be in art and music programs, and field trips.*

*President Pritchett said she agrees with Member Villa's comments and said she would like staff and the Board to consider parent resource centers. She said the Board will need to look at how arts and music programs that were cut at one stop staffing can be reincorporated.*

*Member Rhodes said he agrees regarding the arts programs and integration work. He also said he feels a good use of one-time funds would be to recreate space at the facilities. He said we need to be cognizant of custodial need at sites as we currently do not have enough custodians to fit the need. He said this is the same for school nurses as well. He gave Cesar Chavez Elementary*

*School as an example of great school climate and improvement.*

*Superintendent Aguilar asked Ms. Baeta to wrap up using the focus of an MTSS lens.*

## **7.0 ADJOURNMENT**

*President Pritchett asked for a motion to adjourn the meeting; a motion was made by Member Villa and seconded by Vice President Murawski. The motion was passed unanimously, and the meeting adjourned at 9:13 p.m.*

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*Jorge A. Aguilar, Superintendent and Board Secretary*

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public portion of the special Board meeting, please contact the Board of Education Office at (916) 643-9314 at least 8 hours before the scheduled Board of Education special meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)]*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1f

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the June 10, 2021, Board of Education Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the June 10, 2021, Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the June 10, 2021, Board of Education Regular Meeting

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jorge A. Aguilar, Superintendent <b>Approved by:</b> N/A</p>
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# BOARD OF EDUCATION MEETING AND WORKSHOP

## Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Grace Phillips, (Trustee Area 7)  
Isa Sheikh, Student Member

Thursday, June 10, 2021

4:30 p.m. Closed Session

6:00 p.m. Open Session

## Serna Center

Community Conference Rooms  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

# MINUTES

2020/21-41

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

### NOTICE OF PUBLIC ATTENDANCE BY LIVESTREAM

Members of the public who wish to attend the meeting may do so by livestream at:  
<https://www.scusd.edu/post/watch-meeting-live>.

*No physical location of the meeting will be provided to the public.*

*The meeting was called to order at 4:34 p.m. by President Pritchett, and roll was taken.*

#### *Members Present:*

*President Christina Pritchett*

*Vice President Lisa Murawski*

*Second Vice President Darrel Woo*

*Leticia Garcia*

*Lavinia Grace Phillips*

*Chinua Rhodes*

*Jamee Villa*

#### *Members Absent:*

*Student Member Isa Sheikh arrived at 6:00 p.m. for Open Session.*

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

### NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:

*Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the*

URL <https://tinyurl.com/BoardMeetingJune10>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline for closed and open session items shall be no later than noon, June 10. Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.

*Public Comment on Closed Session:*

### **3.0 CLOSED SESSION**

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

3.1 *Government Code 54956.9 - Conference with Legal Counsel:*

- a) *Existing litigation pursuant to subdivision (d)(1) of Government Code section 54956.9 (San Joaquin County Superior Court Case No. STK-CV-UBC-2019-0007274 and San Francisco County Superior Court Case No. CPF-15-514477)*
- b) *Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (Two Potential Cases)*

3.2 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)*

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

*Public Comment:*

*Sumalee Downer*

*Renee Webster-Hawkins*

*Angie Sutherland*

*Grace Trujillo*

*Sarah Williams Kingsley*

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

4.1 *The Pledge of Allegiance*

4.2 *Broadcast Statement*



4.3 Stellar Student – Destinee Griffin, an 8<sup>th</sup> grade student from Fern Bacon Middle School, was introduced by Member Villa.

## 5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

Counsel Anne Collins announced that on May 27<sup>th</sup> the Board approved, by a vote of 5-0 with Members Phillips and Villa absent, a settlement agreement in San Joaquin County Superior Court Case No. STK-CV-UBC-2019-0007274 titled Sacramento City Unified School District vs. Workday, Inc. and Sierra Cedar, Inc. The settlement agreement has now been finalized and executed by defendants. The essential terms of the agreement include payments totaling \$2.75 million dollars by Workday, Inc. and Sierra Cedar, Inc. to Sacramento City Unified School District and a waiver of all outstanding claims by all parties.

## 6.0 AGENDA ADOPTION

Public Comment: Terrence Gladney

President Pritchett responded to an inquiry of Mr. Gladney's by stating that she had asked that the order of a prior agenda be changed so that public comment would be heard prior to public hearing. This was done so that those wanting to make public comment would not have to wait to comment at a very late hour.

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

## 7.0 PUBLIC COMMENT

15 minutes

Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/BoardMeetingJune10>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline shall be no later than noon, June 10 for any agenda item. Individual public comment shall be presented to the Board orally for no more than two minutes or other time determined by the Board, on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.

Public Comment:  
Ben Gravitz  
Juan Ramirez  
Angela Davis  
Clarence Johnson  
Alina Cervantes  
Clarissa Sanchez  
Alan Cox

Angie Sutherland  
Grace Trujillo  
Charnae Moore  
Ingrid Hutchins  
Damian Harmony  
Zachary Bryant  
Daniel Darby  
David Fisher  
Nikki Milevsky  
David Gonzales  
Erin Darke  
Jody Bone  
John Doe  
John Meyers  
Kara Synhorst  
Karen Hall-Sandlund  
Lisa Stinson  
Marcelle Amparo  
Melissa Reynoso  
Renee Webster-Hawkins  
Rich Vasquez  
Sarah Williams Kingsley  
Scott Chase  
Terrence Gladney  
Teresa Hanneman  
Julie Ketchel  
Tracy Adams

## **8.0 SPECIAL PRESENTATION**

### **8.1 Approve Resolutions:**

**Action**

- *Approve Resolution No. 3208 Recognizing Pride Month, June 2021 (Vice President Murawski)*

*Vice President Murawski and Eric-X Perez of the Sacramento LGBTQ Community Center presented the resolution along with Coordinator of the Connect Center Daniel Cisneros.*

#### **Public Comment:**

*Rene Webster-Hawkins*

#### **Board Comments:**

*President Pritchett thanked Vice President Murawski for bringing the resolution to the Board, and she said she hopes that in our lifetime we see a world where we do not need a special month for specific groups because there is inclusion all year-round.*

*Vice President Murawski motioned to approved the resolution. Second Vice President Woo seconded, and the motion passed unanimously.*

## **9.0 PUBLIC HEARING**

### *9.1 Public Hearing: Proposed Fiscal Year 2021-2022 Budget for All Funds (Rose Ramos)*

**First Reading**

*Chief Business Officer Rose Ramos presented along with Assistant Superintendent of Business Services Adrian Vargas and Accounting Director Jesse Castillo. Their presentation included information on financial reporting requirements, May revision highlights, 2020-21 estimated actuals, the 2021-22 proposed budget, the fiscal recovery plan, 2021-22 multi-year projections, potential future risks and opportunities, and a summary.*

#### *Public Comment:*

*Daniel Darby*

*David Fisher*

*Nikki Milevsky*

*Ingrid Hutchins*

*Alan Cox*

#### *Board Comments:*

*Student Member Sheik asked why average daily attendance (ADA) is projected as lower next year. Ms. Ramos answered that this is because the projected COLA in the out years is less than the mega COLA. Student Member Sheikh commented on the College Board and Scholastic Achievement Test (SAT), and asked if District coverage of the SAT could continue to be covered in the budget. Superintendent Aguilar said it will be looked into.*

*Member Garcia thanked staff for their work on this and asked why SR3 dollars are included in the budget. Mr. Vargas explained that a plan and template needs to be developed for SR3, and that there is a code for it, but it cannot yet be viewed on the California Department of Education (CDE) website. Another reason is that there is not yet a spending plan devoted to SR3. He said he anticipates it will be reflected in the unaudited actuals. Regarding the fiscal recovery plan, Member Garcia asked if the preschool program could be reconsidered for reinstatement in the budget. Child Development Director Jacquie Bonini spoke of the impact to the program at Superintendent Aguilar's request. She noted that it would be very difficult to run the program without the staff that has been*

*eliminated from the budget. Member Garcia proposed that this program be included in the budget that the Board sees next time. She would like to see it included for at least one year, and she would like to ensure that this program be included in the items for further discussion that were listed in the presentation. She also asked for the timeline regarding programs that were on the list for further discussion. Superintendent Aguilar replied that a workgroup will be put together over the summer. Member Garcia asked when the net positive impact to the on-going, nonrestricted general fund budget will be seen. Ms. Ramos explained the May Revise and assured that any significant updates from the state would be shared with the Board. Member Garcia asked if it is safe to tell the community that the District is no longer in an imminent state takeover. Associate Superintendent of the Sacramento County Office of Education Nick Schweitzer responded that based on current numbers, the District does have sufficient reserves for the coming year and the following two years to retain solvency. They are still, however, very concerned about the structural deficit that the District will also carry. Member Garcia said she feels that the SAT is known to not measure fairly among students of color, but seeing that many colleges and universities have not done away with it, she is concerned that the SAT not be covered by the District, as Seniors this year did not have an opportunity to test last year. Superintendent Aguilar addressed her comment and gave examples of other areas in which the PSAT and SAT are useful in providing greater opportunities for students.*

