



Putting
Children
First

Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

Board of Education Members

- Jay Hansen, President, (Trustee Area 1)
- Jessie Ryan, Vice President, (Trustee Area 7)
- Darrel Woo, Second Vice President, (Trustee Area 6)
- Ellen Cochrane, (Trustee Area 2)
- Christina Pritchett, (Trustee Area 3)
- Michael Minnick, (Trustee Area 4)
- Mai Vang, (Trustee Area 5)
- Natalie Rosas, Student Member

Thursday, June 1, 2017

4:30 p.m. Closed Session

6:30 p.m. Open Session

Serna Center

Community Conference Rooms

5735 47th Avenue

Sacramento, CA 95824

AMENDED **AGENDA** 2016/17-24

Allotted Time

4:30 p.m. **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN 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 – Anticipated Litigation:

- a) Existing litigation pursuant to subdivision (a) of Government Code section 54956.9 (OAH Case No. 2017020162)
- b) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9
- c) Initiation of litigation pursuant to subdivision (d)(4) of Government Code section 54956.9

3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining CSA, SCTA, SEIU, Teamsters, UPE, Unrepresented Management

3.3 Education Code Section 35146 – The Board will hear staff recommendations on the following student expulsions:

- a) Expulsion #18, 2016-17
- b) Expulsion #19, 2016-17
- c) Expulsion #20, 2016-17

6:30 p.m. **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance will be led by Joe “Adrian” Morales a Law Academy Student at Hiram Johnson High School.

- *Presentation of Certificate by Board Member Ellen Cochran.*

6:35 p.m. **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

6:40 p.m. **6.0 AGENDA ADOPTION**

6:42 p.m. **7.0 SPECIAL PRESENTATIONS**

- 7.1 *GATE Certificate Recognition (Kari Hanson-Smith)* **5 minutes**
- 7.2 *Seal of Biliteracy Recognition (Vanessa Girard)* **10 minutes**
- 7.3 *2017 California School Recognition Awards – Gold Ribbon, Green Ribbon (José L. Banda, Cathy Allen, Mary Hardin Young and Tu Carroz)* **5 minutes**

7:02 p.m. **8.0 PUBLIC COMMENT** **15 minutes**

Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

7:17 p.m. **9.0 PUBLIC HEARING**

- 9.1 *Consideration of District Initial Proposal to Classified Supervisor Association (CSA) (Cancy McArn and Ted Appel)* **Discussion**
3 minute presentation
5 minutes discussion
- 9.2 *Consideration of District Initial Proposal to Service Employee International Union (SEIU) 1021(Cancy McArn and Ted Appel)* **Discussion**
3 minute presentation
5 minutes discussion
- 9.3 *Consideration of District Initial Proposal to Teamsters Local 150 (Cancy McArn and Ted Appel)* **Discussion**
3 minute presentation
5 minutes discussion

7:41 p.m. **10.0 CONSENT AGENDA** **2 minutes**

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.

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

- 10.1a *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 (Gerardo Castillo, CPA)*

- 10.1b *Approve Personnel Transactions 6/01/17 (Cancy McArn)*
- 10.1c *Approve Resolution No. 2949: Authorizing Signature Authority on Documents Transmitted to County Superintendent of Schools, Jorge Aguilar (Gerardo Castillo, CPA)*
- 10.1d *Approve Resolution No. 2950: Authorization of Personnel to Sign Orders on District Funds, Jorge Aguilar (Gerardo Castillo, CPA)*
- 10.1e *Approve Resolution No. 2951: Authorizing Delegation of Power to Contract, Jorge Aguilar (Gerardo Castillo, CPA)*
- 10.1f *Approve John F. Kennedy High School Field Trip to Japan from June 16-28, 2017 (Lisa Allen and Tu Carroz)*
- 10.1g *Approve Albert Einstein Middle School Field Trip to Ashland, Oregon from June 6-8, 2017 (Lisa Allen and Olga Simms)*
- 10.1h *Approve Sutter Middle School Field Trip to Washington D.C., Gettysburg, Philadelphia, Pennsylvania from June 16-21, 2017 (Lisa Allen and Olga Simms)*
- 10.1i *Approve Sutter Middle School Field Trip to Washington D.C. and New York from June 17-22, 2017 (Lisa Allen and Olga Simms)*
- 10.1j *Approve Leonardo da Vinci K-8 Field Trip to Ashland, Oregon from June 8-10, 2017 (Lisa Allen and Mary Hardin Young)*
- 10.1k *Approve California Middle School Field Trip to Ashland, Oregon from June 7-9, 2017 (Lisa Allen and Mary Hardin Young)*
- 10.1l *Approve Luther Burbank High School Field Trip to King's College in London, United Kingdom from August 5-12, 2017 (Lisa Allen and Mary Hardin Young)*
- 10.1m *Approve Minutes of the May 4, 2017, Board of Education Meeting (José L. Banda)*
- 10.1n *Approve 2017-18 Board of Education Meeting Calendar (José L. Banda)*
- 10.1o *Approve Resolution No. 2948: Certification of Unhoused Pupils Served by a Charter School Facility Program Project (Cathy Allen)*
- 10.1p *Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for St. HOPE Public Schools: Sacramento Charter High School (Jack Kraemer)*
- 10.1q *Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for St. HOPE Public Schools: Public School 7 (Jack Kraemer)*

11.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES

- 7:43 p.m. 11.1 *Ethnic Studies Update (Matt Turkie, and Mark Carnero)* **Information**
10 minute presentation
5 minute discussion
- 7:58 p.m. 11.2 *Parent Teacher Home Visits End of Year (EOY) Update (Tu Carroz and Lysette Lemay)* **Information**
5 minute presentation
5 minute discussion
- 8:08 p.m. 11.3 *Second Draft LCAP 2017-2020 (Elliot Lopez, Cathy Morrison, Liberty VanNatten, and Sara Pietrowski)* **Information**
10 minute presentation
5 minute discussion
- 8:23 p.m. 11.4 *2017-2018 Governor's May Revision Update (Gerardo Castillo, CPA)* **Information**
10 minute presentation
10 minute discussion
- 8:43 p.m. 11.5 *Approval of Facilities Committee Recommendation for the Use of Clayton B. Wire (Cathy Allen)* **Action**
5 minute presentation
10 minute discussion
- 8:58 p.m. 11.6 *Revision to Board Policy 1312.3 Uniform Complaint Procedures (Christina Villegas and Raoul Bozio)* **First Reading**
2 minute presentation
3 minute discussion

12.0 COMMUNICATIONS

- 9:03 p.m. 12.1 *Employee Organization Reports:* **Information**
3 minutes each
- CSA
 - SCTA
 - SEIU
 - Teamsters
 - UPE
- 9:21 p.m. 12.2 *District Parent Advisory Committees:* **Information**
3 minutes each
- *Community Advisory Committee*
 - *District English Learner Advisory Committee*
 - *Gifted and Talented Education Advisory Committee*
 - *Indian Education Parent Committee*
 - *Local Control Accountability Plan/Parent Advisory Committee*
- 9:36 p.m. 12.3 *Superintendent's Report (José L. Banda)* **Information**
5 minutes
- 9:41 p.m. 12.4 *President's Report (Jay Hansen)* **Information**
5 minutes
- 9:46 p.m. 12.5 *Student Member Report (Natalie Rosas)* **Information**
5 minutes

- 9:51 p.m. 12.6 *Information Sharing By Board Members* **Information**
10 minutes
- 10:01 p.m. 12.7 *Board Committee Reports* **Information**
10 minutes
- *Board Facilities Committee*
 - *Board Budget Committee*
 - *Board Academic Committee*
 - *Board Governance & Policy Committee*
- 10:11 p.m. **13.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS** **Receive Information**
- 13.1 *Business and Financial Information:*
- *Enrollment and Attendance Report for Month 8 Ending April 28, 2017*
- 13.2 *Head Start/Early Head Start Reports*
- 10:13 p.m. **14.0 FUTURE BOARD MEETING DATES/LOCATIONS**
- ✓ *June 15, 2017, 4:30 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting*
 - ✓ *June 28, 2017, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Special Budget Workshop Meeting*
- 10:15p.m. **15.0 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 are available for public inspection at 5735 47th Avenue at the Front Desk Counter and on the District's website at www.scusd.edu.*



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 7.1

Meeting Date: June 1, 2017

Subject: GATE Certificate Recognition

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

Division: Academic Office; Gifted and Talented Education Department

Recommendation: N/A

Background/Rationale: Obtaining a professional sequence certificate in Gifted Education helps classroom teachers and administrators understand and meet the unique academic and psychological needs of gifted students. These characteristics provide the rationale for differentiation in programs, grouping, and services for this population and are translated into appropriate differentiation choices made at curricular and program levels. Participants attend 20 hours of professional learning focused on the needs of Gifted students. Their learning is evidenced through the development of a differentiated unit of study.

Financial Considerations: N/A

LCAP Goal(s): College, Career and Life Ready Students

Documents Attached:

None

Estimated Time of Presentation: 5 minutes

Submitted by: Kari Hanson-Smith

Approved by: José L Banda, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 7.2

Meeting Date: June 1, 2017

Subject: Honoring Seal of Biliteracy Recipients

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

Division: Academic Office

Recommendation: The high school seniors who are awarded the Seal of Biliteracy have demonstrated outstanding achievement in two languages, and the Board is asked to publicly recognize them.

Background/Rationale: The California State Seal of Biliteracy is an award given to graduating high school students who have studied and attained proficiency in English and one or more other languages. The criteria for achieving the Seal of Biliteracy are laid out in AB 815 (Brownley). All students must achieve at high levels in English/Language Arts on the statewide achievement test, CAASPP, and in English classes. Additionally, students must show competency in another world language through high school coursework, testing through the AP or IB programs, or by passing a state-approved test in the target language that includes reading, writing, listening and speaking.

Financial Considerations: The cost of the Seal of Biliteracy was paid with Title I funds. The \$2300 cost paid for buses to transport students to Serna for language testing and translators to test in languages not covered by SCUSD translators.

LCAP Goal(s): College, Career, and Life Ready Graduates

Documents Attached:

1. Summary of the Seal of Biliteracy

Estimated Time of Presentation: 10 minutes

Submitted by: Vanessa Girard

Approved by: José L Banda, Superintendent



The Seal of Biliteracy in SCUSD, 2016-17

The California State Seal of Biliteracy is an award given to graduating high school students who have studied and attained proficiency in English and one or more other languages. The criteria for achieving the Seal of Biliteracy are laid out in AB 815 (Brownley). All students must achieve at high levels in the English/Language Arts on the statewide achievement test, CAASPP. Additionally, students must show competency in another world language through high school coursework, testing through the AP or IB programs, or by passing a state-approved test in the target language that includes reading, writing, listening and speaking.

The Sacramento City Unified School District has been steadily growing this program for four years. This year, the language testing sessions provided by the district hosted more than 165 students from 11 high schools, many of whom were English learners who tested in their home languages; 95 of these students passed the stringent criteria to earn the Seal. In addition, 207 students qualified for the Seal through coursework or AP and IB exams, bringing the grand total of Seal recipients for 2016-17 to 302 students. This effort has been made possible by collaboration among the 11 high schools, the Multilingual Literacy Office, the Matriculation and Orientation Center, the Sacramento County Office of Education, and many bilingual staff and volunteers who administer the test. *(See attached list of Seal recipients, by high school.)*

The recipients of this award receive recognition through the County Office and the District, a golden seal on their high school diploma, and a note on their transcripts verifying that they are biliterate, a huge asset in the 21st century's global market.

School Site	Count of Passed Seal Test	Count of Prequalified
Arthur A. Benjamin Health Professions	6	
C. K. McClatchy HS	15	52
George W. Carver SAS	1	
Hiram W. Johnson HS	18	6
John F. Kennedy HS	19	53
Luther Burbank HS	8	46
New Tech HS	1	
Rosemont HS	12	12
School of Engineering and Science	8	1
The Met HS	1	
West Campus HS	6	37
Total	95	207

GRAND TOTAL

302



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 7.3

Meeting Date: June 1, 2017

Subject: 2017 California School Recognition Awards – Gold Ribbon, Green Ribbon

- 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: N/A

Background/Rationale: The School of Engineering and Sciences and California Middle School were both recently awarded the CA Gold Ribbon Award, an honor that the CDE has created in place of the CA Distinguished Schools Program.

Both schools applied for the award based on a signature model for their school. The district wishes to honor both schools for their stellar achievement.

Green Ribbon - The California Green Ribbon Schools (CA-GRS) award recognizes schools and school districts across the state for environmental excellence and demonstrated achievement of the three Pillars of U.S. Department of Education’s Green Ribbon Schools (ED-GRS) including resource efficiency, health and wellness, and environmental and sustainability education.

Green Ribbon Award- Gold Level Sacramento City Unified School District

Financial Considerations: N/A

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

Documents Attached:

None

Estimated Time of Presentation: 5 minute presentation

Submitted by: Nathaniel Browning, Special Assistant to the BOE

Approved by: José L. Banda, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.1

Meeting Date: June 1, 2017

Subject: Consideration of District Initial Proposal to Classified Supervisors Association (CSA)

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: 6/15/2017)
- Conference/Action
- Action
- Public Hearing

Division: Human Resource Services

Recommendation: Provide notice to the public regarding the District's initial collective bargaining proposals to Classified Supervisors Association (CSA).

Background/Rationale: Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Classified Supervisors Association (CSA).

Financial Considerations: TBD

LCAP Goal(s): Safe, Emotionally Healthy and Engaged Students

Documents Attached:

1. Public Hearing Notice
2. Executive Summary
3. Sunshine Proposal Classified Supervisor Association (CSA) – June 1, 2017
will be provided at the Board Meeting

Estimated Time of Presentation: 3 min

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: José L. Banda, Superintendent

Sacramento City Unified School District
Consideration of District Initial Proposal to Classified Supervisors Association (CSA)

NOTICE OF PUBLIC HEARING

The Sacramento City Unified School District hereby gives notice that a
Public Hearing will be held as follows:

Topic of Hearing:

Consideration of District Initial Proposal to Classified Supervisors Association (CSA)

Serna Center
5735 47th Avenue
Sacramento, CA 95824

HEARING DATE: Thursday, June 1, 2017

TIME: 6:30 p.m.

LOCATION: Serna Center
5735 47th Avenue
Sacramento, CA 95824

FOR ADDITIONAL INFORMATION CONTACT: SCUSD Human Resource Service Department
(916) 643-9050

Board of Education Executive Summary

Human Resource Services

District's Initial Proposal to CSA Regarding Collective Bargaining Agreement Negotiations

June 1, 2017 Board Meeting



I. OVERVIEW / HISTORY

Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Classified Supervisor Association (CSA).

II. DRIVING GOVERNANCE

Government Code section 3547 requires that all initial proposals of the exclusive representatives and the public school employers that relate to matters within the scope of negotiations be presented at a public meeting. It further prohibits negotiation on such proposals until after the public has had an opportunity to be informed of the proposal and provide any comments, and the proposal has been adopted by the Governing Board.

III. BUDGET

TBD

IV. GOALS, OBJECTIVES, AND MEASURES

Safe, Clean and Healthy Schools

V. MAJOR INITIATIVES

The District works to recruit, train, retain, and support a motivated, capable, and diverse workforce.

VI. RESULTS

The District intends to work with CSA in good faith to negotiate over those items included in the District's initial proposal and any initial proposal submitted by CSA.

VII. LESSONS LEARNED / NEXT STEPS

Approve the District's initial proposal.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.2

Meeting Date: June 1, 2017

Subject: Consideration of District Initial Proposal to Service Employee
International Union (SEIU) Local 1021

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: 6/15/2017)
- Conference/Action
- Action
- Public Hearing

Division: Human Resource Services

Recommendation: Provide notice to the public regarding the District's initial collective bargaining proposals to Consideration of District Initial Proposal to Service Employee International Union (SEIU) Local 1021.

Background/Rationale: Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Service Employee International Union (SEIU) Local 1021.

Financial Considerations: TBD

LCAP Goal(s): Safe, Emotionally Healthy and Engaged Students

Documents Attached:

1. Public Hearing Notice
2. Executive Summary
3. Sunshine Proposal Service Employee International Union (SEIU) Local 1021 - June 1, 2017 will be provided at the Board Meeting

Estimated Time of Presentation: 3 min

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: José L. Banda, Superintendent

Sacramento City Unified School District

Consideration of District Initial Proposal to Service Employee International Union (SEIU)
Local 1021

NOTICE OF PUBLIC HEARING

The Sacramento City Unified School District hereby gives notice that a
Public Hearing will be held as follows:

Topic of Hearing:

Consideration of District Initial Proposal to Service Employee International Union (SEIU)
Local 1021

Copies of this program may be inspected at:

**Serna Center
5735 47th Avenue
Sacramento, CA 95824**

HEARING DATE: Thursday, June 1, 2017

TIME: 6:30 p.m.

LOCATION: Serna Center
5735 47th Avenue
Sacramento, CA 95824

FOR ADDITIONAL INFORMATION CONTACT: SCUSD Human Resource Service Department
(916) 643-9050

Board of Education Executive Summary

Human Resource Services

District's Initial Proposal to SEIU Regarding Collective Bargaining Agreement Negotiations

June 1, 2017 Board Meeting



I. OVERVIEW / HISTORY

Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Service Employee International Union (SEIU) Local 1021.

II. DRIVING GOVERNANCE

Government Code section 3547 requires that all initial proposals of the exclusive representatives and the public school employers that relate to matters within the scope of negotiations be presented at a public meeting. It further prohibits negotiation on such proposals until after the public has had an opportunity to be informed of the proposal and provide any comments, and the proposal has been adopted by the Governing Board.

III. BUDGET

TBD

IV. GOALS, OBJECTIVES, AND MEASURES

Safe, Clean and Healthy Schools

V. MAJOR INITIATIVES

The District works to recruit, train, retain, and support a motivated, capable, and diverse workforce.

VI. RESULTS

The District intends to work with SEIU in good faith to negotiate over those items included in the District's initial proposal and any initial proposal submitted by SEIU.

VII. LESSONS LEARNED / NEXT STEPS

Approve the District's initial proposal.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.3

Meeting Date: June 1, 2017

Subject: Consideration of District Initial Proposal to Teamsters Local 150

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: 6/15/2017)
- Conference/Action
- Action
- Public Hearing

Division: Human Resource Services

Recommendation: Provide notice to the public regarding the District's initial collective bargaining proposals to Teamsters Local 150.

Background/Rationale: Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Teamsters Local 150.

Financial Considerations: TBD

LCAP Goal(s): Safe, Emotionally Healthy and Engaged Students

Documents Attached:

1. Public Hearing Notice
2. Executive Summary
3. Sunshine Proposal Teamsters Local 150 - June 1, 2017 will be provided at the Board Meeting

Estimated Time of Presentation: 3 min

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: José L. Banda, Superintendent

Sacramento City Unified School District

Consideration of District Initial Proposal to Teamsters Local 150

NOTICE OF PUBLIC HEARING

The Sacramento City Unified School District hereby gives notice that a
Public Hearing will be held as follows:

Topic of Hearing:

Consideration of District Initial Proposal to Teamsters Local 150

**Serna Center
5735 47th Avenue
Sacramento, CA 95824**

HEARING DATE: Thursday, June 1, 2017

TIME: 6:30 p.m.

LOCATION: Serna Center
5735 47th Avenue
Sacramento, CA 95824

FOR ADDITIONAL INFORMATION CONTACT: SCUSD Human Resource Service Department
(916) 643-9050

Board of Education Executive Summary

Human Resource Services

District's Initial Proposal to Teamsters Local 150 Regarding Collective Bargaining Agreement Negotiations

June 1, 2017 Board Meeting



I. OVERVIEW / HISTORY

Under the Educational Employment Relations Act (EERA), the District and employee organizations shall publicly present their initial proposals related to collective bargaining, which shall thereafter be public records (Government Code § 3547). The purpose of this item is to provide public notice of consideration and public notice of the District's initial proposal to Teamsters Local 150.

II. DRIVING GOVERNANCE

Government Code section 3547 requires that all initial proposals of the exclusive representatives and the public school employers that relate to matters within the scope of negotiations be presented at a public meeting. It further prohibits negotiation on such proposals until after the public has had an opportunity to be informed of the proposal and provide any comments, and the proposal has been adopted by the Governing Board.