*Member Phillips commented that the PSAT and SAT tests fit into the category of being racist and so do not provide opportunity for all. She said we have to be careful with some tests. She asked to clarify that the preschool program and college and career visits have been moved to the items for further discussions list. Member Garcia clarified that she requested that the preschool program be included in the budget for one full year and that the preschool program also be included in the further analysis list so that it can be moved forward beyond being funded for just one year. Superintendent Aguilar explained further and said that college and career visits may be included for consideration as part of one-time funds. He will work with staff to see if that is a possibility. Member Phillips asked what else is supposed to be cut and how can this be made to work as we seem to be bailing ourselves out every year. She asked if we have considered any austerity measures. Superintendent Aguilar pointed back to two slides in the presentation that illustrated that the District is still operating on a deficit and, if it were not for the one-time funding, the imminence of receivership would not have gone away. He*

*offered 2-by meetings with the Board to go over the information of these two slides closely.*

*President Pritchett noted the eight percent increase in health care costs.*

*Vice President Murawski thanked the team for presenting. She agrees with Member Garcia that we need the year to look at the preschool program, especially given family challenges that arose from COVID-19. She also feels common assessments are necessary to allocate spending appropriately and effectively. She asked what criteria is required around budget approval. Mr. Schweitzer replied that the structural deficit is of significant concern to them and at second interim they identified other concerns of the fiscal history of the District and the potential for the District to fall back into a fiscal crisis where in a few years the District may again be imminently at risk of insolvency.*

*9.2 Public Hearing: Local Control and Accountability Plan  
3-Year (Vincent Harris and Steven Ramirez-Fong)*

**First Reading**

*The presentation was given by Chief Continuous Improvement and Accountability Officer Vincent Harris, Assistant Superintendent of Business Services Adrian Vargas, LCAP/SPSA Coordinator Steven Fong, and Student Advisory Council members Isa Sheikh and Sara Faraj. The team went over District budget and spending priorities, alignment across District plans, LCAP context, intersectionality, disaggregation of data, a timeline, some appreciations, examples of progress in the LCAP process, components of the LCAP, Local Control Funding Formula (LCFF) budget overview for parents, LCFF supplemental and concentration grant funding, a plan summary, LCAP goals and expenditures, key contributors and sources, overarching themes of stakeholder input, the goals of college and career readiness, foundational educational experience, targeted supports for students, culture and climate, engagement and empowerment, MTSS implementation, District graduate profile, basic conditions and services, and opportunities for growth moving forward.*

*Public Comment:  
Duane Campbell  
Sarah Williams Kingsley  
Renee Webster-Hawkins  
Mo Kashmiri  
Terrence Gladney*

*Board Comments:*

*Member Villa said this is a fantastic roadmap that is very robust. She is very happy with the report as it is thorough and detailed.*

*Vice President Murawski agreed with Member Villa's comments and said she is impressed and appreciates the stakeholder involvement. She asked how firm the goal is around early literacy. Mr. Harris spoke to this and said that this is one of the goals that is still formative at this point. Mr. Ramirez-Fong gave additional information. Vice President Murawski said she would like to know if it is an action within a goal itself and said it is an area in which she would like to see more focus. She wondered if the former operational excellence goal that became the baseline of maintaining operations should be part of LCAP or part of something else instead. She asked why some actions do not have an expenditure attached to them. Mr. Ramirez-Fong explained that some are still waiting on estimates, for others they still need to determine how much of the expense is personnel, and for others they are checking on a grant application. Vice President Murawski asked that those items be shown as "to be determined". She also observed that it is hard to see what is continuing versus what is new. She asked when something comprehensive will be available that shows tracking of all the metrics and activities and can be regularly updated. Mr. Harris answered as soon as the first quarter of the school year they will start something and can commit to a quarterly process of review; those things that are easy to measure will come to the Board right away.*

*Student Member Sheikh asked what does it materially mean when the Board takes a vote to approve the LCAP later in the month. Mr. Harris said that it means the Board is committing to the plan, which is an evolving plan.*

*Member Garcia thanked all volunteers and staff for all the work that goes into developing the LCAP. She asked for a clarification of what is new, an explanation of what worked and will continue to be funded, and what will no longer be funded. She also asked how to break out what is contingent upon negotiations. She thanked the group for elevating English learners and making sure that English language advisory committees are being formed at the school site level. Mr. Harris responded that it was a challenge to get measurements but they will get clarity on those questions.*

9.3 *Public Hearing: Second Reading of Revised Board Policy 5146, Married/Pregnant/Parenting Students (Raoul Bozio and Victoria Flores)*

**Action**

*In-House Legal Counsel Raoul Bozio and Student Support and Health Services Director Victoria Flores presented the second reading and revision to Board Policy 5146, Married/Pregnant/Parenting Students. They recapped what was presented at the last Board meeting as well as changes from the last Board meeting.*

*Public Comment:  
None*

*Board Comments:*

*Second Vice President Woo motioned to approve and Member Villa seconded. The motion was unanimously passed.*

**10.0 COMMUNICATIONS**

10.1 *Employee Organization Reports:*

**Information**

- *SCTA – David Fisher reported on behalf of SCTA*
- *SEIU – No report given*
- *TCS – No report given*
- *Teamsters – No report given*
- *UPE – No report given*

10.2 *District Advisory Committees:*

**Information**

- *Community Advisory Committee – Taylor Kayatta reported on behalf of the CAC and Terrence Gladney made a public comment*
- *District English Learner Advisory Committee – No report given*
- *Local Control Accountability Plan/Parent Advisory Committee – Renee Webster-Hawkins reported on behalf of LCAP/PAC*
- *Student Advisory Council – Student Member Isa Sheikh reported on behalf of the SAC during his student board member report*

- *African American Advisory Board – Julius Austin reported on behalf of the AAAB and Terrence Gladney made a public comment*

### *10.3 Superintendent's Report (Jorge A. Aguilar)*

**Information**

*Superintendent Aguilar thanked staff across the District and reported that he has visited many schools in the past couple of weeks. He said there has been more students interacting and engaging. He thanked all staff that have continued to be committed to health and safety protocols and thanked all parents and families for committing to this as well as we finish off the school year. He congratulated the students graduating from American Legion High School and apologized to the American Legion community because there was a Board meeting on the day of their graduation. He noted the schedule of other graduations coming up over the next couple of weeks and congratulated all students on this important milestone.*

*President Pritchett asked for a motion to extend the meeting. A motion was made by Vice President Murawski to extend the meeting to 11:00 p.m. Student Member Sheikh seconded, and the motion was approved.*

*Public Comment: Terrence Gladney*

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

**Information**

*President Pritchett congratulated Student Member Sheikh and all graduating seniors.*

### *10.5 Student Member Report (Isa Sheikh)*

**Information**

*Student Member Sheikh gave congratulations to the American Legion graduating class of 2021, the Sacramento New Technology class, which graduated on May 28, and all classes graduating this June. He then spoke about District internet security and how it has adversely affected upper grade students in class. He also had concerns about the absence of a calendar to show what is happening in the fall. He reported on behalf of the Student Advisory Council as well and introduced the new 2021-2022 Student Board Member Jacqueline Zhang.*

### *10.6 Information Sharing By Board Members*

**Information**

*President Pritchett read a statement from the Board regarding Superintendent vote of no confidence.*

*Member Villa wished all students enjoyment of the last week of school and the summer.*



*Member Garcia asked to pull Item 11.1d from Consent Agenda. President Pritchett responded that it is being pulled. Member Garcia noted that she visited several school sites over the past week and said that students are much happier attending school in person. She is looking forward to the graduations next week.*

## **11.0 CONSENT AGENDA**

**Action**

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

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

*11.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Rose F. Ramos)*

*11.1b Approve Personnel Transactions 6/10/21 (Cancy McArn)*

*11.1c Approve 2021-2022 Adult Education Calendar (Cancy McArn)*

*11.1d Approve 2021-2022 Traditional School Attendance Calendar (Cancy McArn)*

*11.1e Approve Resolution No. 3209: Resolution of Intention to Convey Public Utilities and Public Facilities to the County of Sacramento at Fern Bacon Middle School (Rose Ramos and Nathaniel Browning)*

*11.1f Approve Exclusive Negotiating Agreement – Extension, 2718 G Street, Old Marshall (Rose Ramos and Nathaniel Browning)*

*President Pritchett asked for Item 11.1d to be pulled. A motion to adopt the Consent Agenda with Item 11.1d pulled was made by Second Vice President Woo and seconded by Vice President Murawski. The Board voted unanimously to adopt. Chief Human Resources Officer Cancy McArn then answered questions from the Board regarding Item 11.1d. Vice President Murawski made a motion to approve Item 11.1d, and Second Vice President Woo seconded the motion. The motion was approved 7-0 with Student Member Sheikh giving a student preferential vote of no.*

*Public Comment on Item 11.1d: Ian Davis and Mieko Davis*

## **12.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS**

**Receive  
Information**

### **12.1 Business and Financial Information:**

- *Enrollment and Attendance Report Month 8 Ending Friday, April 23, 2021 (Rose Ramos)*

*President Pritchett received the Business and Financial information/reports.*

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

- ✓ *June 24, 2021 4:30 p.m. Closed Session, 6:00 p.m. Open Session,  
Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*

### **14.0 ADJOURNMENT**

*President Pritchett asked for a motion to adjourn the meeting; a motion was made by Student Member Sheikh and seconded by Member Villa. The motion was passed unanimously, and the meeting adjourned at 10:57 p.m.*

---

*Jorge A. Aguilar, Superintendent and Board Secretary*

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



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1g

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the June 21, 2021, Board of Education Special Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the June 21, 2021, Board of Education Special Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the June 21, 2021, Board of Education Special Meeting

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jorge A. Aguilar, Superintendent <b>Approved by:</b> N/A</p>
---



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# Sacramento City Unified School District BOARD OF EDUCATION SPECIAL MEETING

Monday, June 21, 2021  
5:30 p.m.

Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Phillips (Trustee Area 7)  
Isa Sheikh, Student Member

Serna Center  
Washington Conference Room  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## MINUTES 2020/21-42

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

The meeting was called to order at 5:36 p.m. by President Pritchett, and roll was taken.

*Members Present:*

President Christina Pritchett  
Vice President Lisa Murawski  
Leticia Garcia  
Lavinia Grace Phillips (via Zoom)  
Chinua Rhodes  
Jamee Villa

*Members Absent:*

Student Member Isa Sheikh  
Second Vice President Darrel Woo (arrived at 5:38 p.m.)

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

**NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); or (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/SCUSDcommentspecialJune21>; or (3) using the same URL, submitting a request for oral comment. **Regardless of the method by which public comment is submitted, the submission deadline shall be no later than noon, June 21.** Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.

*Public Comment:*  
*Phil Garcia*  
*Mo Kashmiri*  
*Rich Vasquez*  
*David Fisher*  
*Erica Jaramillo*  
*John Meyer*  
*Terrence Gladney*  
*Maria Rodriguez*  
*Stella Steen*  
*Jenny Pierre*  
*Yvonne West*  
*David Rice*  
*Mary Collins*  
*Amanda Connolly*  
*Rochelle Reed*  
*Charles Jones*  
*Tim Hebert*  
*Stefany Rodriguez*  
*Art Young*  
*Elizabeth Campbell*  
*Janelle Peoples*  
*Alison French-Tubo*  
*Martha Doherty*  
*Esther Chapman*  
*Kimberlee Moravick*  
*Gwynnae Byrd*  
*Alysia Nordberg*  
*Leena Gurtis*  
*Gerald Tubo*  
*Nikki Milevsky*

### **3.0 CLOSED SESSION**

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

- 3.1 Government Code 54957 – Public Employee Performance Evaluation*  
*a) Superintendent*

### **4.0 ADJOURNMENT**

*President Pritchett called the meeting back to order and reported that there were no announcements out of Closed Session. She asked for a motion to adjourn the meeting; a motion was made by Vice President Murawski and seconded by Member Garcia. The motion was passed unanimously, and the meeting adjourned at 10:27 p.m.*

---

*Jorge A. Aguilar, Superintendent and Board Secretary*

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public portion of the special Board meeting, please contact the Board of Education Office at (916) 643-9314 at least 8 hours before the scheduled Board of Education special meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)]*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1h

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the June 24, 2021, Board of Education Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the June 24, 2021, Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the June 24, 2021, Board of Education Regular Meeting

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jorge A. Aguilar, Superintendent <b>Approved by:</b> N/A</p>
---



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# BOARD OF EDUCATION MEETING AND WORKSHOP

## Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia (Trustee Area 2)  
Jamee Villa (Trustee Area 4)  
Chinua Rhodes (Trustee Area 5)  
Lavinia Grace Phillips (Trustee Area 7)  
Isa Sheikh, Student Member

Thursday, June 24, 2021

4:30 p.m. Closed Session

6:00 p.m. Open Session

Serna Center

Community Conference Rooms  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## MINUTES

2020/21-43

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

#### NOTICE OF PUBLIC ATTENDANCE BY LIVESTREAM

Members of the public who wish to attend the meeting may do so by livestream at: <https://www.scusd.edu/post/watch-meeting-live>. No physical location of the meeting will be provided to the public.

The meeting was called to order at 4:33 p.m. by President Pritchett, and roll was taken.

#### Members Present:

President Christina Pritchett  
Vice President Lisa Murawski  
Second Vice President Darrel Woo  
Leticia Garcia  
Jamee Villa  
Student Member Isa Sheikh

#### Members Absent:

Lavinia Grace Phillips (arrived at 4:38 p.m.)  
Chinua Rhodes (arrived via Zoom at 4:41 p.m.)

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



**NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

***Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/SCUSDcommentJune24>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline for closed and open session items shall be no later than noon, June 24. Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.***

*Public Comment on Closed Session:*

**3.0 CLOSED SESSION**

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

3.1 *Government Code 54956.9 - Conference with Legal Counsel:*

- a) *Existing litigation pursuant to subdivision (d)(1) of Government Code section 54956.9 (San Francisco County Superior Court Case No. CPF-15-514477)*
- b) *Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (Two Potential Cases)*

3.2 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)*

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

3.4 *Government Code 54957 – Public Employee Appointment*  
a) *Principal, Albert Einstein Middle School*

3.5 *Government Code 54956.8 – Conference with Real Property Negotiators:*  
*Property: 2718 G Street, Sacramento, CA*  
*Agency Negotiator: Superintendent or designee*  
*Negotiating Parties: SCUSD and Mogavero/Bardis Homes*  
*Under Negotiation: Price and Terms*

3.6 *Government Code 54957 – Public Employee Performance Evaluation*  
a) *Superintendent*

*Public Comment:*  
*Caroline Cabias*  
*Daniel Darby*  
*Judy Farina*  
*Pat Scott*  
*Lamaia Coleman*  
*Flora Sanchez*  
*John Meyers*  
*Francis Smith*

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

4.1 *The Pledge of Allegiance*

4.2 *Broadcast Statement*

4.3 *Stellar Student – Destinee Griffin, an 8<sup>th</sup> Grade student at Fern Bacon Middle School was introduced by Member Villa*

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

*Counsel Anne Collins made the following announcement:*

- *By unanimous approval of 7-0, the Board approved San Francisco County Superior Court Case No. CPF-15-514477*

*Superintendent Aguilar made the following announcement:*

- *By unanimous approval of 7-0, the Board approved the appointment of Chase Tafoya as Principal of Albert Einstein Middle School*

*President Pritchett made the following announcement:*

- *By unanimous approval of 7-0, the Board approved a positive evaluation of Superintendent Aguilar for the 2020-21 school year. She reported also that this means that the Superintendent's employment agreement is extended through June 20, 2025.*

#### **6.0 AGENDA ADOPTION**

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

#### **7.0 PUBLIC COMMENT**

*Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); (2) submitted in writing, identifying the matter number and the name of the public member at the URL <https://tinyurl.com/SCUSDcommentJune24>; or (3) using the same URL, submitting a request for oral comment only when the matter is called, instead of written comment. Regardless of the method by which public comment is submitted, including a request for oral comment, the submission deadline shall be no later than noon, June 24 for any agenda item. Individual public comment shall be presented to the*

***Board orally for no more than two minutes or other time determined by the Board, on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District’s website. The Board shall limit the total time for public comment presented on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.***

*Public Comment:*

*Alice Mercer  
Carl Pinkston  
Daniel Darby  
David Aleman  
Donielle Prince  
John Doe  
John Meyers  
Lamaia Coleman  
Mo Kashmiri  
Renee Webster-Hawkins  
Terrence Gladney  
Jose Martinez  
Kense Martinez  
Michelle Rubalcava  
Elizabeth TenPas  
Rhonda Rios Kravitz  
Elizabeth Griswold  
Cecilia Flores  
Rebekah Turnbaugh  
Patricia Wentzel  
Tere Flores  
Lauren Cronin Wolkov  
Salena Pryor  
Kengo Akiyama  
Laurel Hollis  
Alan Saunders  
Jo Ann Solov  
Mark Dempsey  
Elizabeth Griswold  
Kate Lenox  
Jason Weiner*

## **8.0 COMMUNICATIONS**

### *8.1 Employee Organization Reports:*

***Information***

- *SCTA – Nikki Milevsky reported on behalf of SCTA*

## **9.0 SPECIAL PRESENTATION**

9.1 Recognition of Outgoing Student Board Member Isa Sheikh  
(President Pritchett and Superintendent Aguilar)

**Information**

*President Pritchett noted how Student Board Member Sheikh's tenure lasted throughout the pandemic, and she commended him for his exceptional service to the Board, District, and students, listing his many achievements during the past year. She presented him with a marble apple and card.*

*Student Member Sheikh spoke about his selection to the role of Student Board Member and what that meant over the past year, as well as some of his perceptions on being selected and being on the Board.*

*Public Comment:*

*Daniel Darby*

*Gwynnae Byrd*

*Michael Minnick*

*Renee Webster-Hawkins*

*Board Comments:*

*Member Garcia thanked Student Member Sheikh for all his hard work in being the student voice for student needs and said he has made the District proud.*

*Vice President Murawski said that the student body could not have had a more courageous and dedicated person as representative. She thanked him for using his voice.*

*Superintendent Aguilar thanked Student Board Member Sheikh and said he has not often met someone at this age that has the ability to unpack very difficult and complicated policy matters. He said that he is a gifted leader and hopes he comes back to visit after he has completed his studies at the University of Notre Dame.*

*The Board took a break of five minutes to celebrate with Student Member Sheikh.*

9.2 Resolution No. 3212: Resolution on Use and Expectations of  
One-Time Funds for Personnel Costs to Address the COVID-19  
Pandemic and Post Pandemic Needs (Leticia Garcia)

**Information**

*Member Garcia introduced the resolution and the reasons for bringing the resolution forward. She said the resolution is an attempt to strike a balance between using one-time funds to hire the necessary personnel to address learning loss and to clarify that these hires are temporary unless ongoing funds are identified to keep these positions. She said the resolution specifically memorializes actions by the state and District in response to the pandemic and the need to continue to serve students; it recognizes the historic \$313 million dollars in one-time funds from state and federal governments to help address learning loss, and that, despite this influx of funds, the District's unrestricted general fund budget is still projecting a structural deficit. It aligns with prior resolution 3180, which recognizes the existing structural deficit, and prior resolution 3100, which requires that, beginning with the 2022-23 budget or after the deficit is eliminated, to establish a reserve of no less than*

five percent. The resolution also declares the Board's commitment to use a portion of the one-time funds to hire additional staff and approves the Superintendent to hire additional staff and pay for additional hires in the years 2021-22, 2022-23, and 2023-24. It recognizes that these positions will go away unless ongoing savings or additional ongoing revenues are identified to keep some or all of these positions beyond 2024. It also directs the Superintendent to provide updates to the Board on the expenditure of one-time funds for these positions and to provide information on how any or all of these positions may be retained long-term without continuing to report a qualified or negative budget. At this time, she also made additional changes and additions to the language in the resolution per a document that she had already shared with other Board members.

*Public Comment:*

*Daniel Darby*

*Nikki Milevsky*

*Phil Garcia*

*Renee Webster-Hawkins*

*Terrence Gladney*

*Board Comments:*

*Vice President Murawski thanked Member Garcia for her leadership on this and said she supports the changes introduced. She also said she has minor edits to enhance clarity that she would share with Member Garcia. She stated that she believes it is important to make the Board's intentions clear.*

*President Pritchett also thanked Member Garcia for her work on the resolution.*

*Superintendent Aguilar said work will be done on the language and that the resolution will come back to the Board before the end of the fiscal year. He asked for direction from the Board on tying this back to LCAP and SPSA goals, as had been stated.*

*Member Garcia said it is an important point to tie this back to the LCAP. She said even the federal funds call out very specific student subgroups.*

*Vice President Murawski said that we need to use an equity framework.*

*Member Rhodes said we need to always look at how these resolutions impact the most marginalized groups and how they tie to the LCAP.*

9.3 *SELPA Local Plan: Connecting Special Educational Vision, Program, and Finance (Christine Baeta, Dr. Sadie Hedegard, and Geovanni Linares)*

**Information**

*SELPA Director Geovanni Linares and Assistant Superintendent of Business Services Adrian Vargas gave the introduction. The team presented the annual budget and service plan, a plan for greater transparency, and next steps.*

*Public Comment:*  
*Renee Webster-Hawkins*  
*Rich Vasquez*  
*Coalition for Students with Disabilities*

*Board Comments:*

*Member Garcia thanked staff for the presentation. She asked for clarity on some of the key differences between this plan and prior plans. She asked what is different about this plan that will better meet the needs of students. Mr. Linares said that, compared to last year's plan, this year's plan has consistencies across the state. Also, sections d and e now must be updated every year. He said the last substantial change made to our plan prior to the current plan was in 2007. Member Garcia said she noted there is still a high identification of students with disabilities in the District and so we have not started to change the trajectory of that identification; she looks forward to hearing more on how that will be tackled. Mr. Linares spoke to MTSS. She also noted that the alternative dispute resolution process is to be strengthened and asked how that system is to grow if we are getting less revenue. Mr. Linares noted that it is underfunded statewide and so local funding must make up the difference. He said that our efforts therefore have centered around building capacity for staff to identify and address those concerns at an early level.*

*Member Phillips said she echoes what Member Garcia said and asked for clarification on the maintenance of effort and local contribution. She asked, if we are required to put in as much as was put in the prior year, and this causes a major deficit because we do not have enough revenue stream, why we do not discuss this as part of the structural deficit. Mr. Vargas provided feedback in terms of these expenditures as they relate to overall District budgeting. Member Phillips then asked, if we identified more children earlier, would our revenue increase. Mr. Vargas answered that it would not increase revenue enough to cover the expenditures involved. Member Phillips said she feels it is more beneficial to provide students with the help they need as early as possible, and it is important to her that we address the fact that our Special Education budget for our students is also part of our structural deficit.*

*Vice President Murawski thanked Mr. Linares and Mr. Vargas for the presentation. She feels this is a good start and would like to see more of how we can do better. She asked, if the costs are growing by \$8.6 million from this year to next year, what comprises that amount. Mr. Vargas answered that it is the STRS and PERS increases, step and column increases for special education, and health and welfare make up the majority of the amount. Vice President Murawski gave recommendations for future presentations. She asked that a draft be developed by December for an annual publication.*

*Second Vice President Woo said it seems that the federal IDEA contribution is going down year by year, and yet students with disabilities as a percentage continues to go up. He said he would like to see a greater contribution for the services that the District is providing to students.*

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

10.1 *Local Control Accountability Plan (LCAP) Adoption (Vincent Harris and Steven Ramirez-Fong)*

**Action**

*The team gave a description of LCAP adoption and presented on alignment across District plans, a timeline, components of the LCAP, LCFF budget overview for parents, LCAP goals, key contributors and groups, key updates since the 6/10/21 public hearing, expenditure tables in the LCAP, expenditures appendix for SCUSD, early literary focus, a revision of goal statements, an assessment of what works, dashboard local indicators for 2021, local indicator alignment to LCAP metrics, opportunities for growth moving forward, dependent charter plans, and their recommendation.*

*Public Comment:*

*Atasi Uppal*

*Mohammad Kashmiri*

*Renee Webster-Hawkins*

*Rich Vasquez*

*Board Comments:*

*President Pritchett thanked staff involved in the forming of the LCAP and the LCAP/PAC.*

*Board Member Sheikh said staff has done an incredible job during this entire process in developing the LCAP and in including all the stakeholders. He thanked all involved for listening.*

*Member Garcia thanked staff. She said the process felt very robust this year. She thanked the committee PAC members as well for helping create this three year LCAP plan.*

*Vice President Murawski said this is a really good plan, and she appreciates all the hard work and volunteer work that went into it. She looks forward to the communication piece.*

*Member Rhodes said the removal of silos to help better impact our system is extremely important. He gave a shout out to the LCAP members and thanked them. He said the infusion of the work of other groups is commendable.*

*Member Garcia made a motion to approve the LCAP, and Second Vice President Woo seconded. The motion passed unanimously.*

*Student Member Sheikh motioned to extend the meeting to 1:30 a.m., and Vice President Murawski seconded. The motion passed unanimously.*

10.2 Adopt Fiscal Year 2021-2022 Proposed Budget for All Funds  
and Education Protection Account (Rose Ramos)

**Action**

*The presentation was given by Chief Academic Officer Christine Baeta, Chief Continuous Improvement and Accountability Officer Vincent Harris, Assistant Superintendent of Business Services Adrian Vargas, Director of Accounting Jesse Castillo, Assistant Superintendent of Student Support Doug Huscher, Director of MTSS Jennifer Kretschman, Director of Student Support and Health Services Victoria Flores, and Director of Guidance and Counseling Christina Espinosa.*

*Public Comment:*

*Daniel Darby*

*Mohammad Kashmiri*

*Board Comments:*

*President Pritchett asked the Superintendent, in regard to Resolution No. 3212 that is to be brought back next week, to reiterate how the hiring process will take place for positions being funded with one-time funds. He replied that this presentation tonight gives the Board an opportunity to think over the next week of any other changes they might want to make to the resolution; we are now proposing to use one-time funds in a way that outside entities have told us not to use one-time funds for expenditures that might put the District in a position in which those expenditures cannot be sustained. He said these should be thought of as baseline investments due to the District's position before the influx of the one-time funds. He said we need to be clear about how we would make it realistic to continue to sustain these expenditures.*