III. BUDGET

TBD

IV. GOALS, OBJECTIVES, AND MEASURES

Safe, Clean and Healthy Schools

V. MAJOR INITIATIVES

The District works to recruit, train, retain, and support a motivated, capable, and diverse workforce.

VI. RESULTS

The District intends to work with Teamsters Local 150 in good faith to negotiate over those items included in the District's initial proposal and any initial proposal submitted by Teamsters Local 150.

VII. LESSONS LEARNED / NEXT STEPS

Approve the District's initial proposal.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1a

Meeting Date: June 1, 2017

Subject: Approval of Grants, Entitlements, and Other Income Agreements
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: None

Financial Considerations: See attached.

LCAP Goal(s): College, Career and Life Ready Graduates; Operational Excellence

Documents Attached:

1. Grants, Entitlements, and Other Income Agreements
2. Expenditure and Other Agreements
3. Recommended Bid Awards – Facilities Projects
4. Notices of Completion – Facilities Projects

Estimated Time of Presentation: N/A

Submitted by: Gerardo Castillo, CPA, Chief Business Officer
Kimberly Teague, Contract Specialist

Approved by: José L. Banda, Superintendent

GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS - REVENUE

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<u>HEALTH PROFESSIONS HIGH SCHOOL</u>		
A17-00075 California Dept. of Education	5/1/17 – 4/30/18: California Health Science Capacity Building Project. Enhancement grant funds will be used to expand or improve a pathway program that is currently being implemented at a school site. These funds are not intended to be used to maintain an already existing pathway. The funds will be used to cover Institute costs, articulate and implement dual credit options with postsecondary education programs, provide student activities such as job shadowing experiences, field trips, leadership opportunities through Cal-HOSA, work-based learning activities, and purchase updated equipment and laboratory materials directly related to the pathway.	\$60,000 No Match

EXPENDITURE AND OTHER AGREEMENTS

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<u>BOARD OF EDUCATION</u>		
SA18-00036 University of California, Merced – Center for Educational Partnerships	7/1/17 – 6/30/18: Four Year Agreement allowing for exchange of personally identifiable student information for the purpose of conducting studies, academic interventions, and program evaluation. The objective of this collaboration is to improve the alignment of educational systems and the coordination of resources to result in the increase of student academic achievement.	\$250,000 General Funds (Year One)

FACILITIES SERVICES

SA17-00519 Rainforth Grau Architects	4/20/17 – 12/31/17: Architectural and Engineering Services as needed for the Field Improvements at C.K. McClatchy High School Project.	\$191,550 Measure Q Funds
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TECHNOLOGY SERVICES

SA18-00003 AMS.Net	7/9/17 – 7/8/18: Pure Storage Renewal. Hardware maintenance and support for data storage systems. Ensures availability, stability and security of data through rapid problem resolution, access to support, and software resources.	\$109,238 General Funds
SA17-00004 NWN Corporation	7/1/17 – 6/30/18: Cisco SMARTnet Service. Maintenance and support for critical core network infrastructure hardware and software. Facilitates rapid problem resolution, ensures security and operational efficiency of our business processes and systems.	\$287,999 General Funds

RECOMMENDED BID AWARDS – FACILITIES PROJECTS

Bid No. Fire Alarm Upgrades at Four Sites [C.P. Huntington Children’s Center, Freeport (Capitol Collegiate Academy), Lisbon (Yav Pem Suab Academy) and John Muir (PS7)]

Bids Received: May 4, 2017

Recommendation: Award to Studebaker Brown Electric

Amount/Funding: \$1,364,000 (Measure Q Funds)

BIDDER	BIDDER LOCATION	AMOUNT
Studebaker Brown Electric	Roseville, CA	\$1,364,000

Bid No. 0032-424, Irrigation Improvements at Caleb Greenwood Elementary School

Bids Received: May 22, 2017

Recommendation: Award to Saenz Landscape

Amount/Funding: \$166,235.30 (Project Green & School Site Funds)

BIDDER	BIDDER LOCATION	AMOUNT
Saenz Landscape	Rancho Cordova, CA	\$166,235.30

Bid No. 0168-424, Outdoor Learning Center at John Sloat Elementary School

Bids Received: May 22, 2017

Recommendation: Reject Bid – Over Budget

Amount/Funding: Project Green Funds

BIDDER	BIDDER LOCATION	AMOUNT
Saenz Landscape	Rancho Cordova, CA	\$171,632

RECOMMENDED BID AWARDS – FACILITIES PROJECTS

Bid No: 0101-409, Roof Replacement at Susan B. Anthony Elementary School

Bids received: May 2, 2017

Recommendation: Reject Bid – Over Budget

Funding Source: Measure Q Funds

BIDDER	BIDDER LOCATION	AMOUNT
Roebbelen Contracting	El Dorado Hills, CA	\$638,200

NOTICES OF COMPLETION – FACILITIES PROJECTS

Contract work is complete and Notices of Completion may be executed.

Contractor	Project	Completion Date
Hilbers, Inc.	Two-Story Classroom Building at Theodore Judah Elementary School	May 19, 2017

**AGREEMENT GOVERNING THE RELEASE OF PERSONALLY IDENTIFIABLE STUDENT
INFORMATION BY THE SACRAMENTO CITY UNIFIED SCHOOL DISTRICT TO THE
UNIVERSITY OF CALIFORNIA, MERCED**

PREAMBLE

This Memorandum of Understanding (“MOU”), dated June 1, 2017 (“Effective Date”), states the terms under which the Sacramento City Unified School District (hereinafter referred to as “SCUSD” or “District”) will exchange personally identifiable student information described below (“Data”) with the University of California, Merced, Center for Educational Partnerships (hereinafter referred to as “UCM CEP”), for the purpose of conducting studies, academic interventions, and program evaluation in a manner consistent with the Family Educational Rights and Privacy Act of 1974 (“FERPA”) (20 U.S.C. § 1232g; 34 CFR Part 99) and the Privacy of Pupil Records provisions of the California Education Code (§ 49073 et seq.). SCUSD and UCM CEP are collectively referred to as the “Parties” and each of them individually as a “Party.”

RECITALS

1. Purpose and Scope of MOU

SCUSD desires to work collaboratively with UCM CEP to improve the alignment of educational systems and the coordination of resources to result in the increase of, among other things, student academic achievement, college preparation, matriculation and transition, university transfers, and the rate of bachelor’s degree completion. This effort is intended to develop mechanisms for SCUSD and UCM CEP to conduct “real-time” student data exchanges to guide continuous improvements to postsecondary education preparation at the District as well as improve targeted student support activities, resources, and services.

2. Summary of Applicable Legal Authority

This MOU to allow the release of personally identifiable student information is authorized under FERPA (20 U.S.C. § 1232g; 34 CFR Part 99), a Federal law that protects the privacy of student education records, as well as the parallel provisions of California Education Code § 49076. FERPA applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA permits the release of personally identifiable student data without prior written parental or student consent if the release is to “organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted.” (20 USC 1232g (b)(1)(F); See, accord, California Education Code § 49076(a)(2)(E).)

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The FERPA implementing regulation at 34 CFR § 99.31(a)(6) allows schools to disclose student records, without parental or student consent, to the following:

- o Organizations conducting certain studies for or on behalf of the school (the “studies exception”).

FERPA further permits the release of personally identifiable student data without prior written parental or student consent if the release is to authorized representatives of State and local educational authorities for the purpose of auditing or evaluating a Federal or State supported educational program. (20 USC 1232g (b)(1)(C), (b)(3) and (b)(5); see accord, California Education Code § 49076(a)(1)(C).)

The FERPA implementing regulation 34 CFR § 99.31(a)(3) allows schools to disclose student records, subject to the requirements of 34 CFR § 99.35, without parental or student consent to:

Authorized representatives of State and local educational authorities (the “audit or evaluation exception”).

TERMS

NOW, THEREFORE, the Parties agree as follows:

1. Personally Identifiable Information from Education Records to be Disclosed

Under the FERPA “studies exception” (34 CFR § 99.31(a)(6)) for the purpose of improving instruction, as well as the FERPA “audit or evaluation exception” (34 CFR § 99.31(a)(3)) for the purpose of facilitating evaluation of SCUSD’s above-described higher education preparation and targeted student support programs, respectively, the Parties agree to the following disclosures, subject to the terms of the MOU.

SCUSD will disclose some or all of the following, including but not limited to, Data to UCM CEP:

- o Student Birthdate
- o Student Contact (Phone, Email and Home Address)
- o Student Parent Contact Information
- o Home Language
- o Date First Enrolled
- o Country of Origin
- o Drop Out Code
- o Drop Out Date
- o Ethnicity
- o Student State Identification Number (SSID)
- o Parent Education Level
- o Family Income

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- First Generation Student
- Student Course Grade History / Transcript (e.g. Course Name, Academic Grade Received, Academic Grade Point Average, Cumulative Grade Point Average)
 - Current Student Course Enrollment Data
 - Student School Enrollment History
 - Student Status: Foster Youth Status, Homeless Status, GATE, Migrant, AVID, Special Education Status
- Student A-G Progress Status: A-G Total Units, A-G Units by Subject Area, A-G Ontrack Status
- Student Engagement Data (e.g. Arts, Activities, Athletics): Activity Participation, Event Participation.
- English Learner Progress Status: Proficiency Level, EL Progress Status, EL Status, Expected Redesignation Year, Redesignation Date
- Internal Assessment / Benchmark Result
- College Exams Registration and Results: PSAT, SAT, ACT, AP
- Statewide Assessments Results: Smarter Balance Assessments, etc.
- Formative/Benchmark Assessments
- Student Attendance Records
- Student/Parent/Staff Survey Data
- Financial Aid (FAFSA) Data
- Student Suspension Data
- Student Graduation Data: Number of Credits, Graduation Progress Status
- Student Application to Institutions of Higher Learning Data
- Student Admission and Enrollment to Institutions of Higher Education Data

The above Data may be revised during the course of the MOU to carry out the purpose and scope as set forth in section 1 of the Recitals.

2. Roles and Responsibilities of the Parties

A. UCM CEP and SCUSD

1. The Parties shall use a secure, mutually agreed upon means and schedule for identifying the appropriate data fields and for transferring confidential information.
2. The Parties acknowledge that the Data provided pursuant to the MOU is confidential and agree to use commercially reasonable efforts to protect the Data from unauthorized disclosures to any third parties and to comply in all material respects with all applicable District, local, state and federal confidentiality laws and regulations including but not limited to FERPA.
3. The Parties shall use the Data only for the purposes described in the MOU. SCUSD and UCM CEP shall not use the Data for personal gain or profit of any

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individual or organization, it being understood and acknowledged that the successful conclusion of the research contemplated by the MOU should be beneficial to all Parties and their constituents.

4. The Parties shall keep all Data in a location physically and electronically secure from unauthorized access. Data shall be stored and processed in a way that unauthorized persons cannot retrieve nor alter the information by means of a computer, remote terminal, or other means.
5. The Parties shall employ qualified personnel that are proficient and experienced in managing secure, confidential Data (“Qualified Personnel”). The Parties agree to restrict distribution of personally identifiable matched Data to Qualified Personnel, with the understanding that personally identifiable information will be released only for the purposes established in the MOU.
6. The Parties acknowledge and agree that any Data disclosed under the MOU remains the property of the disclosing Party. As such, the Parties further agree that Data files shall be destroyed or returned to the Party disclosing the Data when no longer needed for the purpose for which it was obtained, in compliance with 34 CFR §99.31(6)(iii)(B); §99.35 (b)(2), or upon expiration or termination of the MOU as set forth below. In accordance with the requirements of 34 CFR § 99.31(b)(6)(iii)(C)(4) and § 99.35(a)(3)(iv), the Parties agree that upon the occurrence of an event which triggers a duty to destroy or return Data as set forth above, the Data shall be destroyed or returned to the disclosing Party within thirty (30) days of the occurrence.
7. The Parties shall not re-disclose any Data with or without identifying information to any other requesting individuals, agencies, or organizations that are not a Party to the MOU.
8. The Parties will require all employees, contractors, and agents of any kind to comply with all applicable state and federal laws with respect to the Data shared under the MOU, including but not limited to, the Federal Family Educational Rights and Privacy Act (20 USC 1232g), federal and California information security and confidentiality laws, including the Comprehensive Computer Data Access and Fraud Act (California Penal Code Section 502), Federal Privacy Act, Gramm-Leach-Bliley Act with subsequent “Privacy” and “Safeguards” rulings, and the Information Practices Act of 1977, as amended. The Parties agree to require and maintain an appropriate confidentiality agreement from each employee, contractor, or agent with access to Data pursuant to the MOU. The Parties further agree that should any of them use a contractor, consultant or other agent to perform any “outsourced services” under 34 CFR § 99.31(a)(1)(B) which require the third party to access Data disclosed by any other Party under the MOU, the

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Party shall extend all of its Data confidentiality and security policies and procedures to the third party by contract. Any and all unauthorized access is prohibited.

9. The Parties will use Data collected and shared under the MOU for no purposes other than those set forth in the MOU, as authorized under §99.31 of Title 34, Code of Federal Regulations. Nothing in the MOU may be construed to allow the maintenance, use, disclosure, or sharing of student information in a manner not allowed by federal law or regulation. In particular, the Parties will not disclose any Data provided under the MOU in a manner that could identify any individual student or the student's parent(s)/guardian(s), per 34 CFR §99.31(6)(ii)(A).
10. The Parties each designate one another as an "authorized representative" for purposes of disclosing Data under the "audit or evaluation exception" in accordance with 34 CFR § 99.31(a)(3) and § 99.35(a)(3)(i).
11. By the signature of its authorized representative below, each Party acknowledges that it has been provided with the notice required under 34 CFR § 99.33(d) that it is strictly prohibited from re-disclosing student education records, or personally identifiable information contained in student education records, that it receives pursuant to the MOU to any other third party except as authorized by applicable law or regulation.
12. The Parties agree to comply with the requirements governing maintenance of records of each request for access to, and each disclosure of, student education records set forth under 34 CFR § 99.32, as applicable.

B. SCUSD Rights and Responsibilities

1. SCUSD will release Data pursuant to the MOU with the understanding that:
 - a. No individual student Data shall be identifiable in any reports not created specifically for SCUSD.
2. SCUSD reserves the right to withhold personally identifiable student Data from UCM CEP at any time.

C. Fees Paid to UCM CEP

For the 2017-2018 school year, SCUSD shall pay a fee to the Regents of the University of California, Merced, not to exceed a maximum of \$250,000, either monthly or a lump sum payment as determined by SCUSD, subject to any credits or offsets from grants, or other subventions, and subject to any pro rations or offsets pursuant to section 4 (Term and Termination) of this MOU. For subsequent school years, SCUSD shall pay a fee to the Regents of the University of California, Merced, not to exceed

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a maximum of \$500,000, either monthly or a lump sum payment as determined by SCUSD, subject to any credits or offsets from grants, or other subventions, and subject to any pro rations or offsets pursuant to section 4 (Term and Termination) of this MOU. The specific annual fee, and related provisions regarding payment will require the Parties to enter into a fee for service agreement that shall not be inconsistent with the provisions of the MOU.

3. **Confidentiality**

- A. **Confidentiality.** The Parties to the MOU shall maintain the confidentiality of any and all Data exchanged by the Parties pursuant to the terms of the MOU. The confidentiality requirements under this paragraph shall survive the termination or expiration of the MOU or any subsequent MOU intended to supersede the MOU.

- B. **Unauthorized disclosure.** The Parties agree to promptly notify the other Party of any actual or suspected unauthorized disclosure of the confidential and other non-public information shared under the MOU. Any such notification shall be provided within seventy-two (72) hours of discovery of the actual or suspected breach, and shall include, at a minimum:
 - i. The nature of the unauthorized use or disclosure (e.g., security breach, unauthorized re-disclosure);
 - ii. The specific Data that was used or disclosed without authorization;
 - iii. Who made the unauthorized use or received the unauthorized disclosure;
 - iv. What the Party has done or will do to mitigate any effects of the unauthorized use or disclosure; and,
 - v. What corrective action the Party has taken or will take to prevent future occurrences.

4. **Term and Termination**

- A. **Term.** The MOU shall be enforceable as of the Effective Date, shall continue for a term of four years, commencing with the 2017-2018 school year, and may be renewed by amendment.

- B. **Termination.** Notwithstanding section A, either Party may terminate the MOU at any time upon thirty (30) days with prior written notice to the other Party.

5. **General Provisions**

- A. **Entire MOU.** The MOU contains the entire agreement between the Parties and supersedes any prior discussions, memoranda, understanding, communications or agreements.

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- B. **Amendment.** The MOU may be amended only by written agreement approved by the Parties. Non-substantive revisions may be made to the MOU upon approval by the Superintendent and UCM CEP
- C. **Waiver.** Any waiver by any Party of the violation of any provision of the MOU shall not bar any action for subsequent violations of the MOU.
- D. **Severability.** If any provision of the MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of the MOU such provision shall be fully severable. All remaining provisions shall remain in full force and effect.
- E. **Execution.** Each of the persons signing the MOU on behalf of a Party represents that he or she has authority to sign on behalf of and to bind such Party.
- F. **Counterparts; Copies.** The MOU may be executed in counterparts, each of which shall be deemed an original and which together shall constitute one and the same document. Copies of signatures shall have the same force and effect as original signatures.
- G. **Notices.** Any and all notices or other communications required or permitted to be given under any of the provisions of the MOU shall be in writing and shall be deemed to have been duly given when personally delivered or mailed by first class registered mail, return receipt requested, or via overnight delivery, with proof of delivery, addressed to the Parties at agreed upon addresses. Nothing herein shall affect any method of mode of secure transmission of the Data described herein.
- H. **Indemnity.** The Parties shall be responsible for their own errors or omissions giving rise to claims in the performance of the MOU. Accordingly, the Parties shall indemnify, defend and hold each other harmless, including attorneys fees and costs, for any errors or omissions caused by a Party in the event the other Party is included in such claim but was not responsible for the error or omission giving rise to the claim. The term Party shall include its officers, employees, successors and assigns.

WHEREFORE, the Parties hereto, by their signatures below, enter into the MOU as of the Effective Date.

Darrel Woo, Board 2nd Vice President
Sacramento City Unified School District

Date

Dorothy Leland, Chancellor
University of California, Merced

Date



PROJECT AUTHORIZATION FORM

Field Improvements at C.K. McClatchy High School

Date: June 1, 2017

Pursuant to the Master Architect Agreement dated December 19, 2013 between Rainforth Grau Architects and Sacramento City Unified School District, Architect hereby submits a scope of work upon the terms described below and in the Master Architect Agreement.

TERMS

A. Project Description

“Project” shall mean the work of improvement and the construction thereof, including Architectural & Engineering Services as needed for Field Improvements at C.K. McClatchy High School.

Scope of Work:

- Remove existing track and field improvements
- Install all-weather track and synthetic turf football/soccer field complete with:
 - 4’ high vinyl coated chain link fencing around track
 - All field events either inside D-zones or outside of track
 - Conduit and boxes for future six-pole lighting system
 - Signal conduit and boxes for future track timing system
 - Eight irrigation quick couplers for manual field watering
 - Two domestic quick couplers at bench area each side of field for connection of portable water fountains
 - 6’ wide concrete walk around track
 - Miscellaneous work as required
 - ADA work at accessible toilet rooms & parking stalls; path of travel

Exclusions:

- Project Inspection
- Topographic or boundary surveys
- Geotechnical or Geohazards investigation and reporting
- CEQA
- Comprehensive ADA survey of site conditions
- Exhaustive evaluation of utility services and distribution/collection systems
- Extraordinary efforts to search for facility data on existing site and buildings
- Assessment, testing or removal of hazardous materials (other than lead paint)
- Conformed drawings
- Services or activities not specifically noted above
- Estimating by professional estimator

B. Compensation

For the Basic Services provided pursuant to the Master Agreement and this Project Authorization, Architect shall be compensated in the manner identified below:

Flat Fee

Architect shall be compensated \$176,000 for the Basic Services under this Master Agreement. Architect acknowledges that the flat fee price for the Basic Services includes contingency compensation in the event that more time and costs than originally anticipated may be necessary to complete the Basic Services.