*Member Villa echoed what Superintendent Aguilar said, being very clear that this funding may go away and that we are creating a baseline, gives her concern. She noted that healthcare prices are going up for everyone. She asked if the day care support on site is an after school program. Superintendent Aguilar answered that this is to provide services after hours for things such as college and career counseling. Member Villa asked if this is primarily for high school students, and Superintendent Aguilar answered yes, for secondary students and that services for elementary students would be during the school day. Member Villa asked what the metrics will be to provide services to insure success for students. Ms. Flores responded that they offer quarterly data reports in their department already for student support centers that are funded at the school sites. She said they will continue to develop and publicize them. Member Villa said she would like to see if there is a possibility for the District to work with some local partnerships for the LGBTQ community. She asked what partnerships are being looked at for*



college and career experience. Ms. Espinosa said that the District has been in conversation with a couple construction business partners and that people from the STEM program have wanted to give robotics demonstrations. Member Villa said she would like to see interaction with local businesses. Ms. Espinosa said the District is open to expanding options. Member Villa asked how music opportunities were derived for seventh and eighth grade versus elementary. Ms. Baeta explained that this was a primary place to ensure that we were expanding our ability for equity, and that it was a good area to enrich the system. She said it is also part of a broader plan to develop arts and music.

Student Member Sheikh said he is very happy to see the inclusion of college and career visits and also the Sly Park opportunity for sixth graders. He asked how the District is going to attract quality candidates when the positions have a two-year end date. Superintendent Aguilar said the Board is committed to creating a budget structure in which these programs and services can be sustained long term; he said that although they do not control all of that, there will be a focus on it. He said that also there may be other districts looking to hire very similar positions and there was a meeting recently with partners at Sacramento State to see how coordination, with a human resources perspective, can be achieved. Chief Human Resource Officer Cancy McArn spoke to this as well.

Member Phillips said she does not like the idea of creating jobs and then taking those jobs away from people after only two years. She noted that we have a grant writer and asked if any consideration has been given to hiring another grant writer to try and draw more revenue. Mr. Harris responded that we have analyzed our grant writing capacity and fortunately our current grant writer is in a great position to manage all current opportunities. Member Phillips asked, so if we have maxed out on the amount of grants for which we can apply, where are we going to get the rest of the money to make up for the fact that we will not have the financial ability to keep these positions in a couple of years. She said the additional benefit to students feels very temporary. She wants to make sure that everything that can be done is being done to guarantee that most of these positions can be kept when the time runs out. Mr. Harris offered that, as we are aware of grants, we will continue to apply.

Member Garcia said she agrees; she wants to hire and retain. This is why the resolution contains having the Superintendent come back with a plan that includes identifying additional federal and state ongoing revenues, and that identifies savings through negotiated and non-negotiated solutions for all ongoing dollars that can be used to retain some of these positions.

*Superintendent Aguilar said that in some ways the investments that we are looking at probably would better position ourselves to compete for more grant fundings.*

*Vice President Murawski said she feels she is missing the full picture of all funding that will be in the budget later that is not in the budget now. She would like to know what is the plan for the additional revenue and what is the process by which the Board will discuss that given that the budget is being adopted tonight. Superintendent Aguilar reminded that he anticipates having to meet some form of deadline to report back on these funding sources as Ms. Ramos mentioned that the next reporting is in September. Mr. Vargas expounded on the September requirements. Vice President Murawski said that she wants to spend this money and feels there a lot of things missing in the budget. She asked why we are not funding more extra-curricular activities for every student over the next year. Superintendent Aguilar said it was very intentional, at least for positions, to present as of today because they want to be more detailed when coming back with information on programs and services; he said they want to get the positions posted so that they can start pulling for pools of candidates right away. There is a master plan for other services such as athletics, and the Board is not being asked to adopt this as a final plan for CARES funds. More on programs and services will come back to the Board sometime in early August. Vice President Murawski said we can use this time to build infrastructure.*

*Second Vice President Woo said he believes that there is a July 1st deadline under the CARES Act for school districts to identify wi-fi projects and the like, with the grant given on a first-come, first-served basis.*

*Member Rhodes asked if the SR3 is in the budget. Mr. Vargas said it is not at all and SR2 is recognized as part of the restricted fund balance. Also the ELO grant is included in the multi-year projections. Member Rhodes went over due dates with Mr. Vargas and highlighted areas of the budget that he found most beneficial and encouraging. He discussed the need for having a plan to address declining average daily attendance (ADA) and expanded ideas for student career opportunities. He also believes the arts should be at all District schools and that the students should have the Sly Park experience in sixth grade.*

*Member Garcia asked to understand why the declining enrollment percentage projection is much higher than in prior years. Mr. Vargas explained how the enrollment projection was developed. Member Garcia requested that this be part of the Board's regular updates. She also asked about the unappropriated general fund balance of \$28.7 million for the budget year and the two additional*

years. Mr. Vargas shared that this figure is the difference between the ending balance and the allocation for the revolving stores and pre-paids, as well as the reserve for economic uncertainty. Member Garcia asked that as allocations are assigned to this amount that the Board receive updates. She also asked for parental support when parents take on the role of chaperones. She said she is also looking forward to seeing more support for athletics and after school programs. She would like to see more information about instructional aides in subsequent presentations; she wants to see how many there are and where they will be going to give support.

Member Phillips asked if the budget absorbed the cost of removing school resource officers (SROs). Mr. Vargas said he does not have an answer to that, and Superintendent Aguilar said there will be a follow-up.

Vice President Murawski made a motion to approve the budget, and Member Villa seconded. The motion passed 6-1 with Member Phillips voting no.

*10.3 Approve 2021-2022 School Plans for Student Achievement  
(Vincent Harris and Dr. Kelley Odipo)*

**Conference/Action**

*The 2021-22 plan was presented by Chief Continuous Improvement and Accountability Office Vincent Harris, Director of State and Federal Programs Kelly Odipo, Washington Elementary School Principal Gema Godina, and MTSS Director Jennifer Kretschman.*

*Public Comment:  
Rich Vasquez*

*Board Comments:*

*Member Garcia asked how the School Plan for Student Achievement (SPSA) at an elementary school connects to the SPSA at the middle school that it feed into. Dr. Odipo answered that SPSAs do not connect from one school to another, and this is because they are based on the needs of the individual students at the individual school site. However, school sites could use information to track and see how students are doing for planning purposes.*

*President Pritchett asked how student movement between schools affects the SPSA. Mr. Harris replied that there is a lag as SPSAs are based on the populations of students.*

*Vice President Murawski thanked staff and Dr. Godina.*

*Superintendent Aguilar also thanked Dr. Godina and commended staff for their work on the mid-year review process.*

*Second Vice President Woo made a motion to move from Conference to Action, and Vice President Murawski seconded. The motion passed unanimously. Second Vice President Woo then motioned to approve, and Student Member Sheikh seconded. The motion passed unanimously.*

## **11.0 PUBLIC HEARING**

*11.1 Public Hearing: First Reading of Revised Board Bylaws 9121 (President) and 9322 (Agenda/Meeting Materials) (Raoul Bozio)*

**First Reading**

*In House Counsel Raoul Bozio presented the revisions of Board Bylaws 9121 and 9322.*

*Public Comment:  
None*

*Board Comments:*

*Vice President Murawski said that she supports the revisions.*

*Student Member Sheikh asked what is the process to submit agenda topics. President Pritchett answered that the process is to submit to the Superintendent and the Board President. Student Member Sheikh asked if the Executive Committee serves a function going forward. President Pritchett answered yes, the Executive Committee is still in existence and serves a function in that if she is absent from a meeting the Executive Committee would take over the meeting.*

*11.2 Public Hearing for Resolution No. 3209: Resolution of Intention to Convey Public Utilities Easement Entitlements to the County of Sacramento at Fern Bacon Middle School (Rose Ramos and Nathaniel Browning)*

**Action**

*Facilities Director Nathaniel Browning presented and said that this is a public hearing with the intention to convey easement entitlements to the County of Sacramento at Fern Bacon Middle School. He said the County is requesting the easement to provide utilities and to install a crosswalk in front of the school.*

*Public Comment:  
None*

*Board Comments:*

*Member Rhodes said he supports this, and that this will be a huge upgrade and will increase safety.*

*Vice President Murawski motioned to approve, and Member Villa seconded. The item was unanimously approved.*

**11.3 Public Hearing: SCUSD SELPA Local Plan – Governance, Annual Budget Plan, Annual Service Plan (Christine Baeta, Dr. Sadie Hedegard, and Geovanni Linares)**