C. Reimbursable Expenses

Pursuant to Section 4.3, Architect's total reimbursement for Reimbursable Expenses shall not exceed \$15,550, which is Architect's estimate of the maximum total cost of Reimbursable Expenses on the Project.

D. Asbestos

The language identified in Section 5.7.15 is is not applicable to this Project.

E. Section 8.2

Consistent with Section 8.2, the following insurance shall be maintained by the Architect in full force and effect during the entire period of performance of this Agreement, including any extensions, and shall be written on an "occurrence" basis, with specific limits set forth: Commercial general liability insurance, excluding coverage for motor vehicles, shall be in amounts not less than \$1,000,000 general aggregate; Personal and advertising injury aggregate, with a per occurrence limit of \$1,000,000; Automobile liability insurance covering motor vehicles shall be in an amount not less than \$1,000,000 combined single limit.

District hereby authorizes Architect to proceed with the work upon the terms described herein and in Master Agreement.

RAINFORTH GRAU ARCHITECTS

Dated: _____

Jeffrey Grau, President

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Dated: June 1, 2017

Gerardo Castillo
Chief Business Officer



AMS.NET, Inc.
 502 Commerce Way, Livermore, CA 94551
 925-245-6100 • 925-245-6150 Fax
 www.ams.net

Customer Price Quote

Customer

Sacramento City Unified School District
 5735 47th Ave
 Sacramento CA, 95824-4528
 ATTN: David Horowitz

Ship To

Sacramento City Unified School District
 5735 47th Ave, 1st Floor
 Sacramento, CA 95824-4528
 ATTN: David Horowitz

Quote Description

Pure Storage Renewal - Upgrade and 1 Year Support

Quote #	#Q-00016833
Project #	84188
Modified	3/29/2017
Account Mgr.	Jared Bayless
AM Phone	(925) 245-6186
AM Email	jbayless@ams.net
Inside Account Mgr.	Mike Bruington
IAM Phone	(925) 245-6165
IAM Email	mbruington@ams.net
Quote Exp.	3/28/2018

Line	Item Description	Manufacturer	Qty	Unit Price	Extended Price
Upgrade					
1	PROMO 10TB 400 to m20-ACCL-FF-UPG,1MO,ADV Promo UPG Flex 10TB 400 to m20 1 Month Pure1 Advanced Maintenance and Support, NBD Delivery, 24/7 Support	Pure Storage	4.00	\$288.00	\$1,152.00
2	PROMO 10TB 400 to m20-FC-ACCL-FF-UPG BASE SH2 Promo Pure Storage FlashArray 10TB 400 to m20 FC ACCL FF (resets Forever Flash controller upgrade eligibility timeframe) UPG for 2 base shelf	Pure Storage	1.00	\$80,000.00	\$80,000.00

1 Year Support

3	FA-m20-40TB,1MO,PRM FA-m20-40TB 1 Month Pure1 Premium Maintenance and Support, 4 Hour Delivery, 24/7 Support, DSE capable	Pure Storage	12.00	\$1,746.00	\$20,952.00
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Freight

4	AMS-FREIGHT Freight and Handling	None	1.00	\$405.76	\$405.76
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AMS.NET, Inc.

502 Commerce Way, Livermore, CA 94551

925-245-6100 • 925-245-6150 Fax

www.ams.net

Order Summary

Subtotal	\$102,509.76
Adjustment	\$0.00
Taxes	\$6,728.52
Total	\$109,238.28



Terms and Conditions

1. AMS.NET will require a Purchase Order referencing this Quote # or if a Purchase order is not provided, an authorized representative must sign this quote.

2. Payment terms are Net 30. An interest charge of 1.5% per month will be applied to all accounts past due, plus all costs of collection and reasonable attorneys fees. AMS.NET accepts all major credit cards. A convenience fee of 3.5% will be assessed. Customer agrees to accept multiple invoices for projects that cover multiple sales. In the event that a site's readiness is delayed by the customer, customer agrees to accept and pay invoices that reflect equipment and services already received.

3. Shipping charges and sales tax will be added to this order when invoiced and the customer agrees to pay these charges.

4. All companies with tax exemption must present a valid Tax Exempt form. If Customer is tax exempt or if tax exempt form is not provided then customer agrees to pay all applicable taxes.

5. All shipments are FOB Origin or Pre-paid and shipped to Dock. Any Special shipping requirements must be clearly stated on all PO's (i.e. inside delivery). If inside Delivery or Lift-gate is required it must be specified and additional fees will incur. Shipping charges that appear on this quote are an estimate, AMS.NET will invoice and the customer will pay the actual shipping charge when identified.

6. Upon delivery of equipment, customer agrees to open all shipments and visually inspect equipment for physical damages. All damages must be reported to AMS.NET within 24 hours of delivery.

7. Returns will be accepted at AMS.NET discretion and are subject to manufacturer returns policies as well. For returns to be approved all merchandise must be in an unopened box and the customer agrees to pay a restocking fee of 15% of the purchase price. Returns must be made within 15 Days of receipt. All shipments must have a valid RMA number from AMS.NET before returning. For RMA requests please contact our Customer Service Department at (800) 893-3660 Ext. 6111. Email RMA requests should be directed to service@ams.net A copy of AMS.NET's full RMA policy is available for review online at www.ams.net/services/procurement-and-financing/

Please fax signed Quotation or Purchase Order to your AMS.NET account manager or to 925.245.6150. Full terms and conditions can be viewed on our website at www.ams.net/services/procurement-and-financing/

8. The laws of the State of California will apply to this sale.

9. The term "installation date" means the first business day on which installation of the system is complete. Minor omissions or variances in performance of the System that do not materially or adversely affect the operation of the system, shall not be deemed to have postponed the Installation Date. Seller shall use its best efforts to make timely delivery and installation. However, all stated delivery and installation dates are approximate and except as expressly provided in this agreement, Seller shall, under no circumstance, be deemed to be in default hereunder or be liable for consequential, incidental or special damages or commercial loss resulting from delays in delivery or installation.

10. Warranties. AMS warrants to Customer that it has good title to the equipment being sold to Customer under this Agreement, and the right to sell such equipment to Customer free of liens or encumbrances. AMS further warrants to Customer that the equipment being sold to Customer hereunder shall be free from defects in workmanship for a warranty period of thirty (30) days commencing on the later date the equipment is delivered to Customer or the date upon which AMS completes performance of the services to be performed under this agreement (this warranty being hereinafter referred to as an "Installation Warranty"). Except as expressly set forth in this paragraph, AMS does not make, and hereby disclaims, any and all representations or warranties, express or implied, with respect to the equipment or services being provided under this agreement, including but not limited to any implied warranties of merchantability, fitness for a particular purpose, satisfactory quality, against infringement, or arising from a course of dealing, usage or trade practice. AMS shall reasonably cooperate and assist Customer in enforcing any manufacturer warranties with respect to the equipment being sold to Customer under this Agreement. AMS hereby advises Customer, and Customer acknowledges that in the event Customer desires to procure from AMS any warranty protection beyond the warranty of title and the Installation Warranty provided under this Paragraph, Customer may do so by entering into a separate Service Agreement with AMS.

Manufacturer's warranty that is guaranteed is whatever is published by the manufacturer at the time of purchase.

AMS.NET Tax ID: 94-3291629

C7 License: 763508

Authorized Signature: _____ Date: _____

Print Name: _____ Print Title: _____



NWN Corporation - Sacramento
 3735 Bradview Dr
 Suite #100
 Sacramento CA 95827

Quote

Date 4/11/2017
Quote # QT117806

Remit To:

Expires 6/30/2017
Sales Rep Bawden, Glenda
IAE Education, Team
Project
Terms Net 30
Quote Title 2017 Smartnet Renewal
Contract Number CA WSCA NASPO CISCO 7-14-70-04 AR...

Quote for:
 Technology (REQCMP)
 Sacramento City USD
 5735 47th Avenue
 Sacramento CA 95824
 United States

Ship To:
 MFG MAINTENANCE RENEWALS
 Sacramento City Unified School District
 United States

Item	Qua...	Description	Price	Amount
CON-ECDN-CVCMXEB	1	CISCO Smartnet ECDN support for CVC-MXE-BGL-K9^MXE3500 BGL CVC Bundle (HW V2, SW, Graph, Live license)	4,220.28	4,220.28
CON-ECDN-CVCTCS5	1	CISCO Smartnet ECDN support for CVC-TCS-5RP-K9^TCS PRO 5 RP, 2 Live CVC Bundle	3,966.42	3,966.42
CON-ECDN-HD80P4XS	4	Essential Operate 1 Yr 8X5XNBD & App SW update for PrecisionHD 1080p Camera w 4x zoom - not sold stand alone	281.76	1,127.04
CON-ECDN-INTPC40	4	ECDN 8x5xNBD for IntPkg C40 - NPP, Rmt Cntrl, Mic, Cbls ++	1,304.82	5,219.28
CON-ECDN-LICVCS10	1	ESS WITH 8X5XNBD VCS 10 Add Non-traversal Ntwk Calls	628.33	628.33
CON-ECDN-LICVCSE5	1	ESS WITH 8X5XNBD VIDEO COMM SVR-ADD 5 TRAVERSAL CALLS	714.31	714.31
CON-ECDN-SCNTRLK9	1	ESS WITH 8X5XNBD VCS CNTRL INCL 10 NON-TRAV CALLS	939.85	939.85
CON-ECDN-SEPRESK9	1	ESS WITH 8X5XNBD VCS EXPRESSWAY INCL 5 TRAV CALLS	939.85	939.85
CON-ECMU-CMBUNDK9	1	SWSS Support and Subscription Smartnet for CCX 8.5 Promo Bundle available only with NEW CUCM or BE6000	464.25	464.25
CON-ECMU-LICCT8T1	747	SWSS UPGRADES 1 AP Adder License f	15.15	11,317.05
CON-ECMU-P122SW	1	WSS UPGRADES Prime Infrastructure 2.2 Software	3.31	3.31
CON-ECMU-P2XLF1H	3	US ONLY UPG SWSS PI 2.X LIFECYCLE 100 DEVICE LIC	1,189.86	3,569.58
CON-ECMU-P2XLF1K	3	SWSS UPGRADES PI 2.x - Lifecycle - 1K Device Lic	9,152.33	27,456.99
CON-ECMU-P2XLF50	1	SWSS UPGRADES PI 2.x - Lifecycle - 50 Device Lic	700.42	700.42
CON-ECMU-PI2XBASE	1	SWSS UPGRADES Prime Infrastructure 2.x Base License	12.60	12.60
CON-ECMU-SSLEDA	222	SWSS UPGRADES Services Mapping SKU, Under 1K UWL STD	33.08	7,343.76
CON-ECMU-UWLST1K	2,264	SWSS UPGRADES Svcs Mapping SKU 1K-10K UWL STD users	33.08	74,893.12
CON-SAS-5LRGLC	1	Cisco Software Application Support - Technical support - phone consulting - 1 year - 24x7 - for CSACS-5-LRG-LIC, L-CSACS-5-LRG-LIC	1,322.80	1,322.80
CON-SNT-1E0060	2	CISCO 8x5xNBD Service for N10-E0060	63.55	127.10
CON-SNT-1S6200	2	CISCO Smartnet 8x5xNBD support for N10-S6200 ^UCS 6140XP 40-port Fabric Interconnect/0 PSU/5 fans/no SFP+	865.90	1,731.80
CON-SNT-2951	1	SMARTNET 8X5XNBD Cisco 2951 W/3 GE	654.13	654.13



NWN Corporation - Sacramento
 3735 Bradview Dr
 Suite #100
 Sacramento CA 95827

Quote

Date 4/11/2017
 Quote # QT117806

Remit To:

Item	Qua...	Description	Price	Amount
CON-SNT-2951V	74	SMARTNET 8x5xNBD Cisco 2951 Voice Bundle	652.85	48,310.90
CON-SNT-2C6508	2	SMARTNET 8X5XNBD 5108 Blade Server Chassis	56.88	113.76
CON-SNT-3925V	13	SMARTNET 8X5XNBD Cisco 3925 Voice Bundle,	746.36	9,702.68
CON-SNT-A85S2K9	2	SMARTNET 8X5XNBD ASA 5585-X Chassis with SSP20 8GE 2GE	4,761.42	9,522.84
LINE ITEM DETAILS ON ACCOMPANYING SPREADSHEET				
CON-SNT-AIRCT85	1	SMARTNET 8X5XNBD Cisco 8510 Series Hi	3,439.28	3,439.28
CON-SNT-AIRCT85K	1	SMARTNET 8X5XNBD CSC 8500 Series Wireless Cntrl Sup 3K Ap	45,362.50	45,362.50
CON-SNT-ASA-SSPC	2	SMARTNET 8X5XNBD ASA 5585-X CX SSP-20	2,381.04	4,762.08
CON-SNT-B230M2	5	8x5xNBD Smartnet Support for B230-BASE-M2	205.70	1,028.50
CON-SNT-B66251	3	UCS B200 M2 Blade Server w/o CPU, memory, HDD, mezzanine	163.85	491.55
CON-SNT-C98G16	2	SMARTNET 8X5XNBD MDS9148 w/16p enabled,16x8GFC SW opt 2PS	359.80	719.60
CON-SNTP-LME360XG	5	CISCO Smartnet 24x7x4 support for ME3600X-10G ME3600X 10GE Upgrade License	158.50	792.50
CON-SNTP-M36X24FS	3	CISCO Smartnet 24x7x4 support for ME-3600X-24FS-MME3600X Ethernet Access Switch 24 GE SFP + 2 10GE SFP+	930.20	2,790.60
CON-SNTP-M36X24TS	2	CISCO Smartnet 24x7x4 support for ME-3600X-24TS-MME3600X Ethernet Access Switch 24 10/100/1000 + 2 10GE SFP+	761.93	1,523.86
CON-SNTP-ME3600XA	2	CISCO Smartnet 24x7x4 support for ME3600X-A ME3600X Advanced Metro IP Access License	211.65	423.30
CON-SNTP-VS13E2T	1	SMARTNET 24X7X4 Catalyst Chassis+Fan Tray + Sup2T; IP Se	9,959.36	9,959.36
CON-SNT-WSC296XL	1	SMARTNET 8X5XNBD Catalyst 2960-X 48 GigE PoE 740W 2 x 10	333.35	333.35
CON-SW-C45X32SF	1	CISCO Smartnet Base Support for WS-C4500X-32SFP+Catalyst 4500-X 32 Port 10G IP Base, Front-to-Back, No P/S	967.63	967.63
CON-SW-WSC365FD	1	SMARTNET NO RMA Cisco Catalyst 3650 48 Port Full PoE 2x1	402.79	402.79
LINE ITEM DETAILS ON ACCOMPANYING SPREADSHEET				



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1b

Meeting Date: June 1, 2017

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 Resource Services

Recommendation: Approve Personnel Transactions

Background/Rationale: N/A

Financial Considerations: N/A

LCAP Goal(s): Safe, Emotionally Healthy and Engaged Students

Documents Attached:

1. Certificated Personnel Transactions Dated June 1, 2017
2. Classified Personnel Transactions Dated June 1, 2017

Estimated Time of Presentation: N/A

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: José L. Banda, Superintendent

Attachment 1: CERTIFICATED 06/01/17

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
EMPLOY							
FOX	STEPHANIE	B	School Nurse	HEALTH SERVICES	5/10/2017	6/30/2017	EMPLOY PROB1 5/10/17
SANCHEZ	LEANA	E	Teacher Resource	ETHEL PHILLIPS ELEMENTARY	4/24/2017	6/30/2017	EMPLOY TC 4/24/17-6/30/17
STATUS CHANGE							
LYNCH	MARY	B	Teacher Elementary	TAHOE ELEMENTARY SCHOOL	4/6/2017	6/30/2017	STCHG PROB1 4/6/17
LEAVES							
PRIESTLEY	ROBERT	A	Teacher Middle School	SAM BRANNAN MIDDLE SCHOOL	4/17/2017	6/30/2017	PAID LOA-HEALTH 4/17-6/30/17
WEBB	TERRI	A	Teacher Elementary	O. W. ERLEWINE ELEMENTARY	7/1/2016	6/30/2017	LOA INTER UNPD 4/6-6/30/17
HUYNH	LINDA	A	Teacher Resource Special Ed.	CAROLINE WENZEL ELEMENTARY	4/15/2017	4/23/2017	EXT LOA PD HE/PDL 4/15-4/23/17
YANG	TINA	A	Teacher Elementary	ELDER CREEK ELEMENTARY SCHOOL	5/15/2017	6/4/2017	EXT LOA PD PDL/HE 5/15-6/4/17
LOPEZ DE HOWARD	MARIA	A	Teacher Middle School	REASSIGNED	4/26/2017	6/30/2017	LOA PD ADMIN 4/26-6/30/17
SCHLEGEL	BRANDI	A	School Psychologist	SPECIAL EDUCATION DEPARTMENT	4/17/2017	6/30/2017	LOA PD CFRA 4/17-6/30/17
MERLO	ALISON	A	Teacher Elementary	JOHN BIDWELL ELEMENTARY	5/20/2017	6/15/2017	LOA PD FMLA/CFRA5/20-6/15/17
SOKOLIS	SEEMA	A	Teacher Spec Ed	JAMES W MARSHALL ELEMENTARY	5/7/2017	5/12/2017	LOA PD FMLA/CFRA 5/7-12/17
HUYNH	LINDA	A	Teacher Resource Special Ed.	CAROLINE WENZEL ELEMENTARY	4/24/2017	5/28/2017	LOA PD FMLA/CFRA 4/24-5/28/17
KLEIN	GARRY	A	Teacher Resource Special Ed.	SPECIAL EDUCATION DEPARTMENT	4/26/2017	6/30/2017	LOA PD FMLA/CFRA 4/26-6/30/17
BECKETT	CHESSHUWA	A	Teacher High School	ROSEMONT HIGH SCHOOL	3/22/2017	6/3/2017	LOA PD HE 3/22-6/3/17
MILLARD	CONSUELO	A	Teacher High School	LUTHER BURBANK HIGH SCHOOL	6/16/2017	6/17/2017	LOA PD HE 6/16-17/17
FAYER-GUTIERREZ	ALYSSA	C	Teacher Middle School	FERN BACON MIDDLE SCHOOL	5/1/2017	6/16/2017	LOA PD PDL/HE 5/1-6/16/17
BRAZEAL	HONEY	B	Teacher Adult Ed Hourly	NEW SKILLS & BUSINESS ED. CTR	4/24/2017	6/30/2017	LOA UNPD ADMIN 4/24-6/30/17
RAMIREZ	MARTIN	A	Asst Principal Supt Pr Sch K8	ROSA PARKS MIDDLE SCHOOL	4/10/2017	6/30/2017	LOA UNPD PC 4/10-6/30/17
OTTERSON	DIANA	A	Behav Intrvn SP Spec Ed Dept	SPECIAL EDUCATION DEPARTMENT	4/1/2017	4/16/2017	LOA EXT PD FMLA/CFRA 4/1-16/17
MILLARD	CONSUELO	A	Teacher High School	LUTHER BURBANK HIGH SCHOOL	4/5/2017	6/15/2017	LOA EXT PD HE/PDL 4/5-6/15/17
KING	JOHN	A	Teacher Spec Ed	ROSEMONT HIGH SCHOOL	4/18/2017	5/15/2017	LOA EXT PD HE 4/18-5/15/17
JOHNSON	SUSAN	A	Teacher Elementary	NICHOLAS ELEMENTARY SCHOOL	4/1/2017	5/19/2017	LOA EXT PD FMLA/CF 2/17-5/19/17
JOHNSON	SUSAN	A	Teacher Elementary	NICHOLAS ELEMENTARY SCHOOL	5/20/2017	6/30/2017	LOA EXT PD FMLA/CF 5/20-6/30/17
TOMPKINS	ERIN	B	Teacher Elementary	NICHOLAS ELEMENTARY SCHOOL	5/3/2017	6/16/2017	LOA EXT PD HEALTH 5/3-6/16/17
SOKOLIS	SEEMA	A	Teacher Spec Ed	JAMES W MARSHALL ELEMENTARY	5/13/2017	6/30/2017	LOA RTN PD FMLA/CFRA 5/13/17
OTTERSON	DIANA	A	Behav Intrvn SP Spec Ed Dept	SPECIAL EDUCATION DEPARTMENT	4/17/2017	6/30/2017	LOA RTN PD FMLA/CFRA 4/17/17
ROBERTSON	JENNIFER	A	Teacher Child Development	CHILD DEVELOPMENT PROGRAMS	6/17/2017	6/30/2017	LOA RTN UNPD FMLA/CF 6/17/17
FEDORYK	LYNN	A	Teacher K-8	MARTIN L. KING JR ELEMENTARY	5/11/2017	6/30/2017	LOA PAID ADMIN 5/11/1-6/30/17
MALONE	PATRICK	A	Teacher Elementary Spec Subj	ETHEL I. BAKER ELEMENTARY	4/26/2017	6/30/2017	LOA PD ADMIN 4/26/17-6/30/17
MALONE	PATRICK	A	Teacher Elementary Spec Subj	JOHN D SLOAT BASIC ELEMENTARY	4/26/2017	6/30/2017	LOA PD ADMIN 4/26/17-6/30/17
SCHLECHT	RAMONA	A	Teacher Parent/Preschool Ed	CHILD DEVELOPMENT PROGRAMS	6/2/2017	6/30/2017	LOA PD HE 6/2/17
ERICKSON	REBECCA	B	Teacher K-8	ALICE BIRNEY WALDORF	3/20/2017	5/24/2017	LOA-HEALTH 3/20-5/24/17

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
CALLAHAN	ELINA	A	Teacher High School	C. K. McCLATCHY HIGH SCHOOL	4/17/2017	5/31/2017	LOA-PDL/HEALTH 4/17-5/31/17
SEPARATE / RESIGN / RETIRE							
STORK	KATHRYN	A	Teacher High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2016	6/30/2017	RETIRED 6/16/17
PARKER	GREGORY	A	Teacher K-8	ROSA PARKS MIDDLE SCHOOL	4/1/2017	6/16/2017	LOA 4/1-6/16/17 SEP/RET 6/16/17
HAYES	JULIE	A	Teacher Elementary	JAMES W MARSHALL ELEMENTARY	7/1/2016	4/5/2017	SEP/39MO RR 4/5/17
OCAYA	RIZALINA	0	Teacher Spec Ed	HIRAM W. JOHNSON HIGH SCHOOL	9/14/2016	6/30/2017	SEP/TERM 6/30/17
ADAMS	DEBRA	B	Teacher Elementary	TAHOE ELEMENTARY SCHOOL	9/1/2016	6/16/2017	SEP/RESIGN 6/16/17
ALLEN	SARAH THERE	C	Teacher Elementary	BG CHACON ACADEMY	7/1/2016	6/16/2017	SEP/RESIGN 6/16/17
MANN	CHRISTINA	C	Teacher Elementary	ELDER CREEK ELEMENTARY SCHOOL	7/1/2016	6/16/2017	SEP/RESIGN 6/16/17
VUE	ZOUA	B	Teacher Elementary	BG CHACON ACADEMY	7/1/2016	6/16/2017	SEP/RESIGN 6/16/17
CYR	CALLIE	B	Teacher Elementary	OAK RIDGE ELEMENTARY SCHOOL	9/1/2016	6/16/2017	SEP/RESIGN 6/16/17
COON	MICHELE	A	Teacher Spec Ed	SPECIAL EDUCATION DEPARTMENT	7/1/2016	6/17/2017	SEP/RESIGN 6/17/17
DOLECKI	JAMES	Q	Teacher High School	JOHN F. KENNEDY HIGH SCHOOL	7/1/2016	6/30/2017	SEP/RESIGNED 6/15/17
MOORE	HANNA	0	Teacher Middle School	CALIFORNIA MIDDLE SCHOOL	1/19/2017	6/30/2017	SEP/RESIGNED 6/15/17
BOYCE	CAROL	A	Teacher Resource	NICHOLAS ELEMENTARY SCHOOL	7/1/2016	6/16/2017	SEP/RETIRE 6/16/17
JOHNSON	CRISTOPHER	A	Teacher Adult Ed Retired Ad	A.WARREN McCLASKEY ADULT	7/1/2016	6/16/2017	SEP/RETIRE 6/16/17
KING	PATT	A	Teacher Resource Special Ed.	NICHOLAS ELEMENTARY SCHOOL	7/1/2016	6/16/2017	SEP/RETIRE 6/16/17
COCHRANE	JOAN	A	Teacher Elementary	PARKWAY ELEMENTARY SCHOOL	9/1/2016	6/30/2017	SEP/RETIRE 6/30/17
RIVERA	MARIA	A	Teacher Child Development	CHILD DEVELOPMENT PROGRAMS	7/1/2016	6/30/2017	SEP/RETIRE 6/30/17
WATTS	STANLEY	A	Teacher Child Development	CHILD DEVELOPMENT PROGRAMS	7/1/2016	6/30/2017	SEP/RETIRE 6/30/17
DARR	MICHAEL	A	Teacher K-8	MARTIN L. KING JR ELEMENTARY	7/1/2016	6/16/2017	SEP/RETIRE 6/16/17
GALATOLO	MAURO	A	Teacher Elementary	THEODORE JUDAH ELEMENTARY	7/1/2016	6/16/2017	SEP/RETIRE 6/16/17
TOMCZAK	KAREN	A	Teacher High School	ROSEMONT HIGH SCHOOL	7/1/2016	6/30/2017	SEP/RETIRE 6/30/17

Attachment 2: CLASSIFIED 06/01/2017

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
EMPLOY							
CASTANEDA	VICTORIA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	4/24/2017	6/30/2017	EMPLOY PROB1 4/24/17
SAMUDIO	DIOSCELINA	B	Bus Driver	TRANSPORTATION SERVICES	4/18/2017	6/30/2017	EMPLOY PROB1 4/18/17
JORDAN	JOSHUA	B	Fiscal Services Tech I	EMPLOYEE COMPENSATION	3/15/2017	6/30/2017	EMPLOY PROB1 3/15/17
CHRISTIAN	LACHIA	B	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	3/27/2017	6/30/2017	EMPLOY PROB1 3/27/17
MAKIHELE	KIMBERLY	B	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	3/27/2017	6/30/2017	EMPLOY PROB 3/27/17
MORALES	CARLOS	B	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	3/27/2017	6/30/2017	EMPLOY PROB 3/27/17
VANG	KIA	B	Teacher Assistant Bilingual	ELDER CREEK ELEMENTARY SCHOOL	3/7/2017	6/30/2017	EMPLOY PROB 3/7/17
NGUYEN	THANH THUY	B	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	4/20/2017	6/30/2017	EMPLOY PROB 4/20/17
ROMERO	JUAN	B	Custodian	HUBERT H BANCROFT ELEMENTARY	4/24/2017	6/30/2017	EMPLOY PROB 4/24/17
HER	EDNA	B	Teacher Assistant Bilingual	PARKWAY ELEMENTARY SCHOOL	4/3/2017	6/30/2017	EMPLOY PROB 4/3/17
GOMES	AARON	B	Electrician	FACILITIES MAINTENANCE	4/5/2017	6/30/2017	EMPLOY PROB 4/5/17
ALVES	JAMES	B	Plumber	FACILITIES MAINTENANCE	5/1/2017	6/30/2017	EMPLOY PROB 5/1/17
DOMINGUEZ	MONICA	B	Clerk III	FACILITIES MAINTENANCE	5/1/2017	6/30/2017	EMPLOY PROB 5/1/17
KUE	OMIE	B	Adm & Family Svcs Tech	ENROLLMENT CENTER	3/28/2017	6/30/2017	EMPLOY PROB1 3/28/17
PEREZ	ADRIANA	B	Adm & Family Svcs Tech	ENROLLMENT CENTER	3/30/2017	6/30/2017	EMPLOY PROB1 3/30/17
MARTIN	KRISTINA	B	Inst Aid Spec Ed	JOHN F. KENNEDY HIGH SCHOOL	4/26/2017	6/30/2017	EMPLOY PROB1 4/26/17
COOPER	STONEY	B	Bus Driver	TRANSPORTATION SERVICES	4/27/2017	6/30/2017	EMPLOY PROB1 4/27/17
ALVAREZ-MILLAN	MARY	B	Bus Driver	TRANSPORTATION SERVICES	4/5/2017	6/30/2017	EMPLOY PROB1 4/5/17
FUENTES	CECILIA	B	Teacher Assistant Bilingual	WOODBINE ELEMENTARY SCHOOL	5/1/2017	6/30/2017	EMPLOY PROB1 5/1/17
MENTINK	DOUGLAS	B	IEP Desig Inst Para-Sp Ed	SPECIAL EDUCATION DEPARTMENT	3/27/2017	6/30/2017	EMPLOY PROB1 3/27/17
RE-EMPLOY							
BERRINI	RAMONA	A	IEP Desig Inst Para-Sp Ed	SPECIAL EDUCATION DEPARTMENT	5/10/2017	6/30/2017	REEMPL FR 39MO RR 5/10/17
STATUS CHANGE / RE-ASSIGN							
FUERTE	ENEDINA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	4/25/2017	6/30/2017	STCHG TO .75 4/25/17
MARTIN	TAHNEE	B	Fd Sv Asst IV	NUTRITION SERVICES DEPARTMENT	5/3/2017	6/30/2017	REA FR POS#4288 5/3/17
MILLER	MARINA	B	Office Asst-Fiscal Svcs	DEPUTY SUPERINTENDENT	5/8/2017	6/30/2017	REA/STCHG/TR 5/8/17
BOZEMAN	JERY	B	Mngr III Project Manager	FACILITIES SUPPORT SERVICES	4/3/2017	6/30/2017	REA/STCHG/TR/WVG 4/3/17
HARVEY	BEVERLY	R	Family Advocate	HIRAM W. JOHNSON HIGH SCHOOL	3/13/2017	6/30/2017	STCHG PERM LTA 3/13/17
RAMIREZ	JAMES	B	Bus Driver	TRANSPORTATION SERVICES	5/11/2017	6/30/2017	STCHG FR 0.875 5/11/17
AYALA	ELIZABETH	Q	Campus Monitor	REASSIGNED	3/1/2017	6/15/2017	STCHG TO PERM LTA/TR 3/1/17
PENA	AMBER	B	Accounting Specialist	ACCOUNTING SERVICES DEPARTMENT	5/3/2017	6/30/2017	STCHG TO PROB/REA/TR 5/3/17
LEAVES							
ADAMS	SHANNON	A	Inst Aid Spec Ed	SPECIAL EDUCATION DEPARTMENT	5/8/2017	6/29/2017	LOA PD HE/PDL 5/8-6/29/17

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
ADAMS	SHANNON	A	Inst Aid Spec Ed	SPECIAL EDUCATION DEPARTMENT	6/30/2017	6/30/2017	LOA RTN PD HE/PDL 6/30/17
ARIAS	NELLIE	B	Inst Aid Spec Ed	SPECIAL EDUCATION DEPARTMENT	4/8/2017	6/30/2017	LOA RTN PD FMLA/CFRA 4/8/17
BUTLER	CHARLISSE	A	Campus Monitor	LUTHER BURBANK HIGH SCHOOL	4/6/2017	6/30/2017	LOA RTN PD CFRA/BABY 4/6/17
CEBALLOS	MARITZA	A	Home Visitor First 5 HB	CHILD DEVELOPMENT PROGRAMS	4/6/2017	5/8/2017	LOA RTN PD FMLA/CFRA 4/6/17
CHODON	LHAKPA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	1/31/2017	6/30/2017	LOA RTN UNPD 1/31/17
COLVIN	JULIA	A	Inst Aid Spec Ed	GEO WASHINGTON CARVER	1/23/2017	4/23/2017	AMEND/LOA PD HE 1/23/17-4/23/17
COLVIN	JULIA	A	Inst Aid Spec Ed	GEO WASHINGTON CARVER	4/24/2017	6/30/2017	RET FR LOA 4/24/17
CONRAD	MAX	A	Campus Monitor	JOHN F. KENNEDY HIGH SCHOOL	5/4/2017	6/30/2017	LOA ADMIN PD 5/4/17-6/30/17
COWAN	KEVIN	B	Bus Vehicle Mechanic	TRANSPORTATION SERVICES	3/2/2017	5/31/2017	LOA FMLA/CFRA PD 3/2/17-6/9/17
COWAN	KEVIN	B	Bus Vehicle Mechanic	TRANSPORTATION SERVICES	6/10/2017	6/30/2017	LOA HE PD 6/10/17-6/30/17
DERBY	DENAE	A	Child Dev Spec I	CHILD DEVELOPMENT PROGRAMS	5/10/2017	6/30/2017	LOA PD ADMIN 5/10/17-6/30/17
DOMONDON	SHEENA	B	Assessment Technician	RESEARCH & EVALUATION SERVICES	4/17/2017	6/19/2017	LOA HE PD 4/17/17-6/19/17
IRVING	JOANNE	A	Bus Driver	TRANSPORTATION SERVICES	3/16/2017	3/31/2017	AMND/LOA ADMIN PD 3/16-3/31/17
MONTANEZ	JOHN	A	Campus Monitor	HIRAM W. JOHNSON HIGH SCHOOL	3/1/2017	6/30/2017	LOA RTN PD ADMIN/TR 3/1/17
PACHECO	OLGA	A	Adm & Family Svcs Tech	ENROLLMENT CENTER	4/18/2017	5/22/2017	LOA FMLA/CF UNPD 4/18-5/22/17
RODRIGUEZ	VERONICA	A	Bus Driver	TRANSPORTATION SERVICES	5/27/2017	6/30/2017	PAIDLOA-FMLA 5/27-6/30/17
RODRIGUEZ	MARCELLA	B	Spec II Student Support Svcs	INTEGRATED COMMUNITY SERVICES	5/1/2017	6/30/2017	LOA RTN PD 5/1/17
TURNER	TANISHA	B	Dir II Compensation & Brnfts	EMPLOYEE COMPENSATION	4/4/2017	6/30/2017	LOA RTN PD FMLA/CFRA 4/4/17
SEPARATE / RESIGN / RETIRE							
CARTER	BETHANY	A	School Office Manager III	JOHN F. KENNEDY HIGH SCHOOL	4/13/2017	6/30/2017	LOA RTN 4/13/17/SEP/RET 6/30/17
BARRIOS	MELISSA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	12/1/2016	4/21/2017	SEP/RESIGN 4/21/17
CARTER	BETHANY	A	School Office Manager III	JOHN F. KENNEDY HIGH SCHOOL	4/5/2017	4/12/2017	SEP/RETIRE 6/30/17
O'MARA	DONNA	A	Bus Driver	TRANSPORTATION SERVICES	7/1/2016	6/30/2017	SEP/RETIRE 6/30/17
SOHRAKOFF	KILEY	B	Inst Aide Child Dev	CHILD DEVELOPMENT PROGRAMS	1/9/2017	5/10/2017	SEP/RESIGN 5/10/17
RUIZ MENDOZA	BLANCA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	3/16/2017	5/12/2017	SEP/RESIGN 5/12/17
NERSESYAN	EMMA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	10/1/2016	4/25/2017	SEP/RESIGN 4/25/17
GHOLAR	LAUREATE	R	Youth Services Specialist	YOUTH DEVELOPMENT	12/1/2016	5/12/2017	SEP/RESIGN 5/12/17
PADILLA	BRENDA	A	Dir II Nutrition Services	NUTRITION SERVICES DEPARTMENT	4/18/2017	5/1/2017	SEP/RETIRE 5/1/17
THORNTON	GREGORY	A	Bus Driver	TRANSPORTATION SERVICES	8/30/2016	6/13/2017	SEP/RETIRE 6/13/17
HAMPTON	ANDRIA	B	Attendance Tech II	JOHN F. KENNEDY HIGH SCHOOL	7/1/2016	6/30/2017	SEP/RETIRE 6/30/17
JUAREZ	GLORIA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	1/5/2017	3/25/2017	SEP/TERM 3/25/17
BARNES	MAMIE	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	2/27/2017	5/11/2017	SEP/TERM 5/11/17
ARIZAGA	CLAUDIA	A	Bus Driver	TRANSPORTATION SERVICES	4/17/2017	5/4/2017	SEP/TERM 5/4/17
SMITH	ANTOINETTE	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	12/19/2016	5/12/2017	SEP/TERM 5/12/17
WARE	CLAUDETTE	A	Instructional Aide	CAMELLIA BASIC ELEMENTARY	7/1/2016	4/16/2017	SEP/TERM 4/16/17



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1c

Meeting Date: June 1, 2017

Subject: Approve Resolution No. 2949: Authorizing Signature Authority on Documents Transmitted to County Superintendent of Schools, Jorge Aguilar

- 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. 2949, Authorizing Signature Authority on Documents Transmitted to County Superintendent of Schools and rescind prior Resolution No. 2801, Effective July 1, 2017.

Background/Rationale: Education Code Section 35161 authorizes governing boards of school districts to delegate an officer or employee of the district the authority to sign documents transmitted to County Superintendent of Schools.

This resolution reflects changes in district staff.

Financial Considerations: None.

LCAP Goal(s): Operational Excellence; Family and Community Empowerment

Documents Attached:

1. Resolution No. 2949, Authorizing Signature Authority on Documents Transmitted to the County Superintendent of Schools, Jorge Aguilar

Estimated Time of Presentation: N/A

Submitted by: Gerardo Castillo, Chief Business Officer

Approved by: José L. Banda, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 2949

**Authorizing Signature Authority on Documents Transmitted
to County Superintendent of Schools**

WHEREAS, Education Code Section 35161 authorizes the Governing Board to delegate certain powers to officers and employees of the Sacramento City Unified School District; and

WHEREAS, on August 7, 2014, the Governing Board of the Sacramento City Unified School District adopted Resolution No. 2801 designating persons authorized to sign orders in its name which is hereby rescinded; and

WHEREAS, Jorge Aguilar is Superintendent, Gerardo Castillo is Chief Business Officer and Cancy McArn is Chief Human Resource Service Officer; and

BE IT FURTHER RESOLVED AND ORDERED by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 35161, effective July 1, 2017, Jorge Aguilar is Superintendent, Gerardo Castillo is Chief Business Officer and Cancy McArn is Chief Human Resource Service Officer and are hereby authorized and empowered to sign orders for official documents transmitted to County Superintendent of Schools.

AUTHORIZED SIGNATURES:

Jorge Aguilar
Superintendent

Gerardo Castillo
Chief Business Officer

Cancy McArn
Chief Human Resource Service Officer

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 1st day of June, 2017, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Jay Hansen
President of the Board of Education

ATTESTED TO:

José L. Banda
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1d

Meeting Date: June 1, 2017

Subject: Approve Resolution No. 2950: Authorization of Personnel to Sign Orders on District Funds, Jorge Aguilar

- 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. 2950, Authorization of Personnel to Sign Orders on District Funds and rescind prior Resolution No. 2802, Effective July 1, 2017.

Background/Rationale: Education Code Section 42632 authorizes governing boards of school districts to delegate to officers or employees of the district the authority to sign orders on district funds.

This resolution reflects changes in district staff.

Financial Considerations: None

LCAP Goal(s): Operational Excellence; Family and Community Empowerment

Documents Attached:

1. Resolution No. 2950, Authorization of Personnel to Sign Orders on District Funds, Jorge Aguilar

Estimated Time of Presentation: N/A

Submitted by: Gerardo Castillo, Chief Business Officer

Approved by: José L. Banda, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 2950

Authorization of Personnel to Sign Orders on District Funds

WHEREAS, Education Code Section 42632 authorizes the Governing Board to delegate to officers and employees of the Sacramento City Unified School District the authority to sign orders drawn on the funds of the school district; and

WHEREAS, on August 7, 2014, the Governing Board of the Sacramento City Unified School District adopted Resolution No. 2802 designating persons authorized to sign orders in its name which is hereby rescinded; and

WHEREAS, Jorge Aguilar is Superintendent; Gerardo Castillo is Chief Business Officer; Amari B. Watkins is Director, Accounting Services; Gloria Chung is Director, Fiscal Services; Jerry Uhl is Supervisor, Budget Services; and Dawn Nantz is Accountant, Accounting Services.