**Action**

*SELPA Director Geovanni Linares presented the SELPA local plan and next steps.*

*Public Comment:  
Coalition for Students with Disabilities*

*Board Comments:*

*Member Phillips asked what is a padlet. Mr. Linares answered that it is like a jam board.*

*Vice President Murawski thanked Mr. Linares and motioned to approve this item. Member Phillips seconded, and the motion was approved unanimously.*

**12.0 CONSENT AGENDA**

**Action**

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

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

**12.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Rose F. Ramos)**

**12.1b Approve Personnel Transactions (Cancy McArn)**

**12.1c Approve Donations to the District for the Period of May 1-31, 2021 (Rose Ramos)**

**12.1d Approve Business and Financial Report: Warrants, Checks, and Electronic Transfers Issued for the Period of May 1-31, 2021 (Rose Ramos)**

- 12.1e *Approve Resolution No. 3210: Resolution to Convey Public Utilities and Public Facilities to the County of Sacramento at Fern Bacon Middle School (Rose Ramos and Nathaniel Browning)*
- 12.1f *Approve Resolution No. 3211: Delegating Duty to Accept Bids and Award Construction Contracts (Rose Ramos and Nathaniel Browning)*
- 12.1g *Approve Yearly Extension of the Facility Use Agreement with California Montessori Project, Capitol Collegiate Academy, Sol Aureus College Preparatory Academy, St. Hope Public Schools, and Yav Pem Suab Academy – Preparing for the Future (Jesse Ramos)*
- 12.1h *Approve Board of Education Meeting Calendar for the 2021-2022 School Year (Jorge A. Aguilar)*
- 12.1i *Approve Local Control and Accountability Plan (LCAP) Parent Advisory Committee (PAC) Member Selection (Steven Ramirez Fong)*
- 12.1j *Approve Minutes of the May 6, 2021, Board of Education Meeting (Jorge A. Aguilar)*
- 12.1k *Approve Minutes of the May 20, 2021, Board of Education Meeting (Jorge A. Aguilar)*
- 12.1l *Approve Minutes of the May 25, 2021, Board of Education Special Meeting (Jorge A. Aguilar)*

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

**13.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS**

***Receive Information***

- 13.1 *Business and Financial Information:*
  - *Purchase Order for the Period of April 15, 2021, through May 14, 2021 (Rose Ramos)*
- 13.2 *Head Start Reports (Christine Baeta and Jacquie Bonini)*

*President Pritchett received the Business and Financial information/reports.*

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

- ✓ August 5, 2021 4:30 p.m. Closed Session, 6:00 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting
- ✓ August 19, 2021 4:30 p.m. Closed Session, 6:00 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting

*President Pritchett announced that there will also be a Special Board meeting on June 30, 2021.*

#### **15.0 ADJOURNMENT**

*President Pritchett asked to adjourn the meeting in the memory of Michael F. Berrigan. Mr. Berrigan was a long-time employee of the District. He began his career at the District as a custodian at Elder Creek Elementary School and, over the course of 36 years, worked his way up to retire as an administrator in state and federal programs. He was a graduate of California State University, Sacramento, and a graduate student at the University of the Pacific in Stockton. The Board gave condolences to Una, his wife of 44 years, and all his family and friends. A motion to adjourn in his memory was made by Student Member Sheikh and seconded by Member Villa. The motion passed unanimously, and the meeting adjourned at 1:23 a.m.*

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*Jorge A. Aguilar, Superintendent and Board Secretary*

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



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1i

**Meeting Date:** August 5, 2021

**Subject:** Approve Minutes of the June 30, 2021, Board of Education Special Meeting

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

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the June 30, 2021, Board of Education Special Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

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

**Documents Attached:**

1. Minutes of the June 30, 2021, Board of Education Special Meeting

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

# Sacramento City Unified School District BOARD OF EDUCATION SPECIAL MEETING

## Board of Education Members

Christina Pritchett, President (Trustee Area 3)  
Lisa Murawski, Vice President (Trustee Area 1)  
Darrel Woo, Second Vice President (Trustee Area 6)  
Leticia Garcia, (Trustee Area 2)  
Jamee Villa, (Trustee Area 4)  
Chinua Rhodes, (Trustee Area 5)  
Lavinia Phillips, (Trustee Area 7)  
Isa Sheikh, Student Member

Wednesday, June 30, 2021  
5:30 p.m.

Serna Center  
Washington Conference Room  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824  
(See Notice to the Public Below)

## *Minutes* 2020/21-44

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

*The meeting was called to order at 5:42 p.m. by President Pritchett, and roll was taken.*

*All Members Present:*

*President Christina Pritchett*

*Vice President Murawski*

*Second Vice President Darrel Woo*

*Lavinia Grace Phillips*

*Chinua Rhodes*

*Leticia Garcia*

*Jamee Villa*

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

#### **NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION:**

***Public comment may be (1) emailed to [publiccomment@scusd.edu](mailto:publiccomment@scusd.edu); or (2) submitted in writing, identifying the matter number and the name of the public member at the URL ; <https://tinyurl.com/SpecialMeetingJune30> or (3) using the same URL, submitting a request for oral comment. Regardless of the method by which public comment is submitted, the submission deadline shall be no later than noon, June 30. Individual public comment shall be presented to the Board orally for no more than two minutes, or other time determined by the Board on each agenda item. Public comments submitted in writing will not be read aloud, but will be provided to the Board in advance of the meeting and posted on the District's website. The Board shall limit the total time for public comment on each agenda item, including communications and organizational reports, to 15 minutes in length. With Board consent, the President may increase or decrease the length of time allowed for public comment, depending on the agenda item and the number of public comments.***

### **3.0 CLOSED SESSION**

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

*3.1 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (District Representative Pam Manwiller)*

*3.2 Government Code 54956.9 – Conference with Legal Counsel: (1) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (Two Potential Cases)*

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

*Public Comment on Closed Session Items:*

<i>Mohammad Kashmiri</i>	<i>Cesar Aguirre</i>
<i>Kenya Martinez</i>	<i>Alma Lopez</i>
<i>Anna Molander</i>	<i>Ingrid Hutchins</i>
<i>Katie Hymans</i>	<i>Manuel Buenrostro</i>
<i>Erica Jaramillo</i>	<i>Ursula DeWitt</i>
<i>Leana Sanchez</i>	<i>Maria Hernandez</i>
<i>Terrence Gladney</i>	<i>Caity Maple</i>
<i>Claire White</i>	<i>David Davis</i>
<i>Coach Simms</i>	

*The meeting adjourned into Closed Session at 6:11 p.m.*

#### **4.0 RECONVENE INTO OPEN SESSION**

*The meeting was called back to order at 8:14 p.m. There were no announcements out of Closed Session.*

#### **5.0 SPECIAL PRESENTATION**

*5.1 Approve Resolution No. 3212: Resolution on Use and Expectations of One-Time Funds for Personnel Costs to Address the COVID-19 Pandemic and Post Pandemic Needs (Leticia Garcia) **Action***

*Member Garcia presented the resolution for approval. It included suggested amendments given at the June 24<sup>th</sup> Board meeting.*

*Public Comment:*

*Mohammad Kashmiri  
Terrence Gladney  
Julius Austin  
Daniel Darby*

*Board Comment:*

*Vice President Murawski said she is in full support of the resolution and happy to motion to approve it at the appropriate time. She asked the Superintendent to speak on transparency, accountability, and future updates and reports regarding these funds.*

*Member Villa said she agreed with Vice President Murawski's comments and also brought up the matter of using the funds in line with the LCAP.*

*President Pritchett thanked Member Garcia for her work on this.*

*Member Phillips said she wanted to make clear that the document does not include details on positions and that her understanding is that those details would be coming later. President Pritchett said that is correct.*

*Vice President Murawski motion to approve, and Second Vice President Woo Seconded. The motion passed unanimously.*

*5.2 Update on Student Common Assessments (Christine Baeta and Vincent Harris)      **Action***

*Superintendent Aguilar began the presentation by thanking the presenters and for the cross functioning of the teams. He gave an overview of information in the presentation. The team presenting consisted of Chief Academic Officer Christine Baeta, In-House Legal Counsel Raoul Bozio, Strategy and Continuous Improvement Director Ed Eldridge, Math Coordinator Mikila Fetzer, Chief Continuous Improvement and Accountability Officer Vincent Harris, and English Language Arts Coordinator Jeannette Schroeder.*

*Public Comment:*

*Mohammad Kashmiri  
Terrence Gladney*

*Board Comment:*

*Member Phillips asked if the use of i-Ready was to be just during the pandemic. Superintendent Aguilar said that the proposal includes i-Ready but not across all grade levels. Member Phillips asked, if it is a possibility that the District is not bringing in teachers that have black and brown students in their best interest, is it possible that this is a reflection in the data that we are looking at. Ms. Baeta spoke to the root cause of the data that is seen and also said she would like to share more with the Board at a later time information on universal design for learning. Member Phillips asked if the disaggregated data can be looked at to identify the teachers that have the students with the lowest scores. Dr. Eldridge listed the areas where the data gives information and how the sites can dissect out more information. Member Phillips noted that expulsion and suspensions are high for black and brown students and said if we are looking at behavior then we should be looking at what happens inside the classroom. She said she would like to see that data and also a balance in the classroom.*