BE IT RESOLVED AND ORDERED by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 42632, effective July 1, 2017 Jorge Aguilar, Superintendent; Gerardo Castillo, Chief Business Officer; Amari B. Watkins, Director, Accounting Services; Gloria Chung, Director, Fiscal Services; Jerry Uhl Supervisor, Budget Services; and Dawn Nantz Accountant, Accounting Services who are employees of the Sacramento City Unified School District, be and are hereby authorized and empowered to sign orders for the payment of lawful expenses of the District on the funds of the District.

BE IT FURTHER RESOLVED AND ORDERED that all such orders shall be on forms prescribed by the County Superintendent of Schools and approved by the Superintendent of Public Instruction of the State of California.

AUTHORIZED SIGNATURES:

Jorge Aguilar
Superintendent

Gerardo Castillo
Chief Business Officer

Amari B. Watkins
Director, Accounting Services

Gloria Chung
Director, Fiscal Services

Dawn Nantz
Accountant, Accounting Services

Jerry Uhl
Supervisor, Budget Services

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 1st day of June, 2017, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Jay Hansen
President of the Board of Education

ATTESTED TO:

José L. Banda
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1e

Meeting Date: June 1, 2017

Subject: Approve Resolution No. 2951: Authorizing Delegation of Power to Contract, Jorge Aguilar

- 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. 2951, Authorizing Delegation of Power to Contract and rescind prior Resolution No. 2803, Effective July 1, 2017.

Background/Rationale: Education Code Section 17605 authorizes governing boards of school districts to delegate to the superintendent, or to such persons designated by the superintendent, the power to contract in the name of the district whenever the Education Code invests the power to contract in a governing board or any member of the board. In addition, Education Code Section 17605 authorizes governing boards to delegate to any officer or employee of the district the authority to purchase supplies, materials, apparatus, equipment, and services within the expenditure limitations specified in Public Contract Code Section 20111.

This resolution reflects changes in district staff.

Financial Considerations: None

LCAP Goal(s): Operational Excellence; Family and Community Empowerment

Documents Attached:

1. Resolution No. 2951, Authorizing Delegation of Power to Contract, Jorge Aguilar

Estimated Time of Presentation: N/A

Submitted by: Gerardo Castillo, Chief Business Officer

Approved by: José L. Banda, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 2951

Authorizing Delegation of Power to Contract

WHEREAS, Education Code Section 17605 authorizes the Governing Board to delegate to the district Superintendent or designee, the power to contract in the name of the Sacramento City Unified School District whenever the Education Code invests the power to contract in a governing board or any member of the board; and

WHEREAS, Education Code Section 17605 authorizes the Governing Board to delegate to any officer or employee of the Sacramento City Unified School District the authority to purchase supplies, materials, apparatus, equipment, and services within the expenditure limitations specified in Public Contract Code Section 20111; and

WHEREAS, on August 7, 2014, the Governing Board of the Sacramento City Unified School District adopted Resolution No. 2803 designating persons authorized to be empowered to contract which is hereby rescinded; and

BE IT RESOLVED AND ORDERED by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 17604, effective July 1, 2017, Jorge Aguilar, Superintendent; Gerardo Castillo, Chief Business Officer; Cancy McArn, Chief Human Resource Service Officer; and Daniel M. Sanchez, Manager II, Purchasing Services be and are hereby authorized and empowered to contract with third parties in the name of the Sacramento City Unified School District wherever the Education Code invests the power to contract in the Governing Board of the School District or any member of the Governing Board, without limitation as to money or subject matter; provided, however, that all such contracts must be approved or ratified by the Governing Board; and

BE IT FURTHER RESOLVED AND ORDERED by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 17605, effective July 1, 2017, Jorge Aguilar, Superintendent; Gerardo Castillo, Chief Business Officer; Cancy McArn, Chief Human Resource Service Officer; and Daniel M. Sanchez, Manager II, Purchasing Services, be and are hereby authorized and empowered to contract for the purchase of supplies, materials, apparatus, equipment, and services; provided, however, that no such individual purchase shall involve an expenditure by the District in excess of the amount specified by Section 20111 of the Public Contract Code; and

BE IT FURTHER RESOLVED AND ORDERED that all such transactions to purchase supplies, materials, apparatus, equipment, and services entered into in accordance with Education Code Section 17605 shall be reviewed by the Governing Board every sixty (60) days; and

BE IT FURTHER RESOLVED AND ORDERED that in the event of malfeasance in office, each of the persons named above shall be personally liable to the Sacramento City Unified School District for any and all monies of the District paid out as a result of such malfeasance; and

BE IT FURTHER RESOLVED AND ORDERED that the persons named above shall be and are hereby authorized to insure against any such liability, and the cost of such insurance shall be paid from the funds of the District; and

BE IT FURTHER RESOLVED AND ORDERED that the term “Contract” as used herein shall be deemed to include orders to contract.

AUTHORIZED SIGNATURES:

Jorge Aguilar
Superintendent

Gerardo Castillo
Chief Business Officer

Daniel M. Sanchez
Manager II, Purchasing Services

Cancy McArn
Chief Human Resource Service Officer

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 1st day of June, 2017, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

Jay Hansen
President of the Board of Education

ATTESTED TO:

José L. Banda
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1f

Meeting Date: June 1, 2017

Subject: Approve John F. Kennedy High School Field Trip to Japan from
June 16-28, 2017

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

Division: Deputy Superintendent

Recommendation: Approve John F. Kennedy High School Field Trip to Japan from
June 16, 2017 – June 28, 2017.

Background/Rationale: On June 16, 2017 – June 28, 2017, students from John F.
Kennedy High School will travel by commercial airline to Japan to visit Ehime University
Senior High School and learn the Japanese culture.

Financial Considerations: There is no cost to the District. Expenses are paid through
parent contributions.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out-of-state field trip documents

<p>Estimated Time of Presentation: N/A</p> <p>Submitted by: Lisa Allen, Deputy Superintendent Tu Carroz, Area Assistant Superintendent</p> <p>Approved by: José L. Banda, Superintendent</p>

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
(USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
School Name John F. Kennedy High School Date 4/20/2017

Teacher's Name Tadashi Suzuki Room # C-208 Telephone # 7148157765
Fax # _____

Field Trip Destination Japan

Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight
 Out-of-State/Country Involving Swimming or Wading Unusual Activities
Route Tokoyo to Matsuyamato to Hiroshima to Osaka to Kyoto to Tokyo

Educational nature of field trip/excursion Visiting Sister City and Ehime University Senior High School, Japanese Culture

Depart Date 6/16/2017 Time 3:55 p.m. am/pm Return Date 6/28/2017 Time 1:45 pm am/pm

TRANSPORTATION will be provided by: Walking School Bus - Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no - Check Risk Management Web Site
 Private Vehicle - Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver - Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver - Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: walking

Funding Source Parents Financial Assistance Available? yes no

Number of students participating: 11

Adult Supervisors/ Drivers: DRIVER DRIVER
1) Christine Umeda yes no 2) Steven Yee yes no
3) _____ yes no 4) _____ yes no

Teachers and Staff Attending:
1) Tadashi Suzuki yes no 2) _____ yes no
3) _____ yes no 4) _____ yes no

Principal Approval _____ Date 4/24/17
Risk Management Approval (Unusual Activities) _____ Date 5/3/17
Segment Administrator Approval _____ Date 4/25/17

- Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:
1. **Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
 2. **Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
 3. **Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
 4. **Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
 5. **Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
 6. **Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
TRAVEL REQUEST**

School Name John F. Kennedy High School Date 4/20/2017

Teacher's Name Tadashi Suzuki Room # C-208 Telephone # 7148157765

Field Trip Destination JAPAN

Reason for travel visit Sister City Matsuyama, Japan and Ehime University Senior High School. Group is planning to do some home-stays with Ehime University High School student's family in Matsuyama, Japan.

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

n/a

Attach a detailed itinerary for each day: see attached

Signed Tadashi Suzuki Tadashi Suzuki
Teacher

Approvals:

David Van Natten David Van Natten 4/20/2017
Principal Date

[Signature] 5/3/17
Risk Management Dept. Date

[Signature] 4/25/17
Segment Administrator Date

[Signature] 5/4/17
Superintendent Date

Board Approval Date _____

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input checked="" type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
--	--	--

School/Department JF Kennedy High School Date 4/20/2017

Date(s) of Event June 16 - 28, 2017 Location Tokoyo

Event Title (attach brochure) Welcome to Sacramento Matsuyama Sister City

Purpose* Visit Sister City Matsuyama, Japan and Ehime University Senior High School. Plan is to some home-slays with Ehime University High School student's family in Matsuyama, Japan.

*(what value does this activity give students, attendees, staff, department/site or community?)

How does this travel align with the District's strategic plan? _____

How will this activity/event be used and shared? _____

Name of Attendee(s) <small>(attach sheet for additional attendees)</small>	Position	Substitute (Y/N)* *	No. of Days Required	Budget Code <small>(for substitute)</small>
Tadashi Suzuki	Teacher	No		n/a
		No		

****IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770** Additional Attendees Attached

Approvals:

Principal/Department Head Signature & Print Name _____ Date 4/24/17

Cabinet Level or Designee Signature _____ Date 4/25/17

Chief Business Officer Signature _____ Date 5/3/17

Superintendent or Designee Signature _____ Date 5/4/17

District cost for all attendees (estimate)

Registration Fee *** 0

Meals included?

B L D

Lodging 0

Transportation 0

Meals 0

Other 0

TOTAL 0

Categorical Budget Code(s): _____ \$ 0

General Fund/Unrestricted _____ \$ 0

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	0
Hotel	_____
Airfare ****	_____
Car Rental ****	_____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1g

Meeting Date: June 1, 2017

Subject: Approve Albert Einstein Middle School Field Trip to Ashland, Oregon from June 6-8, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Albert Einstein Middle School Field Trip to Ashland, Oregon June 6-8, 2017

Background/Rationale: June 6-8, 2017, a group of 40 students, and four teacher chaperones from A. Einstein Middle School will travel via chartered bus to Ashland, Oregon, to see plays at the Oregon Shakespeare Festival. Students will experience acclaimed literature and professionally performed art, allowing them to study and enjoy Shakespeare's works. Additionally, students will participate in enrichment activities by attending workshops provided by the theater company to deepen understanding and provide hands on role-playing. The students and chaperones will be housed in the dorms at Southern Oregon University.

Financial Considerations: No cost to the district. Expenses paid through parent contribution. Associated Student Body funds were made available for students in need.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

Estimated Time of Presentation: N/A
Submitted by: Lisa Allen, Deputy Superintendent
 Olga Simms, Area Assistant Superintendent
Approved by: José Banda, Superintendent

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
 School Name Albert Einstein Date 3/8/17

Teacher's Name Marie Rodriguez Room # 18 Telephone # 595-4854
 Fax # 228-5813

Field Trip Destination Ashland, Oregon/Southern Oregon University

- Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight
 Out-of-State/Country Involving Swimming or Wading Unusual Activities

Route Interstate 5

Educational nature of field trip/excursion Students will be attending two plays and staying in collage dorms

Depart Date 6/6/17 Time 7:15 am am/pm Return Date 6/8/17 Time 2pm am/pm

- TRANSPORTATION** will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source Students Financial Assistance Available? yes no

Number of students participating: 40

Adult Supervisors/ Drivers: DRIVER DRIVER
 1) _____ yes no 2) _____ yes no
 3) _____ yes no 4) _____ yes no

Teachers and Staff Attending:

1) Marie Rodriguez yes no 2) Anna Ruggiero yes no
 3) Gary Kretzschmar yes no 4) Gio Boone yes no

Principal Approval *Geri* Date 3/13/17

Risk Management Approval (Unusual Activities) *Roger M. Smith* Date 6/3/17

Segment Administrator Approval *Walter J. Summers* Date 5/4/17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

1. **Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
2. **Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
3. **Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
4. **Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
5. **Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
6. **Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
TRAVEL REQUEST**

School Name Albert Einstein Middle School Date June 6-8, 2017

Teacher's Name Marie Rodriguez Room # 18 Telephone # 319-595-4854

Field Trip Destination Ashland, Oregon

Reason for travel Students will attend two plays and learn about theater, play production and Shakespeare.

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

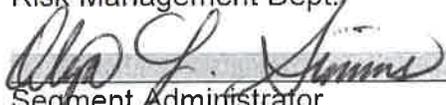
Attach a detailed itinerary for each day: attached

Signed Marie Rodriguez
Teacher 

Approvals:


Principal 3/13/17
Date


Risk Management Dept. 5/3/17
Date


Segment Administrator 4/24/17
Date


Superintendent 5/8/17
Date

Board Approval Date

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input checked="" type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
---	---	--

School/Department ALBERT EINSTEIN MIDDLE SCHOOL Date Mar 21, 2017

Date(s) of Event June 6- June 8, 2017 Location Southern Oregon University, Ashland, OR

Event Title (attach brochure) SHAKESPEARE FESTIVAL

Purpose* FIELD TRIP TO EXPOSE STUDENTS TO LIVE SHAKESPEARE PERFORMANCES AND COLLEGE CAMPUS LIFE.

*(what value does this activity give students, attendees, staff, department/site or community?)

How does this travel align with the District's strategic plan? DEVELOP COLLEGE CAREER AND LIFE READY STUDENTS.

How will this activity/event be used and shared? DIRECT CLASSROOM INSTRUCTION

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N) **	No. of Days Required	Budget Code (for substitute)
ANNA RUGGIERO	TEACHER	Yes	1	01-3010-0-1102-15-1110-2140-000-0410-000
MARIE RODRIGUEZ	TEACHER	Yes	1	01-3010-0-1102-15-1110-2140-000-0410-000
GARY KRETZSCHMAR	TEACHER	Yes	1	01-3010-0-1102-15-1110-2140-000-0410-000
GIOVANNI BOONE	TEACHER	Yes	1	01-3010-0-1102-15-1110-2140-000-0410-000
		No		

****IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770** Additional Attendees Attached

Approvals: <div style="margin-bottom: 10px;"> Garrett Kirkland <u>3/21/17</u> Principal/Department Head Signature & Print Name Date </div> <div style="margin-bottom: 10px;"> <u>4/24/17</u> Cabinet Level or Designee Signature Date </div> <div style="margin-bottom: 10px;"> <u>5/7/17</u> Chief Business Officer Signature Date </div> <div> <u>5/8/17</u> Superintendent or Designee Signature Date </div>	District cost for all attendees (estimate) Registration Fee *** _____ Meals included? <input type="checkbox"/> No <input type="checkbox"/> Yes B <input type="checkbox"/> L <input type="checkbox"/> D <input type="checkbox"/> Lodging _____ Transportation _____ Meals _____ Other _____ TOTAL _____
--	---

Categorical Budget Code(s): _____ \$ _____
 General Fund/Unrestricted _____ \$ _____

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	_____
Hotel	_____
Airfare ****	_____
Car Rental ****	_____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1h

Meeting Date: June 1, 2017

Subject: Approve Sutter Middle School Field Trip to Washington, D.C.,
Gettysburg, Philadelphia, Pennsylvania from June 16-21, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Sutter Middle School Field Trip to Washington, D.C.,
Gettysburg and Philadelphia, PA June 16-21, 2017

Background/Rationale: June 16-21, 2017 a group of 26 students, two teacher chaperones and one parent chaperone from Sutter Middle School will travel via airplane to Washington, D.C., Gettysburg and Philadelphia, PA., to study various historical sites, museums, and monuments as they pertain to the growth and development of our country.

Financial Considerations: No cost to the district. Expenses paid through parent contribution. Associated Student Body funds were made available for students in need.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

Estimated Time of Presentation: N/A

Submitted by: Lisa Allen, Deputy Superintendent

Olga Simms, Area Assistant Superintendent

Approved by: José Banda, Superintendent

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.

School Name Sutter Middle School Date March 21, 2017

Teacher's Name Terri Lee Brant Room # 116 Telephone # 995-5370
 Fax # 916-264-3436

Field Trip Destination Washington D.C., Gettysburg, Philadelphia

Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight

Out-of-State/Country Involving Swimming or Wading Unusual Activities
 Route Commercial airline and chartered bus

Educational nature of field trip/excursion Study the foundation of the United States, civil war, and national historical sites and museums.

Depart Date 6/16/17 Time 9:00PM am/pm Return Date 6/21/17 Time 11:50PM am/pm

TRANSPORTATION will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source Student Financial Assistance Available? yes no

Number of students participating: 26

Adult Supervisors/ Drivers:	DRIVER	DRIVER
1) David Brandt	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	2) _____ <input type="checkbox"/> yes <input type="checkbox"/> no
3) _____	<input type="checkbox"/> yes <input type="checkbox"/> no	4) _____ <input type="checkbox"/> yes <input type="checkbox"/> no

Teachers and Staff Attending:

1) Terri Brandt	<input type="checkbox"/> yes <input type="checkbox"/> no	2) Christine Chavez	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
3) _____	<input type="checkbox"/> yes <input type="checkbox"/> no	4) _____	<input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval [Signature] Date 4/17/17

Risk Management Approval (Unusual Activities) [Signature] Date 5/2/17

Segment Administrator Approval [Signature] Date 5/4/17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip.

1. **Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
2. **Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
3. **Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
4. **Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
5. **Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
6. **Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
 TRAVEL REQUEST**

School Name Sutter Middle School Date June 16-21, 2017
 Teacher's Name Mrs. Terri Brandt Room # 116 Telephone # 395-5370

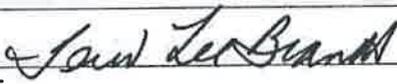
Field Trip Destination Washington D.C., Gettysburg, Philadelphia

Reason for travel To study the origins of the United States, historical monuments, museums, founding fathers and creation of the constitution. Students will tour museums such as the Smithsonian museums and the Holocaust museum. Activities will be educationally based with trained guides and docents to maximize learning potential. Students will also develop social skills as they learn how to room with other students and manage money.

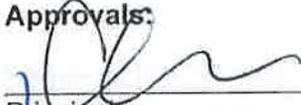
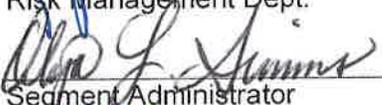
List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

None

Attach a detailed itinerary for each day: See attached form.

Signed Terri Lee Brandt 
 Teacher

Approvals:

	<u>4/7/17</u>
Principal	Date
	<u>5/3/17</u>
Risk Management Dept.	Date
	<u>5/4/17</u>
Segment Administrator	Date
	<u>5/10/17</u>
Superintendent	Date

Board Approval Date _____

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
--	---	--

School/Department Sutter Middle School Date 4/7/2017

Date(s) of Event 6/16/2017-6/21/2017 Location Washington D.C., Gettysburg, Philadelphia

Event Title (attach brochure) School Tours of America--Washington D.C., Gettysburg and Historic Philadelphia

Purpose* Study the foundation of the United States, our constitution, civil war sites, and national historian sites and museums.

*(what value does this activity give students, attendees, staff, department/site or community?)
 How does this travel align with the District's strategic plan? To give students hands on experiences as a culminating study of 8th grade history. Builds on core values of achievement to help students build a better understanding of the concepts learned and building equity as all students on campus were invited to attend.

How will this activity/event be used and shared? Used in the teaching of U.S. History an shared with other CORE teachers during collaboration time.

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
Terri Lee Brandt	Teacher	No		NA
Christine Chavez	Teacher	No		NA

***IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770 Additional Attendees Attached

Approvals:

<i>[Signature]</i> Principal/Department Head Signature & Print Name	<u>4/7/17</u> Date
<i>[Signature]</i> Cabinet Level or Designee Signature	<u>5/4/17</u> Date
<i>[Signature]</i> Chief Business Officer Signature	<u>5/9/17</u> Date
<i>[Signature]</i> Superintendent or Designee Signature	<u>5/10/17</u> Date

District cost for all attendees (estimate)

Registration Fee *** 0

Meals included? B L D

Lodging _____

Transportation _____

Meals _____

Other _____

TOTAL 0.00

Categorical Budget Code(s): _____ \$ _____

General Fund/Unrestricted _____ \$ _____

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	_____
Hotel	_____
Airfare ****	_____
Car Rental ****	_____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1i

Meeting Date: June 1, 2017

Subject: Approve Sutter Middle School Field Trip to Washington, D.C. and New York City from June 17-22, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Sutter Middle School Field Trip to Washington, D.C. and New York City June 17-22, 2017

Background/Rationale: June 17-22, 2017 a group of 46 students, four teacher chaperones and four parent chaperones from Sutter Middle School will travel via airplane, and charter bus, to Washington, D.C. and New York City to study various historical sites, museums, and monuments as they pertain to the growth and development of our country. This educational experience will help students gain a more realistic view of where some of the 'making of America' took place.

Students will meet the teachers and chaperones at Sacramento International Airport on the morning of June 17th, and will be met by their parents/guardians at Sacramento International Airport on return on June 22nd.

Financial Considerations: No cost to the district. Expenses paid through parent contribution. Associated Student Body funds were made available for students in need.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

Estimated Time of Presentation: N/A
Submitted by: Lisa Allen, Deputy Superintendent
 Olga Simms, Area Assistant Superintendent
Approved by: José Banda, Superintendent

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
 TRAVEL REQUEST**

School Name Sutter Middle School Date June 17-22, 2017
 Teacher's Name Michael Baradat Room # 205 Telephone # 916.704.6865

Field Trip Destination Washington, D.C./New York City

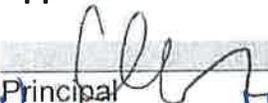
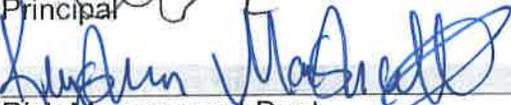
Reason for travel Culminating event for eighth grade history. Students will experience the East Coast and the monuments and landmarks that are a part of United States History. Students will have the opportunity to see many of the things that they learned about this year.

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

Attach a detailed itinerary for each day: attached

Signed 
 Teacher

Approvals:

<u></u>	<u>5.9.17</u>
Principal	Date
<u></u>	<u>6/1/17</u>
Risk Management Dept.	Date
<u></u>	<u>5/8/17</u>
Segment Administrator	Date
<u></u>	<u>5/15/17</u>
Superintendent	Date

Board Approval Date _____

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
 School Name Sutter Middle School Date June 17-22, 2017

Teacher's Name Michael Baradat Room # 205 Telephone # 704.6865
 Fax # _____

Field Trip Destination Washington, D.C. and New York City

Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight

Out-of-State/Country Involving Swimming or Wading Unusual Activities
 Route Commercial Air to Washington, D.C. and return from Newark

Educational nature of field trip/excursion Culmination of U.S. History class. Experience history by visiting our
 National monuments, museums, and historic sites.

Depart Date 06.17.17 Time 4:30 am am/pm Return Date 06.22.17 Time 11:00pm am/pm

TRANSPORTATION will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source private funds Financial Assistance Available? yes no

Number of students participating: 46

Adult Supervisors/ Drivers:	DRIVER		DRIVER
1) <u>Gary Lee House</u>	<input type="checkbox"/> yes <input type="checkbox"/> no	2) <u>Jennifer Johnson</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
3) <u>Theodore Lombardi</u>	<input type="checkbox"/> yes <input type="checkbox"/> no	4) <u>Robert Jones</u>	<input type="checkbox"/> yes <input type="checkbox"/> no

Teachers and Staff Attending:

1) <u>Michael Baradat</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	2) <u>Nicole Baradat</u>	<input type="checkbox"/> yes <input type="checkbox"/> no
3) <u>Elizabeth Henrikson</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	4) <u>Katie Miller</u>	<input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval [Signature] Date 5-4-17

Risk Management Approval (Unusual Activities) [Signature] Date 5/4/17

Segment Administrator Approval [Signature] Date 5/8/17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

- Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
- Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.):** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
- Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1j

Meeting Date: June 1, 2017

Subject: Approve Leonardo da Vinci K-8 School Field Trip to Ashland, Oregon
from June 8-10, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Leonardo da Vinci School Field Trip to Ashland, Oregon
from June 8, 2017 to June 10, 2017

Background/Rationale: On June 8 through June 10, 2017, students from LDV K-8 School will travel by cars driven by parent volunteers to Ashland, Oregon to attend a Shakespeare Festival. There will be thirteen chaperones attending with twenty-three students.

Financial Considerations: There will be no cost to the district. Expenses will be paid through parent contribution and fundraising.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

<p>Estimated Time of Presentation: N/A</p> <p>Submitted by: Lisa Allen, Deputy Superintendent Mary Hardin Young, Area Assistant Superintendent</p> <p>Approved by: Jose L. Banda, Superintendent</p>

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
 (USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
 School Name Leonard Da Vinci EK-8 Date 03.17.17

Teacher's Name Mark Sirard Room # 35 Telephone # 3954635
 Fax # 2776806

Field Trip Destination Ashland, Oregon Shakespeare Festival

- Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight
 Out-of-State/Country Involving Swimming or Wading Unusual Activities

Route I-5

Educational nature of field trip/excursion Integrated Thematic Instruction

Depart Date 06.08.17 Time 6 am/pm Return Date 06.10.17 Time 3 pm/am/pm

- TRANSPORTATION** will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source Class Funds Financial Assistance Available? yes no

Number of students participating: 23

- | | | |
|-------------------------------|--|---|
| Adult Supervisors/ Drivers: | DRIVER | DRIVER |
| 1) <u>See Attached Roster</u> | <input type="checkbox"/> yes <input type="checkbox"/> no | 2) _____ <input type="checkbox"/> yes <input type="checkbox"/> no |
| 3) _____ | <input type="checkbox"/> yes <input type="checkbox"/> no | 4) _____ <input type="checkbox"/> yes <input type="checkbox"/> no |

- Teachers and Staff Attending:
- | | | | |
|-------------------------|---|-----------------------|--|
| 1) <u>Ellen Chapman</u> | <input checked="" type="checkbox"/> yes <input type="checkbox"/> no | 2) <u>Mark Sirard</u> | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 3) _____ | <input type="checkbox"/> yes <input type="checkbox"/> no | 4) _____ | <input type="checkbox"/> yes <input type="checkbox"/> no |

Principal Approval [Signature] Date 4/10/17

Risk Management Approval (Unusual Activities) [Signature] Date 5/10/17

Segment Administrator Approval [Signature] Date 5/11/17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

- Local Trip: (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
- Out-Of-Town: (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Overnight Trip: Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Swimming or Wading: Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkelling, rock climbing, skiing, etc.) - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
- Out-of-State/Country: Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input checked="" type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input checked="" type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
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School/Department LEONARDO DA VINCI EK-8 Date 03/17/2017

Date(s) of Event 06-08-10-2017 Location ASHLAND, OREGON SHAKESPEARE FESTIVAL

Event Title (attach brochure) ATTACHED

Purpose* THE LDV SHAKESPEARE CLUB WILL BE VISITING THE ANNUAL SHAKESPEARE FESTIVAL IN ASHLAND TO EXPERIENCE FIRST HAND THE PLAY THEY STARRED IN, AS WELL AS EXPERIENCE THE WORKS OF SHAKESPEARE THT THEY ARE CURRENTLY LEARNING ABOUT THROUGH THE CLUB.

*(what value does this activity give students, attendees, staff, department/site or community?)
 How does this travel align with the District's strategic plan? THIS IS INTEGRATED THEMATIC INSTRUCTION

How will this activity/event be used and shared? Experiences will be shared with each other and with students interested in joining the club next year.

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
MARK SIRARD	LANGUAGE ARTS TEACHER	Yes <input checked="" type="checkbox"/>	2	01-0000-0-1102-15-1110-1000-000-0151-000
		Yes <input checked="" type="checkbox"/>	2	
		No <input type="checkbox"/>		
		No <input type="checkbox"/>		
		No <input type="checkbox"/>		

****IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770** Additional Attendees Attached

Approvals: <div style="margin-bottom: 10px;"> Principal/Department Head Signature & Print Name <u>4/17/19</u> Date </div> <div style="margin-bottom: 10px;"> Cabinet Level or Designee Signature <u>5/11/17</u> Date </div> <div style="margin-bottom: 10px;"> Chief Business Officer Signature <u>5/12/17</u> Date </div> <div> Superintendent or Designee Signature <u>5/15/17</u> Date </div>	District cost for all attendees (estimate) Registration Fee *** <u>800.00</u> Meals included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No B <input type="checkbox"/> L <input type="checkbox"/> D <input type="checkbox"/> Lodging _____ Transportation _____ Meals _____ Other <u>800.00</u> TOTAL _____
--	--

Categorical Budget Code(s): _____ \$ _____
 General Fund/Unrestricted 01-0000-0-1102-15-1110-1000-000-0151-000 \$ 800.00

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	N/A
Hotel	N/A
Airfare ****	N/A
Car Rental ****	N/A

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
TRAVEL REQUEST**

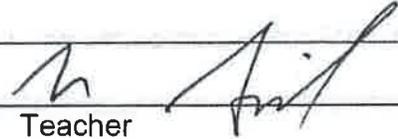
School Name Leonardo Da Vinci EK-8 Date 03/17/2017
Teacher's Name Mark Sirard Room # 35 Telephone # 916-395-4635

Field Trip Destination Ashland, Oregon - The Shakespeare Festival

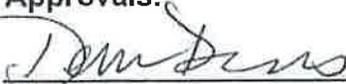
Reason for travel The LDV Shakespeare Club will be visiting The Shakespeare Festival to experience first-hand the play they starred in, as well as experience the works of Shakespeare that they are currently learning about through the club.

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

Attach a detailed itinerary for each day: See attached itinerary.

Signed X 
Teacher

Approvals:

<u></u>	<u>4/19/17</u>
Principal	Date
<u></u>	<u>5/10/17</u>
Risk Management Dept.	Date
<u></u>	<u>5/11/17</u>
Segment Administrator	Date
<u></u>	<u>5/15/17</u>
Superintendent	Date

Board Approval Date _____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1k

Meeting Date: June 1, 2017

Subject: Approve California Middle School Field Trip to Ashland, Oregon from June 7-9, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Cal Middle School Field Trip to Ashland, Oregon from June 7, 2017 to June 9, 2017

Background/Rationale: On June 7 through June 9, 2017, students from Cal Middle School will travel by bus to Ashland, Oregon to attend a Shakespeare Festival. There will be ten chaperones attending with eighty-nine students.

Financial Considerations: There will be no cost to the district. Expenses will be paid through parent contribution and fundraising.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

<p>Estimated Time of Presentation: N/A</p> <p>Submitted by: Lisa Allen, Deputy Superintendent Mary Hardin Young, Area Assistant Superintendent</p> <p>Approved by: Jose L. Banda, Superintendent</p>

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
(USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
School Name California Middle School Date: April 14, 2017

Teacher's Name Rebecca Long / Juan Valdes Room # 31 34 Telephone # 395-5302
Fax # 264-4477

Field Trip Destination: Shakespeare Theater, Southern Oregon University, Ashland, Oregon

- Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight
 Out-of-State/Country Involving Swimming or Wading Unusual Activities

Route _____

Educational nature of field trip/excursion Shakespeare, Theater and ELA

Depart Date: 6/7/17 Time: 9:45 am am/pm Return Date: 6/9/17 Time 3:00 pm am/pm

- TRANSPORTATION will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source Parent donation Financial Assistance Available? yes no

Number of students participating: ~~88~~ 89

Adult Supervisors/ Drivers:	DRIVER		DRIVER
1) <u>Steve Lerch / Robert Espinosa</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	2) <u>Mary Smith / Michelle Scarbern</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
3) <u>Otis Cross / Judith Doherty</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	4) <u>Kristen Roller / Kellie Urkov</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

Teachers and Staff Attending:

1) <u>Rebecca Long</u>	<input type="checkbox"/> yes <input type="checkbox"/> no	2) <u>Juan Valdes</u>	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no
3) _____	<input type="checkbox"/> yes <input type="checkbox"/> no	4) _____	<input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval [Signature] Date 4/25/17

Risk Management Approval (Unusual Activities) [Signature] Date 5/10/17

Segment Administrator Approval [Signature] Date 5/15/17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

- Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
- Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
- Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. **Must purchase Special Event Liability Insurance.**
- Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management **SIX (6) WEEKS** prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
 TRAVEL REQUEST**

School Name California Middle School Date February 1, 2017
 Teacher's Name Long / Valdes Room # 31 / 34 Telephone # 916-395-5300

Field Trip Destination Ashland, Oregon

Reason for travel Shakespeare Outdoor Plays

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling, rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of contract or waiver for review before signing. Risk management approval required.

Attach a detailed itinerary for each day: _____

Signed *Rebecca Long*
 Teacher

Approvals:

[Signature] 4/25/17
 Principal Date

[Signature] 5/10/17
 Risk Management Dept. Date

[Signature] 5/15/17
 Segment Administrator Date

[Signature] 5/15/17
 Superintendent Date

 Board Approval Date

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input checked="" type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
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School/Department California Middle Date April 14, 2017

Date(s) of Event June 7, 8, 9, 2017 Location Ashland, Oregon

Event Title (attach brochure) Oregon Shakespeare Festival / Workshop

Purpose* Attend plays at Shakespeare Festival and Educational Programs and workshops at Southern Oregon University

*(what value does this activity give students, attendees, staff, department/site or community?)
 How does this travel align with the District's strategic plan? Acclaimed Literature Studies

How will this activity/event be used and shared?
 Name of Attendee(s) (attach sheet for additional attendees)

Name of Attendee(s)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
Rebecca Long	Teacher	Yes <input checked="" type="checkbox"/>	3	01-0000-0-1102-15-1110-1000-000-0415-000
Juan Valdes	Teacher	Yes <input checked="" type="checkbox"/>	3	01-0000-0-1102-15-1110-1000-000-0415-000
		No <input type="checkbox"/>		
		No <input type="checkbox"/>		
		No <input type="checkbox"/>		

Additional Attendees Attached

****IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770**

Approvals:

	<u>4/25/17</u> Date
Principal/Department Head Signature & Print Name _____	<u>5/5/17</u> Date
	<u>5/12/17</u> Date
Cabinet Level or Designee Signature _____	<u>5/15/17</u> Date
	<u>5/15/17</u> Date
Chief Business Officer Signature _____	<u>5/15/17</u> Date
	<u>5/15/17</u> Date
Superintendent or Designee Signature _____	<u>5/15/17</u> Date

District cost for all attendees (estimate)

Registration Fee ***

Meals included? B L D

Lodging _____

Transportation _____

Meals _____

Other _____

TOTAL

Categorical Budget Code(s): _____ \$ _____

General Fund/Unrestricted _____ \$ _____

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

	Requisition #	Dollar Amount
Registration Fee	_____	_____
Hotel	_____	_____
Airfare ****	_____	_____
Car Rental ****	_____	_____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.11

Meeting Date: June 1, 2017

Subject: Approve Luther Burbank High School Field Trip to London, United Kingdom from August 5-12, 2017

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

Division: Deputy Superintendent

Recommendation: Approve Luther Burbank High School Field Trip to London, United Kingdom from August 5, 2017 to August 12, 2017

Background/Rationale: On August 5 through August 12, 2017, students from Luther Burbank High School will travel by plane to London, United Kingdom to attend the IB World Student Conference at King's College, London. There will be one chaperone attending with four students.

Financial Considerations: There will be no cost to the district. Expenses will be paid through parent contribution and fundraising.

LCAP Goal(s): College and Career Ready Students

Documents Attached:

1. Out of State Field Trip Documents

<p>Estimated Time of Presentation: N/A</p> <p>Submitted by: Lisa Allen, Deputy Superintendent Mary Hardin Young, Area Assistant Superintendent</p> <p>Approved by: Jose L. Banda, Superintendent</p>

Sacramento City Unified School District
FIELD TRIP REQUEST FORM
(USE A SEPARATE FORM FOR EACH TRIP)

Parent Permission Form required for each student field trip, See reference distribution section for details concerning each type of trip.
School Name Luther Burbank High School Date 02/14/2017

Teacher's Name Katherine Bell Room # J3 Telephone # 433-5100
Fax # 433-5199

Field Trip Destination IB WSC, King's College, London, United Kingdom

Local (50 mile radius) Out-of-Town (Beyond 50 mile radius) Overnight
 Out-of-State/Country Involving Swimming or Wading Unusual Activities

Route Commercial Airline from Sacramento

Educational nature of field trip/excursion Students will be attending the IB World Student Conference at King's College, London.

Depart Date 08/05/17 Time 11:30 am am/pm Return Date 8/12/17 Time 9:00 pm am/pm

TRANSPORTATION will be provided by: Walking School Bus – Contact Transportation Field Trip Office
 Chartered Bus Company Certified: yes no – Check Risk Management Web Site
 Private Vehicle – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Parent Driver – Must have fingerprint clearance, check with Volunteer Office.
 Faculty Driver – Complete Volunteer Personal Automobile Use Form for each vehicle and driver.
 Public Transportation Train Commercial Airline Other: _____

Funding Source Students Financial Assistance Available? yes no

Number of students participating: 4

Adult Supervisors/ Drivers: DRIVER DRIVER
1) _____ yes no 2) _____ yes no
3) _____ yes no 4) _____ yes no

Teachers and Staff Attending:
1) Katherine Bell yes no 2) _____ yes no
3) _____ yes no 4) _____ yes no

Principal Approval _____ Date 3/27/17

Risk Management Approval (Unusual Activities) [Signature] Date 5/10/17

Segment Administrator Approval [Signature] Date 5-8-17

Distribution: Refer to Field Trip Information Form RSK 106F for the forms and distribution required for each trip:

1. **Local Trip:** (50 mile radius) - Submit to Principal for approval. Maintain all documents at site.
2. **Out-Of-Town:** (beyond 50 mile radius) - Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
3. **Overnight Trip:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip.
4. **Trip Involving Swimming or Wading:** Submit to Principal for approval then forward to Segment Administrator 10 days prior to trip
5. **Trip Involving Unusual Activities (Water sports or high risk activities such as rafting, snorkeling, rock climbing, skiing, etc.)** - Submit to Principal for approval then forward to Segment Administrator and Risk Management 6 weeks prior to trip. Must purchase Special Event Liability Insurance.
6. **Out-of-State/Country:** Submit to Principal for approval then forward to Segment Administrator and Risk Management SIX (6) WEEKS prior to trip. Must have Superintendent and Board approval prior to trip. Segment Administrator will submit for Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board.

Maintain a copy of all forms at site for 2 years. Approved forms will be returned by Segment Administrator

TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

Request to Attend: <input checked="" type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	Purpose for Attending: <input checked="" type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	Instructions: This form must be completed and received in Accounts Payable at least 30 days prior to the proposed trip- 60 days if out-of-state. REQ # _____
---	--	--

School/Department Luther Burbank High School Date 02/14/2017

Date(s) of Event 06/06/2017 - 08/12/2017 Location King's College London, London, United Kingdom

Event Title (attach brochure) International Baccalaureate World Student Conference

Purpose* Chaperoning 4 IB Diploma candidates from LBHS so they can attend the IBWSC at King's College London; students will meet with other IB students to develop collaborative projects focusing on the conference theme of "Well-being in a healthy world". Students will engage with university faculty and guest speakers to explore this theme; students will develop global action projects to be shared with IB students at LBHS.
 *(what value does this activity give students, attendees, staff, department/site or community?)
AP/IB; college-going culture

How does this travel align with the District's strategic plan? Students will share what they have learned and created with peers; implementation of projects at LBHS

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
Katherine Bell	IB Program Coordinator/Teacher	No		
		No		

Additional Attendees Attached

****IF A SUBSTITUTE IS NEEDED, SEND A COPY OF THIS FORM TO PERSONNEL, BOX 770**

Approvals:

Principal/Department Head Signature & Print Name	Date
	<u>3/28/17</u>
Cabinet Level or Designee Signature	Date
	<u>5/8/17</u>
Chief Business Officer Signature	Date
	<u>5/15/17</u>
Superintendent or Designee Signature	Date

District cost for all attendees (estimate)

Registration Fee ***	0.00
Meals included? <input type="checkbox"/>	
B <input type="checkbox"/> L <input type="checkbox"/> D <input type="checkbox"/>	
Lodging	
Transportation	
Meals	
Other	
TOTAL	

Categorical Budget Code(s): _____ \$ _____
 General Fund/Unrestricted _____ \$ _____

***If any meals are included in the cost of registration, how many of each: Breakfast _____ Lunch _____ Dinner _____

Prepayment Requested: All checks will be sent to the site/department unless prior arrangements have been made (with AP) to pick up check

Requisition #	Dollar Amount
Registration Fee	_____
Hotel	_____
Airfare ****	_____
Car Rental ****	_____

**** If airfare or car rental is requested, send a copy of this form to Purchasing, Box 830

Sacramento City Unified School District
**OUT-OF-STATE OR OUT-OF-COUNTRY
TRAVEL REQUEST**

School Name Luther Burbank High School Date 02/14/2017
Teacher's Name Katherine Bell Room # J3 Telephone # 433-5100

Field Trip Destination King's College London, London, United Kingdom

Reason for travel To participate in the IB World Student Conference at King's
College London; students will have the opportunity to meet and work with other
IB students; students will develop collaborative projects centered on the
conference theme; they will engage with university faculty and other experts

List unusual activities, water activities or high risk activities (examples: rafting, snorkeling,
rock climbing, skiing, etc.) as a special parent waiver may be required. Submit copy of
contract or waiver for review before signing. Risk management approval required.