*Member Villa said that overall we are not meeting our students' needs. She feels it is important to look at the classrooms but also specific school sites. She asked why there is a majority of students*

*not tested. Dr. Eldridge said that this is atypical and not what usually happens. He said the state did not require testing over the past year, but that as schools start coming back into session the requirement is back. Member Villa is concerned with the Math score levels. She spoke of using the available money to do whatever we need to do to improve. She does not know if she should look at this data as meaningful because so many students are missing from it. Dr. Eldridge responded by speaking specifically to the Math and English sample sizes. He said the participation rates are high enough to make the results valid, although there are gaps.*

*Vice President Murawski said her reaction to the data is that it is not good, and it is troubling to her as well. Vice President Murawski said she appreciates the presentation. She asked if the assessments are useful for informing teaching. Ms. Baeta said that they are if teachers have what they need in order for them to help. Vice President Murawski commented that we also need assessments to be able to monitor at the Board level and to have accountability to the community. She said she has an urgency to improving these outcomes.*

*Member Garcia thanked staff for the information. She shares the concern that we do not have complete data to be able to compare across the system. She is concerned about students with the greatest need that get left behind year after year. She asked about zero participation for ninth and tenth grades. Dr. Eldridge said those grades had an opportunity to participate for reclassification, but he does not know why those grades did not participate. Member Garcia said this needs to be addressed and common assessments is an additional tool for this. She asked for information on development of the common assessments in terms of the District expertise. Ms. Schroeder shared the assessment schedule and background research. She spoke of her time on the SCTA assessment committee five years ago which unanimously agreed to curriculum that had assessments embedded in it. This launched another committee that caused the curriculum we currently have. She described these assessments, additional assessments that were added, and what assessments the District currently has. Member Garcia asked for the timeline to plan for the 2021-22 school year common assessments. Ms. Baeta gave a summary of the District proposal to SCTA.*

*Member Phillips said that these numbers really do inform teaching, and she asked that we hire teachers that match the profile of our children. She said that there needs to be the right number of voices involved for growth.*

*Member Rhodes said this is a rich conversation. He spoke of Member Phillip's thoughts on efficacy for black and brown students and said it holds merit. He feels her suggestions should be looked at. He thanked Dr. Eldridge and Ms. Schroeder for the information they shared. He asked if we are able to break down the data by trustee area and school site. Dr. Eldridge said yes, that can be done; they just have to be concerned with how finite they can make the data.*

*President Pritchett thanked staff for the information. She spoke of the importance of assessments and the importance of making improvement in student outcomes.*

## **6.0 ADJOURNMENT**

*President Pritchett asked for a motion to adjourn the meeting; a motion was made by Vice President Murawski and seconded by Member Villa. The motion was passed unanimously, and the meeting adjourned at 10:33 p.m.*

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*Jorge A. Aguilar, Superintendent and Board Secretary*

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public portion of the special Board meeting, please contact the Board of Education Office at (916) 643-9314 at least 8 hours before the scheduled Board of Education special meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)]*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1j

**Meeting Date:** August 5, 2021

**Subject:** Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of April 2021 through June 2021

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

**Division:** Human Resource Services

**Recommendation:** Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of April 2021 through June 2021

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

**Financial Considerations:** None

**LCAP Goal(s):** Safe, Emotionally Healthy and Engaged Students

**Documents Attached:**

1. Complaint Report – Attachment A-1

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Cancy McArn, Chief Human Resources Officer <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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Sacramento City Unified School District  
 Complaint Report  
 Submitted to the Superintendent  
 Sacramento County Office of Education  
 Pursuant to Education Code 35186

**April 2021 through June, 2021**

<b>Number of Complaints</b>	<b>Instructional Material</b>	<b>Facilities</b>	<b>Teacher Vacancy and Misassignment</b>	<b>CAHSEE</b>	<b>Resolved</b>	<b>Unresolved</b>
0	0	0	1	0	1	0
<b>Total: 1</b>						



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1k

**Meeting Date:** August 5, 2021

**Subject:** Approve Resolution No. 3214: To Establish Fund 08 – Student Activity Special Revenue Fund

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

**Division:** Business Services

**Recommendation:** Approve Resolution No. 3214 – To Establish Fund 08 – Student Activity Special Revenue Fund

**Background/Rationale:** Governmental Accounting Standards Board (GASB) Statement No. 84, Fiduciary Activities was issued to provide guidance for identifying fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. Prompted by GASB 84, the California Department of Education (CDE) established a fund called the Student Activity Fund, Fund 08, within the Standardized Account Code Structure (SACS). The Student Activity Fund is to be used to account for the financial activities of student body associations that do not meet the definition of fiduciary under the new standard. Approval of the attached Resolution will allow Sacramento SCUSD to account for ASB activities in Fund 08 for the 2020-21 year in its year end reports and financial statements.

**Financial Considerations:** Financial reporting for SCUSD government-wide audited financial statements.

**LCAP Goal(s):** Operational Excellence

**Documents Attached:**

1. Resolution No. 3214: Establish Fund 08 – Student Activity Special Revenue Fund

**Estimated Time of Presentation:** N/A  
**Submitted by:** Rose Ramos, Chief Business Officer  
**Approved by:** Jorge A. Aguilar, Superintendent



**Sacramento City Unified School District  
Resolution No. 3214**

**A RESOLUTION OF THE GOVERNING BOARD AUTHORIZING  
THE ESTABLISHMENT OF FUND 08 –  
STUDENT ACTIVITY SPECIAL REVENUE FUND**

**BE IT RESOLVED** by the Board of Trustees of the Sacramento City Unified School District hereby ordered that:

**WHEREAS**, the Board of Trustees has authorized, per Education Code 48930 students at Sacramento City Unified School District to organize a student body association within its public schools; and

**WHEREAS**, per Education Code 48933(b) & 48938 the District recognizes their administrative involvement in the Associated Student Body (ASB) Activities; and

**WHEREAS**, per GASB Statement 84, effective 2019-20, the District has determined that the ASB Activities within its public schools do not meet the fiduciary criteria (per GASB 84, paragraph 11(c2); and

**WHEREAS**, school districts are authorized by Education Code 48930, 48933(b) & 48938 to organize ASBs and by GASB 84, to establish a restricted governmental fund known as the Student Activity Special Revenue Fund 08.

**BE IT RESOLVED** that the Governing Board of Trustees hereby authorizes the Sacramento County Auditor and Treasurer to establish a restricted fund to be known as the Student Activity Special Revenue Fund (08).

THIS RESOLUTION is effective on the date of adoption until revoked or superseded.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Sacramento City Unified School District this 5<sup>th</sup> day of August, 2021, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**ATTESTED TO:**

\_\_\_\_\_  
Jorge A. Aguilar  
Secretary of the Board of Education

\_\_\_\_\_  
Christina Pritchett  
President of the Board of Education



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.11

**Meeting Date:** August 5, 2021

**Subject:** Approve Resolution No. 3215: To Establish Fund 61 – Cafeteria Enterprise Fund

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

**Division:** Business Services

**Recommendation:** Approve Resolution No. 3215 – To Establish Fund 61 – Cafeteria Enterprise Fund

**Background/Rationale:** Enterprise Funds, as outlined in the California Department of Education’s Standardized Account Code Structure (SACS), may be used to account for activities for which fees are charged to external users for goods or services. Fund 61- Cafeteria Enterprise Fund will be used to account for District managed/student operated catering businesses to provide in-house catering, external catering, and agency catering; and will be subject to the annual independent audit.

**Financial Considerations:** Financial reporting for SCUSD government-wide audited financial statements.

**LCAP Goal(s):** Operational Excellence

**Documents Attached:**

1. Resolution No. 3215: Establish Fund 61 – Cafeteria Enterprise Fund

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Rose Ramos, Chief Business Officer <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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**Sacramento City Unified School District  
Resolution No. 3215**

**A RESOLUTION OF THE GOVERNING BOARD AUTHORIZING  
THE ESTABLISHMENT OF FUND 61 –  
CAFETERIA ENTERPRISE FUND**

**WHEREAS**, Enterprise Funds, as outlined in the California Department of Education’s Standardized Account Code Structure, may be used to account for any activity for which a fee is charged to external users for goods and services; and

**WHEREAS**, Fund 13 - Cafeteria Special Revenue Fund, of the California Department of Education’s Standardized Account Code Structure, is already established and used to account separately for federal, state and local resources to operate a Local Education Agency’s food service program; and

**WHEREAS**, Fund 61 – Cafeteria Enterprise Fund, of the California Department of Education’s Standardized Account Code Structure, allows California school districts to account for local food service revenues and expenditures separately from Fund 13; and

**WHEREAS**, the Sacramento City Unified School District wishes to operate a food service program that includes non-student related catering programs and other non-related Fund 13 local food programs; and

**BE IT RESOLVED** that the Governing Board of Trustees hereby authorizes the Sacramento County Auditor and Treasurer to establish a restricted fund to be known as the Cafeteria Enterprise Fund (61).