None

Attach a detailed itinerary for each day: See attached. We will be departing on
August 5th and returning on August 12th

Signed 
Teacher

Approvals:

 3/28/17
Principal Date

 5/10/17
Risk Management Dept Date

 5-8-17
Segment Administrator Date

 5/15/17
Superintendent Date

Board Approval Date _____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1m

Meeting Date: June 1, 2017

Subject: Approve Minutes of the May 4, 2017 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 May 4, 2017, Board of Education Meeting.

Background/Rationale: None

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Minutes of the May 4, 2017, Board of Education Regular Meeting

Estimated Time of Presentation: N/A

Submitted by: José L. Banda, Superintendent

Approved by: N/A



Putting
Children
First

Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

Board of Education Members

Jay Hansen, President, (Trustee Area 1)
Jessie Ryan, Vice President, (Trustee Area 7)
Darrel Woo, Second Vice President, (Trustee Area 6)
Ellen Cochrane, (Trustee Area 2)
Christina Pritchett, (Trustee Area 3)
Michael Minnick, (Trustee Area 4)
Mai Vang, (Trustee Area 5)
Natalie Rosas, Student Member

Thursday, May 4, 2017

4:30 p.m. Closed Session

6:30 p.m. Open Session

Serna Center

Community Conference Rooms
5735 47th Avenue
Sacramento, CA 95824

MINUTES

2016/17-23

Allotted Time

1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:35 p.m. by President Hansen, and roll was taken.

Members Present:

Vice President Jessie Ryan

2nd VP Darrel Woo

Ellen Cochrane

Michael Minnick

Christina Pritchett

Mai Vang

No members absent. A quorum was reached.

2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN 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 – Anticipated Litigation:

a) Existing litigation pursuant to subdivision (a) of Government Code section 54956.9 (OAH Case Nos. 2016090346, 2016120759, and 2016120761)

b) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9

c) Initiation of litigation pursuant to subdivision (d)(4) of Government Code section 54956.9

3.2 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining CSA, SCTA, SEIU, Teamsters, UPE, Unrepresented Management*

3.3 *Government Code 54957 - Public Employee Appointment
a) Capital City K-12 Independent Study- Principal*

4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Christine Daniels, a Senior from Rosemont High School.

- *Presentation of Certificate by Christina Pritchett*

5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

Jerry Behrens announced with a unanimous 7-0 vote, the Board approved Special Education Settlements OAH Case Nos. 2016090346, 2016120759, and 2016120761.

Superintendent Banda announced with a unanimous 7-0 vote, Board approved Darrell Amerine for the Principal position at Capital City School. Mr. Amerine has been at Capital City School for several years as a teacher, then as interim principal.

6.0 AGENDA ADOPTION

In Recognition of Resolution No. 2941: Children's Mental Health Awareness Day, May 4, 2017. Member Ryan presented Victoria Flores, Director of Student Support and Health Services, with a plaque.

Public Comments:

Angie Sutherland

Renee Webster Hawkins

Grace Trujillo

Motion to adopt agenda Member Ryan

2nd Member Cochrane

Board Unanimous

7.0 SPECIAL PRESENTATION

7.1 *Approve Resolutions and Recognitions of:*

a) *Resolution No. 2939: In Recognition of California Day of the Teacher, May 10, 2017*

Member Pritchett presented. Nikki Milevsky, SCTA's President, accepted the plaque in honor of this resolution.

b) *Resolution No. 2940: In Recognition of National School Nurse Day, May 10, 2017*

Member Pritchett presented. Terri Fox, School Nurse, accepted the plaque in honor of this resolution.

7.2 *Approve Resolution No. 2942: In Recognition of Classified School Employees Week, May 21-27, 2017*

Member Woo presented and honored Classified School Employees Karla Faucett, Ian Arnold and Mike Breverly with plaques.

Motion to Approve all three resolutions Member Woo

2nd Member Cochrane

Board Unanimous

(Board Minutes May 4, 2017)

7.3 Special Education Review

Dr. Iris Taylor, Becky Bryant, Julie Wright Halbert, Esq., Legislative Counsel with Council of the Great City Schools, Sue Gamm, Esq., Former Chief Specialized Services Officer with Chicago Public Schools and Benjamin Gurewitz, Student from UC Davis, gave a presentation.

Public Comment:

*Renee Webster Hawkins
Angie Sutherland
Grace Trujillo
Jessica Tavera-Vellines
Kathy Galvan
Benita Ayala
Hector Carmona
Darlene Anderson
Angel Garcia
Nikki Milevsky
Claude Joseph*

Board Comment:

*Member Minnick thank you for those who put in work and to the speakers. Reminisces of being an aide in Special Day Class.
Member Pritchett thank you Council of Great City Schools. Knows there are issues, work on how to fix. Question about data and years progress.
Julie Wright Halbert addressed Member Pritchett's questions.
Member Vang thank you Julie and team. CAC doing great work, this is unacceptable as a school district. Recommends ad-hoc for Special Ed.
Member Cochrane thank you and we can do better.
President Hansen wants a ballpark dollar amount. Asked Dr. Taylor to come back next meeting with a better picture. Just because needs aren't being met does not mean not in favor.
Student Member Rosas thank you for reminding us top priority.*

8.0 PUBLIC COMMENT

Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

<i>Joseph Calhoun</i>	<i>Janene Griffin</i>	<i>Lisa Romero</i>
<i>Victor Garcia</i>	<i>Suzanne Auchterlonie</i>	<i>Elvia Vasquez</i>
<i>Guadalupe Garcia</i>	<i>Susan Sivils</i>	<i>Darlene Anderson</i>
<i>Erica Johnson</i>	<i>Laurisa Elhai</i>	<i>Grace Trujillo</i>
<i>Amaya Weiss</i>	<i>Tawney Lambert</i>	<i>Charles Cooper</i>
<i>Amber Carter</i>	<i>Nho Le Hinds</i>	<i>Ryan Peterson</i>
<i>Arianne Covington</i>	<i>Fumi Tamahana</i>	
<i>Ann Dunfee</i>	<i>Sarah Smoot</i>	
<i>Victoria Arias</i>	<i>Terri Fox</i>	
<i>Angelina Torres</i>	<i>Paula Kuhlman</i>	
<i>Erin Ryan</i>	<i>Claude Joseph</i>	
<i>Leesai Yang</i>	<i>Jason Weiner</i>	

9.0 CONSENT AGENDA

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.

President Hansen announced moving Item 11.1 before Item 10.0 Communications section.

Motion to Approve Member Woo

2nd Member Ryan

Board Unanimous

9.1 Items Subject or Not Subject to Closed Session:

- 9.1a 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 (Gerardo Castillo, CPA)*
- 9.1b Approve Personnel Transaction 5/4/2017 (Cancy McArn)*
- 9.1c Approve Sutter Middle School Field Trip to Boston, MA May 14-19, 2017 (Lisa Allen and Olga Simms)*
- 9.1d Approve Minutes of the April 6, 2017 and April 20, 2017, Board of Education Meetings (José L. Banda)*
- 9.1e Approve Resolution No. 2943: Resolution Regarding Board Stipends (Jay Hansen)*
- 9.1f Approve Resolution No. 2938: Agreement with Sacramento Housing Redevelopment Authority (SHRA) for Improvements at Susan B. Anthony Playground (Cathy Allen)*
- 9.1g Approve Resolution No. 2945: Delegating Duty to Accept Bids and Award Construction Contracts (Cathy Allen)*

10.0 COMMUNICATIONS

Moved to last Item of the night.

10.1 Employee Organization Reports:

- CSA*
- SCTA –Nikki Milevsky*
- SEIU*
- Teamsters*
- UPE*

10.2 District Parent Advisory Committees:

- Community Advisory Committee – Renee Webster-Hawkins*
- District English Learner Advisory Committee*
- Gifted and Talented Education Advisory Committee*
- Indian Education Parent Committee*
- Local Control Accountability Plan/Parent Advisory Committee*

10.3 Superintendent's Report (José L. Banda)

10.4 President's Report (Jay Hansen)

10.5 Student Member Report (Natalie Rosas)

10.6 Information Sharing By Board Members

Member Pritchett a couple of weeks ago attended PTHV National Board Meeting in Washington D.C. Also gave each Member a flyer next national gather 10/26-28 challenge each colleague for teacher sponsorship to flood conference with our own people.

10.7 Board Committee Reports

- Board Facilities Committee – next meeting discuss sports facilities needs and assessments for 5 comprehensive high schools.
- Board Budget Committee
- Board Academic Committee meeting on 6/5 at Serna Center.
- Board Governance & Policy Committee

11.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES

11.1 Approve Superintendent Contract for Jorge A. Aguilar (Jay Hansen)

Item was moved after 8.0 Public Comment.

President Hansen introduced new Superintendent Jorge A. Aguilar. Mr. Aguilar spoke. Member vote was held, Board Unanimous.

Public Comment:

Carl Pinkston	Liz Guillen	Angie Sutherland
Leesai Yang	Arturo Aleman	Malissia Bordeaux
Pablo Rodriguez	Phoua Lee	Cha Vang
Adolfo Mercado	Patti McGee-Colsten	Derrell Roberts
Penny Edgert	Rachel Rios	Laura Metune
Brian Rivas	Elizabeth Villanueva	Gustavo Arroyo
Marisol Avina	Luis Perales	

Board Comment:

Member Pritchett thank you to everyone who came out to support. Its clear Jorge made a huge impact in Fresno, fully supports new Superintendent.

Student Member Rosas Mr. Aguilar has complete support.

Member Minnick blown away and impressed.

Member Cochrane voted no, glad she lost. Welcome Jorge and family.

Member Vang super excited. A lot of work ahead for Jorge, very excited to be working with him.

Member Woo believes Jorge will take us to the next level.

Member Ryan proud and honored to welcome Jorge to SCUSD.

President Hansen, we've come a long way in the last several months. Inspired by Jorge's successful partnerships.

Motion to Approve Member Ryan

2nd Member Vang

Board Unanimous

11.2 Approve Resolution No. 2947 or 2930: Renewal Charter Petition for Sacramento New Technology High School (Jack Kraemer and Kenneth Durham) (Item moved to 11.3)

Jack Kraemer, Kenneth Durham and Ed Sklar, Attorney from Lozano Smith presented. Kenneth said if approved for renewal, school will do a redesign and come back in 6 months with a full report.

Public Comment:

Howard Mahoney
Robin Foemmel Bie
Ginger Hilton
Amanda Wynn
Angela Garvie
Candace Lawson
Laura Kerr
Marie Torres

Board Comment:

Member Ryan parent's passion for preserving program is compelling.
Member Pritchett more comfortable with a conditional renewal. Coming back in a year for a review.
Member Woo lead to believe we could not condition this charter renewal however if after a year unsatisfied with progress Board can decide to revoke renewal.
Member Cochrane here about a month ago, does not see community mobilization or an increase in enrollment. What is the cost of keeping New Tech open?
Jack Kraemer annual basis about \$2 million.
Member Cochrane, you're asking us to keep a declining specialized school that is costing us \$2 million dollars, open when the mayor is asking us for \$400,000 and after school programs are begging for their lives to save their programs. Just can't see voting yes on this.
Member Minnick appreciates the school and a fan of these different options for kids. Is also concerned about budget but has seen how a redesign can do amazing things for a school and the community. Supports idea of moving forward.
Member Pritchett asks that if we pass this, come back yearly to show where school has grown.
Member Cochrane asked Deputy Superintendent Lisa Allen to talk about design team process.
Lisa Allen it shouldn't be something that lasts 2-3 years, it is a 4-5 month process where you pull in all the stakeholders. You do research, talk, and sometimes go on field trips. Bring everything back to the design team for discussion. Six months is good range to come up with something fantastic.

Motion to Approve Resolution #2947 to Approve Renewal of Charter Member Woo

2nd Member Ryan

Board Voted 6-1 with Member Cochrane Opposed.

12:46 a.m. President Hansen moved to adjourn the meeting at 1:30 a.m.

Board Unanimous

11.3 First Draft Local Control Accountability Plan 2017-2020 (Elliot Lopez, Cathy Morrison and Sara Pietrowski)

Item was moved to 11.4.

Elliot Lopez, Cathy Morrison, Sara Pietrowski, and Toni Tinker presented.

Public Comment:

None

Board Comment:

Member Minnick appreciates this, very concise and easy to understand. One request, wants us to be cognizant in our structure. Propose we create an ad-hoc committee to look at structure.

Superintendent Banda wants to acknowledge work from the group.

Member Ryan thank you Toni.

President Hansen how do we put the dollar amounts to our priorities?

Toni Tinker, as we work together we wanted to utilize things already in place. Parents are starting to engage we are just not giving them enough information.

President Hansen how are we going to line up priorities of the community.

Elliot Lopez in the process we are starting with a draft and collecting input. Working with colleagues to help establish priorities to work into plan.

11.4 Expanded Learning Programs: Funding Update (Stacey Ault Bell)(Item moved to 11.2)

Stacey led with Manpreet Kaur and Marcus Strother. Presented a PowerPoint and stressed the impact these programs have on the community. Did not receive Grants for 2017-18 school year.

Public Comment:

Sheyenne Camargo

Jenna Lynn Mollan

Charles Cooper

Crandal Rankins

Jackie Rose

Raymond White

Morgan Shipley

Marissa Maldonado

Shanine Cole

Brit Irby

Keya Bell

Keith Herron

Mercedes Torres

Christopher Torres

Enoch Yang

Kathy Yang

Michael Herrera

Gionovan Bean

Michele Nunes

Geraldine Castaneda

Antony Demidenko

Emily Belko

Maria Jose Solares-Luna

Alexa Ybarra

Rian Carroll

Chandler Cooper

Bryan Stroh

Lorena Garay

Jaqueline Martinez

Omar Hashemyan

Kimberly Key

Samir Qayoumi

Azucena Barrera

Damian Harmony

Jackie Crittendon

Ken Crittendon

Linda Lee Smith

Jocelyn Stewart

Derrell Roberts

Ryan Peterson

Nathan Houston

Mandy Irvin

Gio Lombardi

Board Comment:

Member Vang, thank you and shot out to Stacey Bell and staff.

Member Minnick, cannot rely on grants to keep programs running.

Student Member Rosas, this subject is close to home, she attended after school programs and they helped her to become the person she is.

Member Pritchett it's our duty to make sure kids are safe until they go home. Maybe have enrollment fees to help supplement the cost of afterschool programs.

Member Cochrane supports the programs.

Member Ryan thank you, this is a modest investment for a great gain.

Member Woo, there will be a budget meeting on 5/10/17 please share ideas.

President Hansen wants to know why we are losing funding.

Stacy Bell replied CDE scored grants in two levels first level is grant narrative, pass or fail. If acceptable moved on to next level. There was a list of priorities that gave points. District got 4-5 points. State started at top and started funding free and reduced programs until they ran out of money. They ran out of money at 95% for free/reduced. Leataata Floyd is at 98% and is the only school that was funded. CDE is discussing a more equitable way to distribute funds for upcoming years so we will not be competing with larger districts.

*11.5 Career Technical Education Incentive Grant (CTEIG) Plan for Capital Improvement Projects
(Dr. Iris Taylor and Joe Stymeist)*

Dr. Iris Taylor and Joe Stymeist presented. With this grant the district has already received \$2.7 million. Will get \$2.1 million in July 2017 and \$1.1 million and maybe more in the third term. Money coming in but it has to be spent on specific things.

Public Comment:

None

Board Comment:

None

12.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS

President Hansen made an announcement:

Pursuant to Resolution No. 2931: Authorizing the Issuance and Negotiated Sale of Sacramento City Unified School District 2017 General Obligation Bonds (Measures Q and R) which was presented at the April 6, 2017 Board Meeting, underwriter selected for the bonds is City Group Global Markets, Inc.

12.1 Business and Financial Information:

- *Enrollment and Attendance Report for Month 7 Ending March 24, 2017*

13.0 FUTURE BOARD MEETING DATES / LOCATIONS

- ✓ *June 1, 2017, 4:30 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting*
- ✓ *June 15, 2017, 4:30 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting*
- ✓ *June 28, 2017, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Special Budget Workshop Meeting*

14.0 ADJOURNMENT

President Hansen asked for a motion to adjourn the meeting; a motion was made by Member Vang and seconded by Member Pritchett. The motion was passed unanimously, and the meeting adjourned back into closed session at 1:35 a.m.

José L. Banda, 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 are available for public inspection at 5735 47th Avenue at the Front Desk Counter and on the District's website at www.scusd.edu



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1n

Meeting Date: June 1, 2017

Subject: Approve 2017-18 Board of Education Meeting Calendar

- 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 2017-18 Board of Education Meeting Calendar

Background/Rationale: None

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. 2017-18 Board of Education Meeting Calendar

Estimated Time of Presentation: N/A

Submitted by: José L. Banda, Superintendent

Approved by: N/A

**Sacramento City Unified School District
Board of Education Meeting Calendar
2017-2018 School Year**

The Board of Education usually meets on the 1st and 3rd Thursdays of the month with Special Meetings called as needed. Meetings are held in the Serna Center Community Room at 5735 47th Avenue.

There are no Board Meetings in July and only one meeting in December 2017 and January 2018.

<p style="text-align: center;"><i>August 3, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>August 17, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>September 7, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>September 21, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>
<p style="text-align: center;"><i>October 5, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>October 19, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>November 2, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>November 16, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>
<p style="text-align: center;"><i>*December 7, 2017</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session Annual Meeting</i></p>	<p style="text-align: center;"><i>January 18, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>February 1, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>February 15, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>
<p style="text-align: center;"><i>March 1, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>March 15, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>April 5, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>April 19, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>
<p style="text-align: center;"><i>May 3, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>May 17, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>June 7, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>	<p style="text-align: center;"><i>June 21, 2018</i></p> <p style="text-align: center;"><i>4:30 Closed Session 6:30 Open Session</i></p>



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1o

Meeting Date: June 1, 2017

Subject: Approve Resolution No. 2948: Certification of Unhoused Pupils Served by a Charter School Facility Program Project

- 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 # 2948

Background/Rationale: St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy have made application to the Office of Public School Construction (OPSC) for modernization and new construction project funding under Proposition 1D. For OPSC to consider the charter school application complete, Sacramento City Unified School District must certify to the number of the District’s unhoused students that the proposed project will serve. The certification must go before the school board as an action item at a regularly scheduled, publicly held meeting. The minutes from the meeting and the methodology used to determine the number of unhoused students certified must then be submitted to the Charter Schools and to OPSC.

Financial Considerations: N/A

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

Documents Attached:

1. Resolution No. 2948

Estimated Time of Presentation: N/A

Submitted by: José L. Banda, Superintendent
Cathy Allen, Chief Operations Officer
Facilities Support Services

Approved by: José L. Banda, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

Resolution No. 2948

Certification of the Number of Unhoused Pupils to be Housed by St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy under the State School Facility Program.