THIS RESOLUTION is effective on the date of adoption until revoked or superseded.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Sacramento City Unified School District this 5<sup>th</sup> day of August, 2021, by the following vote:

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

**ATTESTED TO:**

\_\_\_\_\_  
Jorge A. Aguilar  
Secretary of the Board of Education

\_\_\_\_\_  
Christina Pritchett  
President of the Board of Education



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.1m

**Meeting Date:** August 5, 2021

**Subject:** **Approved Revised Board Bylaws 9121 (President) and 9322 (Agenda/Meeting Materials)**

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

**Division:** Legal Services

**Recommendation:** Approve revisions to Board Bylaws 9121 and 9322.

**Background/Rationale:** In accordance with Board Bylaw 9000 (Role Of the Board) (Powers and Responsibilities)), the Board is required to work with the Superintendent to fulfill its major responsibilities, which include “[s]etting the direction for the district through a process that involves the community, parents/guardians, students, and staff and is focused on student learning and achievement.”

The revised board bylaws now streamline the agenda setting process to the Board President and Superintendent. Moreover, the revisions confirm the process for the public and other Board Members to submit requests for agenda topics.

No prior updates to the board bylaws have occurred since 2008. Such updates are consistent with the processes used by other school districts throughout California in setting agendas.

**Documents Attached:**

1. Executive Summary
2. BB 9121 (Redlines)
3. BB 9322 (Redlines)

**Estimated Time of Presentation:** N/A  
**Submitted by:** Raoul Bozio, In House Counsel  
**Approved by:** Jorge A. Aguilar, Superintendent

# Board of Education Executive Summary

## Legal Department

Revision to Board Bylaws 9121 (President) and 9322 (Agenda/Meeting Materials)

August 5, 2021



### I. Overview/History of Department or Program

In accordance with Board Bylaw 9000 (Role Of the Board) (Powers and Responsibilities)), the Board is required to work with the Superintendent to fulfill its major responsibilities, which include “[s]etting the direction for the district through a process that involves the community, parents/guardians, students, and staff and is focused on student learning and achievement.”

The current version of Board Bylaw 9121 was adopted in 1998 and was reviewed in 2001 and revised in 2008. The current version of Board Bylaw 9322 was adopted in 1998 and has been revised in 2001 and 2008. The proposed revisions to both bylaws are consistent with the processes used by other school districts throughout California in setting agendas. Further, the revised board bylaws now streamline the agenda setting process to the Board President and Superintendent. Moreover, the revisions confirm the process for the public and other Board Members to submit requests for agenda topics.

### II. Driving Governance:

In addition to the aforementioned law, pursuant to Education Code 35145:

(b) An agenda shall be posted by the governing board, or its designee, in accordance with the requirements of Section 54954.2 of the Government Code. Any interested person may commence an action by mandamus or injunction pursuant to Section 54960.1 of the Government Code for the purpose of obtaining a judicial determination that any action taken by the governing board in violation of this subdivision or Section 35144 is null and void.

Pursuant to Government Code section 54954.2, which provides in relevant part:

(a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency’s Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to

# Board of Education Executive Summary

## Legal Department

Revision to Board Bylaws 9121 (President) and 9322 (Agenda/Meeting Materials)

August 5, 2021



whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

### III. Budget:

The proposed bylaws are intended to streamline and clarify the agenda setting process.

### IV. Goals, Objectives and Measures:

Pursuant to the Board's code of ethics under Board Bylaw 9271, each Board member shall "[e]ncourage ideas and opinions from the residents of the district and endeavor to incorporate community views into the deliberations and decisions of the Board." As such, the goal is for the District to establish sound bylaws that establish the agenda setting process and encourage community involvement in the schools in accordance with the law.

### V. Major Initiatives:

These bylaws are critical for streamlining and clarifying the agenda setting process and specifically, encouraging community involvement in the schools and meetings.

### VI. Results:

Approval of revision to Board Bylaws 9121 and 9322.

### VII. Lessons Learned/Next Steps:

Adoption of revised Board Bylaws 9121 and 9322 concerning the Board President and agenda/meeting materials. Information and correspondences concerning this matter have previously been shared with the District and the Board. Further updates will be provided as necessary.

# Sacramento City USD

## Board Bylaw

### President

BB 9121

### Board Bylaws

The president shall preside at all Governing Board meetings. He/she shall:

1. Call the meeting to order at the appointed time.
2. Announce the business to come before the Board in its proper order.
3. Enforce the Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act.
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
5. Explain what the effect of a motion would be if it is not clear to every member.
6. Restrict discussion to the question when a motion is before the Board.
7. Rule on issues of parliamentary procedure.
8. Put motions to a vote, and state clearly the results of the vote.
9. Be responsible for the orderly conduct of all Board meetings.

(cf. 9323 - Meeting Conduct)

The president shall have all the rights of any member of the Board, including the right to move, second, discuss, and vote on all questions before the Board.

The president shall also perform other duties in accordance with law and Board policy including, but not limited to:

1. Signing all instruments, acts, and orders necessary to carry out state requirements and the will of the Board.
2. Consulting with the Superintendent or designee ~~and Board Executive Committee~~ on the preparation of the Board's agendas as needed.

(cf. 9322 - Agenda/Meeting Materials)

3. Appoint and disband all committees, subject to Board approval.

(cf. 9130 - Board Committees)

4. Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law.

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

5. Confer with the Superintendent or designee on crucial matters which may occur between Board meetings.

6. Work with the Superintendent to ensure that Board members have necessary materials and information.

7. Share informational mail with other Board members.

8. Representing the district as governance spokesperson, in conjunction with the Superintendent.

(cf. 1112 - Media Relations)

When the president resigns or is absent or disabled, the first vice president shall perform the president's duties. When both the president and first vice president are absent, the second vice president shall perform the president's duties.

Legal Reference:

EDUCATION CODE

35022 President of the board

35143 Annual organizational meetings; dates and notice

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

Board Presidents' Handbook, revised 2002

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardsmanship, 1996

WEB SITES

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



Bylaw SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

reviewed: November 5, 2001

revised: November 6, 2008

revised: August , 2021

# Board Bylaw

## Agenda/Meeting Materials

BB 9322

### Board Bylaws

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

The agenda shall specify that an individual who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Board of Education Office at least two days before the meeting date.

#### Agenda Preparation

The Board ~~President Executive Committee~~ and the Superintendent shall prepare the agenda for each regular and special meeting.

Any Board member, the Superintendent, a staff member, or any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and be submitted to the Board President and Superintendent or designee with supporting documents and information, if any, at least ten days before the scheduled meeting date. Items submitted less than ten days before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. ~~The Board of Education Specialist will place the request on the Board Executive Committee agenda.~~

Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, the Board ~~President Executive Committee~~ and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Board ~~President Executive Committee~~ and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item, informational item or consent item. The individual or group who submitted the item for the ~~Board Executive Committee~~ agenda will be notified by the Board of Education Specialist of the status of their request. In addition, this status will be reported to Board members.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)  
(cf. 1312.2 - Complaints Concerning Instructional Materials)  
(cf. 1312.3 - Uniform Complaint Procedures)  
(cf. 1340 - Access to District Records)  
(cf. 3320 - Claims and Actions Against the District)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)

#### Consent Items

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Board ~~President Executive Committee~~ and the Superintendent recommend approval.

In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.

#### Agenda Dissemination

A copy of the agenda shall be forwarded to each Board member at least three days before each regular meeting, together with minutes to be approved; copies of communications; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent and Board ~~P~~president shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible.

Board members shall review agenda materials disseminated to the Board before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items.

Upon request, the Superintendent or designee shall make the agenda and/or agenda packet available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

The Superintendent or designee shall make available the agenda on the district website and mail a copy of the agenda, or a copy of all the documents constituting the agenda packet, to any person who requests the items. The materials shall be mailed, and made available on the district's website, at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. Failure of the requesting person to receive the agenda or agenda packet, or failure to make available the documents constituting the agenda packet on the district's website pursuant to this Bylaw, shall not constitute grounds for invalidation of the actions of the legislative body taken at the meeting for which the agenda or agenda packet was not received or the agenda packet was not posted on the district website. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee as determined by the Superintendent or designee.

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Public records

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2007

Guide to Effective Meetings, rev. 2007

Maximizing School Board Leadership: Boardsmanship, 1996

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, rev. 2003

CALIFORNIA CITY ATTORNEY PUBLICATIONS

Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000

WEB SITES

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

California Attorney General's Office: <http://www.caag.state.ca.us>

Bylaw SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

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