WHEREAS, St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy are applying on their own behalf to the State Allocation Board/Office of Public School Construction for funding under the Charter School Facilities Program pursuant to Article 12, Chapter 12.5, Part 10, Division 1, commencing with Section 17078.52, et. seq. of the Education Code, and

WHEREAS, at least 30 days prior to the submission of the application for funding under Education Code 17078.52, et. seq., by St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy have provided a letter of intent to file modernization and new construction applications to the Superintendent of the District pursuant to Education Code 17078.53; and

WHEREAS, Education Code Section 17078.53(d)(2) requires the governing board of the district where the proposed charter school will be located to certify to the number of unhoused students that will be served by the proposed charter school at a publicly held Board meeting; and

WHEREAS, the District reserves its right to continue to assess the fiscal soundness and the loan amounts from the State for the respective charter schools. Based on these and other factors, the District reserves its right to determine whether it will continue to participate in the Charter School Facilities Program.

WHEREAS, the District has completed the required documents to update its new construction eligibility baseline for the 2016/2017 school year under the School Facilities Program pursuant to Article 3, Chapter 12.5, Part 10, Division 1, commencing with Section 17070.10, et. seq., of the Education Code; and

WHEREAS, the District has unhoused pupil eligibility, generated primarily from the Downtown Railyards and Delta Shores projects, according to the State formula for the determination of District unhoused pupils; and

WHEREAS, the District has determined that St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy will serve zero unhoused pupils calculated as shown on the Attachment; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Sacramento City Unified School District hereby certifies that there will be zero unhoused in-District students that will be housed by the St. HOPE, California Montessori Project, Capitol Collegiate Academy and Aspire Capitol Heights Academy projects.

PASSED AND ADOPTED, by the Governing Board of the Sacramento City Unified School District at a meeting held this 1st day of June, 2017, at Sacramento, California, by the following vote:

Ayes: _____
Noes: _____
Abstentions: _____
Absences: _____

I, Darrel Woo, 2nd Vice President of the Governing Board of the Sacramento City Unified School District in Sacramento County, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the Board at a meeting thereof held at its regular place of meeting on, and by the vote above stated, which resolution is on file in the office of said Board.

2nd Vice President, Board of Education

ATTACHMENT

As indicated in the resolution, the above-referenced charters are all independently applying to the State Allocation Board and Office of Public School Construction under the Charter School Facilities Program (CSFP) for the construction of new classrooms, as follows:

Charter School	Number of New Classrooms to be Constructed
St. HOPE PS7 Elementary (K-5 portion)	15
California Montessori Project (K-8)	N/A
Capitol Collegiate Academy (K-5)	9
Aspire Capitol Heights Academy (K-5)	16 to 17

Under the provisions of CSFP Regulation Sections 1859.162.1 and 1859.162.2, the Sacramento City Unified School District must indicate the number of “unhoused pupils” the charter projects will serve including supporting documentation at how this number was derived.

In order to determine the number of “unhoused pupils” under the School Facilities Program, a district must demonstrate, by K to 6, 7 to 8, 9 to 12 grade levels, and non-severe and severe special day class categories, that existing seating capacity within the district is insufficient to house the pupils existing and anticipated in the district using a five or ten-year projection of enrollment. Five-year projections of enrollment can also be augmented by tentative and final tract maps (housing developments or “units”) that have been approved by the local jurisdiction. If the number of pupils anticipated in the future exceeds the existing seating capacity, there are “unhoused pupils,” meaning that eligibility for construction funding exists.

Based on current 2016/2017 year enrollment data, historical enrollment trends, and considering various options on the use of approved housing developments within the District’s boundaries, the district-wide eligibility or “unhoused pupils”^[1] is as follows:

Baseline Eligibility or Unhoused Pupils \ Grade Level	K to 6	7 to 8	9 to 12	Non-Severe	Severe
With All Developments Included in Calculations	5,330	310	760	73	532
Without Delta Shores and Railyard Developments Included	884	(898)	(1,382)	73	532
Without Any Developments Included	(574)	(1,362)	(2,027)	73	532

There are over 15,000 housing units approved within the District’s boundaries of which the Delta Shores and The Railyard developments represent over 11,200 of the total units. It will be a necessity for the District to construct elementary schools in each of those developments, therefore, for purposes of determining if any of the charter projects will result in the housing of “unhoused” pupils, those developments have been removed from the analysis. In addition, most of the remaining approved developments are within the downtown and midtown corridors which will likely drive the need for classrooms at the District’s existing schools. The resulting “unhoused” pupil eligibility after those developments are taken out of the equation then is that the District has zero (0) unhoused elementary, middle and high school pupils, and only 73 non-severe and 532 severe special education pupils.

Given that the charter schools are not located within the areas of development, the District therefore believes the all of the charter school projects will house zero “unhoused pupils”.

^[1] Note that the 10-year projection results in less unhoused pupils than the five-year projections, so that methodology is left out of this discussion.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1p

Meeting Date: June 1, 2017

Subject: Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for St. HOPE Public Schools: Sacramento Charter High School

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

Division: Deputy Superintendent's Office

Recommendation: Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding between Sacramento City Unified School District and St. HOPE Public Schools: Sacramento Charter High School.

Background/Rationale: The District approved the renewal of the charter for Sacramento Charter High School for a term of five years effective July 1, 2017 to June 30, 2022. By approving the renewal of the charter, the District assumed certain oversight responsibilities of the Charter School pursuant to the California Charter Schools Act (Cal. Ed. Code, § 47600 et seq.). To clarify the roles and responsibilities of the parties, the District enters into an Operational MOU and Special Education MOU with each charter school. The Operational MOU outlines responsibilities and expectations between the District and the Charter School regarding the oversight fee paid by the Charter School to the District, the parties' respective fiscal and administrative responsibilities, their legal relationship, and other matters of mutual interest not explicitly addressed or resolved in the terms of the Charter School's charter. The Special Education MOU sets forth the responsibilities of the parties with respect to the delivery and financing of special education services to students enrolled in the Charter School.

Financial Considerations: The financial considerations are outlined within the Operational Memorandum of Understanding and Special Education Memorandum of Understanding.

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Operational Memorandum of Understanding between Sacramento City Unified School District and Sacramento Charter High School
2. Special Education Memorandum of Understanding between Sacramento City Unified School District and Sacramento Charter High School

Estimated Time of Presentation: N/A

Submitted by: Lisa Allen, Deputy Superintendent

Jack L. Kraemer, Innovative Schools and Charter
Oversight, Director

Approved by: Lisa Allen, Deputy Superintendent

**OPERATIONAL MEMORANDUM OF UNDERSTANDING BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
ST. HOPE PUBLIC SCHOOLS: SACRAMENTO CHARTER HIGH SCHOOL**

This Operational Memorandum of Understanding (“Agreement”) is entered into as of June 1, 2017, by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and St. HOPE Public Schools (“Non-Profit”), a California non-profit public benefit corporation, operating Sacramento Charter High School (“Charter School”), a public charter school chartered by the District. The District, the Non-Profit and the Charter School are collectively referred to as the “Parties.” This Agreement shall be enforceable only following execution by both Parties and ratification or approval by the governing boards of each of the Parties.

RECITALS:

- A. The District is the granting agency of the Charter School. The District granted the Charter School’s renewal charter on December 8, 2016, for a term of five years, beginning on July 1, 2017 and expiring June 30, 2022. The Charter School is operated by the Non-Profit.
- B. By approving the renewal charter petition, the District assumed certain oversight responsibilities of the Charter School pursuant to the California’s Charter Schools Act (Cal. Ed. Code, § 47600 *et seq.*). This Agreement is intended to outline the Parties’ agreements governing their respective fiscal and administrative responsibilities, their legal relationship, and other matters of mutual interest not otherwise addressed or resolved in the terms of the Charter School’s charter.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein set forth, the Non-Profit and the District do hereby agree as follows:

- 1. Use of Terms.** Unless otherwise stated, for the purposes of this Agreement, the terms Charter School and Non-Profit may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.
- 2. Term and Renewal.** This Agreement shall commence on the date upon which it is executed by both Parties, but shall not be effective absent ratification or approval by the governing boards of each of the Parties. The Agreement shall cover the remaining term of the charter, expiring on June 30, 2022. If the Charter School’s charter is revoked or the Charter School ceases operations prior to the expiration of the term of the Agreement, the Agreement shall immediately terminate. The Agreement is also subject to termination in accordance with the processes as set forth in this Agreement or as otherwise permitted by law. Renewal or extension of the charter and this Agreement shall be based, in part, on compliance with the terms set forth in this Agreement, District policy, and applicable law.
- 3. Designation of School.** The Charter School shall be known as Sacramento Charter High

School. The Charter School may not change its name, nor operate under any other name, without the prior express written approval of the District. The Non-Profit shall be responsible for all functions of the Charter School pursuant to the terms and conditions set forth in this Agreement and its charter. The Charter School shall not be located at more than one school site without the prior express written approval of the District. The Charter School shall not change locations without the prior express written approval of the District. Any change of location shall be considered a material revision of the charter petition under Education Code sections 47605 and 47607 and shall not be denied unless there are sufficient findings per these statutes.

4. School Accountability.

(a) Annual LCAP. The Charter School shall comply with Education Code section 47606.5, as that statute may be amended from time to time, as well as its implementing regulations, if any. The Charter School's Local Control and Accountability Plan ("LCAP"), and annual updates thereto as required by law, shall be annually provided to the District by July 1, unless a different date is established by law. The Charter School will utilize the State Board of Education's template to submit its LCAP pursuant to this section. To the extent practicable, the Charter School shall report LCAP data in a manner consistent with how information is reported on a school accountability report card.

(b) Performance Report. The Charter School will provide an Annual Performance Report to the District upon the terms and deadlines specified in Appendix A (Annual Performance Report). Appendix A is incorporated to this Agreement by reference. From time to time, and as may be necessary in the District's sole discretion, the District reserves the right to revise the content requested in, and format of, the Annual Performance Report. The District will provide the Charter School with notice at least thirty (30) days prior to the implementation of changes to the Annual Performance Report.

(c) Corrective Action. The Charter School must comply with the terms and conditions specified in the Corrective Action Plan, attached to this Agreement as Appendix B and incorporated to this Agreement by reference.

5. Funding.

(a) Basic Funding. The Charter School shall receive its funding in accordance with applicable law. Should anything in this MOU require revision based upon changes in law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure consistency with the law. Any future revision of the Charter Schools Act to revise the manner in which charter schools are funded shall not be interpreted to prevent the Charter School's direct receipt of full funding in accordance with applicable law.

The Charter School is eligible for a general-purpose entitlement allocated through the Local Control Funding Formula ("LCFF") under Education Code sections 42388 *et seq.* Except as otherwise noted in this Agreement, it shall be the responsibility of the Charter School to apply for funding due to the Charter School under LCFF.

The Charter School has elected to receive funding from the State directly, pursuant to Education Code section 47651. The District shall comply with Education Code section 47635 in providing the Charter School with its share of local funding. However, the Parties understand that in the event that such funds are not timely received by the District due to processing delays at either the state or county level, such funds shall be provided to the Charter School as soon as practicable after such funds are made available to the District. The District recognizes the authority of the Charter School to pursue additional sources of funding. Any application for funding by the Charter School that depends on the support or creditworthiness of the District shall be presented to the District for its prior written approval.

(b) District Applications for Funding. When the District applies for additional sources of funding in the form of grants and/or categorical funding at the request of and for the benefit of the Charter School, the District will receive one percent (1%) of such funds at the time they are paid to the Charter School. Such funds shall not be considered revenue for purposes of the District's oversight fee set forth in section 8(b).

(c) Expenditure of Funds. The Charter School agrees to comply with all regulations related to expenditures and receipt of its funds (including compliance with federal and state compliance regulations and certifications). Without limitation to the foregoing, the Charter School agrees that all revenue received from the District and the State shall only be used as outlined herein and in the charter for the provision of educational services for school age children enrolled in and attending the Charter School and shall not be used for purposes other than those set forth in the Charter School's charter and any authorized amendments. The Charter School will provide the District with written monthly notice when the Charter School withdraws funds deposited by the Sacramento County Superintendent of Schools in the Sacramento County Treasury for the account of the Charter School and re-deposits those funds in a financial institution selected by the Charter School. Such notice is provided when the Charter School provides the District with monthly bank statements from the banks where all the Charter School's accounts are held. Within fifteen calendar days of opening an account at a bank or other financial institution, the Charter School will provide written notice to the District of the commencement of that account, the type of account, the financial institution or bank and any identifying account numbers.

(d) Compliance with Procedures. To the extent that the Charter School is required to submit records or information to the District or the County Office of Education in order to confirm funding, including but not limited any audit requirements under LCFF, those records must be prepared by the Charter School in compliance with applicable laws.

6. Legal Relationship. Pursuant to its charter and Education Code section 47604, the Charter School is operated by the Non-Profit. The Charter School and the Non-Profit are separate legal entities from the District. As such, the District shall not be liable for the debts or obligations of the Charter School or the Non-Profit to the maximum extent permitted by applicable law. It is agreed that it is the Parties' intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with the Charter School. The Charter School may not enter into a contract or agreement to be managed or operated by any other non-profit public benefit corporation (or any other corporation or entity)

without the express written prior approval of the District. The obligations of the Charter School under such agreement or contract are solely the responsibility of the Charter School and are not the responsibility of the District.

7. Complaints. The Charter School shall inform the District of any complaints submitted or filed against it, including complaints filed with any governmental entity other than the District, which the District is obligated to respond to using its own complaint resolution processes, or under any state or federal law, including but not limited to complaint submitted pursuant to uniform complaint procedures. Copies of such complaints must be provided to the District within three (3) working days of receipt by the Charter School. If any such complaint raises an issue or issues that may be grounds for revocation or non-renewal of the charter, the District may request that the Charter School report to the District on how such complaints are being addressed, and the Charter School agrees to provide such information upon the District's request. The Charter School shall make such information available to the District for inspection and copying upon request during regular business hours or, upon request, the Charter School shall deliver to the District within ten (10) business days a current copy of any requested records or information. Under all circumstances, the Charter School will cooperate fully in the release of information to the District to assist in the District's oversight obligations.

8. Fiscal Relationship.

(a) Administrative Services. The District's Fee Schedule for Services to the Charter Schools ("Fee Schedule") for the 2017-18 school year is attached hereto as Appendix C, and incorporated to this Agreement by reference. The Charter School may purchase any of the "Optional Administrative Services" designated by the District. If the Charter School elects to purchase such services, the District's agreement to provide those services shall be reduced to writing and signed by the Parties in a separate agreement. The District reserves the right to annually revise the Fee Schedule to reflect the District's then-calculated rates, and the rates stated by each such revision shall apply to services the Charter School is purchasing from the District. If the Charter School contracts for services that require the District to provide labor beyond the current work and vacation calendars of District employees, then the Charter School shall pay the actual cost of these services.

(b) Oversight Fee. The Parties agree that the District will incur costs in connection with its performance of supervisory oversight of the Charter School as required by law, and that it is not in the best interests of either Party to require a mechanical assessment, accounting, billing and payment process to compensate the District for such costs. The Parties further agree that the District is not providing the Charter School with substantially rent-free facilities as referenced by Education Code section 47613(b). Therefore, the Parties agree that the actual cost of the District's supervisory oversight of the Charter School is one percent (1%) of all "Revenue of the Charter School" (excluding grants, loans, and private donations), as defined in Education Code sections 47613, 47632, subd. (a), 42238.02, and 42238.03.

Should anything in this provision require revision based upon a change in the law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure that the fees for oversight are consistent with the law. The Parties further agree that should the

District be required by law or requested by the Charter School to perform services on behalf of the Charter School outside of its supervisory oversight functions and other than as outlined above regarding administrative services, it will incur additional costs or expenses, which the Charter School agrees are not included within the services under the Oversight Fee. However, no cost will be imposed upon or accrued by the Charter School without prior negotiation and agreement between the Charter School and the District of the terms and cost of said services.

“Supervisory Oversight,” as used in the Education Code section 47613, is defined in Education Code sections 47604.32 and 47604.33 to mean the District’s performance of duties to include the following:

- Identification of at least one (1) staff member as contact person for the Charter School.
- Visiting the Charter School at least annually.
- Ensuring that the Charter School complies with all reports required of charter schools by law, including the annual update required pursuant to Education Code section 47606.5.
- Monitoring the fiscal condition of the Charter School.
- Providing timely notification, in accordance with the law, regarding whether the charter’s renewal is granted or denied, the charter is revoked, or the charter will cease operation for any reason.
- Reviewing annual reports and assessing the fiscal condition of the Charter School pursuant to Education Code section 47604.33.

(c) Payment for Administrative Services, Oversight Fee and Expenses. On a quarterly basis, the District shall provide a written invoice and, as necessary, supporting expense information, to the Charter School detailing the amount due for services performed by the District, the oversight fee due pursuant to section 8(b), and any expenses paid by the District on the Charter School’s behalf, with the exception of special education encroachment fees, if any, which shall be computed and charged in accordance with the Special Education Memorandum Of Understanding between the Parties (Special Education MOU).

Payment on invoices provided to the Charter School pursuant to this section shall be due within thirty (30) calendar days of receipt unless the Charter School has provided written notice to District that it disagrees with invoiced charges. Payments shall be made to the District’s Business Services Department. The Charter School may only withhold payment for services, fees or expenses that it has specifically contested. The Charter School shall make payment by check.

(d) Distribution of Assets Upon Revocation or Closure. Should the Charter School, as an entity separate from the Non-Profit, cease to exist (by revocation or nonrenewal of its charter or by voluntary closure), and upon a final audit and the payment of, or provision for payment of, all debts and liabilities of the Charter School, any public funds held by or for the

Charter School and any assets of the Charter School purchased with public funds shall be distributed in accordance with the terms of the Charter.

9. Fiscal Controls.

(a) Fiscal Policies. The Charter School shall adopt and meet generally accepted accounting principles and shall adopt policies to ensure the Charter School's funds are used to most effectively support the Charter School's mission and to ensure that funds are budgeted, accounted for, expended, and maintained in an appropriate fashion. Such policies will include, but not be limited to the following:

- (1) Expenditures shall be made in accordance with amounts specified in the annual budget or budgetary revisions adopted by the Charter School's governing board;
- (2) The Charter School's funds shall be managed and held in a manner that provides a high degree of protection of the Charter School's assets; and
- (3) All transactions shall be recorded and documented in an appropriate manner that allows reporting to the State, the District, and/or the County Office of Education.

(b) Attendance Accounting. The Charter School shall establish and maintain an appropriate attendance accounting system to record the number of days students are actually in attendance and engaged in activities required of them by the Charter School. The annual audit (see section 9(c) below) will review actual attendance accounting records and practices to ensure compliance. The Charter School's attendance accounting practices will be in conformance with the Charter Schools Act, the California Administrative Code sections defining charter school average daily attendance, and other applicable law.

(c) Annual Financial Audit. The Charter School's governing board will annually appoint an external fiscal auditor, subject to the approval of the District. Said external fiscal auditor must be listed on the State Controller's Office website as approved to conduct such audits. The audit shall include, but not be limited to:

- (1) An audit of the accuracy of the Charter School's financial statements;
- (2) An audit of the Charter School's attendance accounting and revenue claims practices; and
- (3) An audit of the Charter School's internal control practices.

The Charter School shall complete its audit within ninety (90) days of the close of the fiscal year. A copy of the audit report shall be submitted to the District within thirty (30) days of completion, and no later than December 15 of the fiscal year following the fiscal year for which the audit was performed. The Charter School agrees to implement all audit recommendations to the District's satisfaction, unless other terms are agreed to between the District and the Charter School.

(d) Financial Reports. In addition to the foregoing requirements and as specified in Education Code section 47604.33, the Charter School shall annually prepare and submit the

following reports to the District and the County Superintendent of Schools:

- (1) On or before July 1, an adopted budget;
- (2) On or before December 15, a first interim financial report, reflecting changes through October 31;
- (3) On or before March 15, a second interim financial report, reflecting changes through January 31; and
- (4) On or before September 15, a final unaudited report for the full prior fiscal year.

In addition to the reports required by this section, the Charter School must submit all reports indicated in Appendix D (Calendar of Annual Charter Due Dates), incorporated to this Agreement by reference. Failure to submit accurate and complete financial information as required hereby shall be considered grounds for revocation of the charter, subject to reasonable opportunity on the part of the Charter School to amend and rectify findings of the above reports.

(e) Loans. The Charter School agrees that it shall establish a fiscal plan for repayment of any loans received by the Charter School in advance of receipt of such loans. It is agreed that all loans sought by the Charter School shall be authorized in advance by the governing board of the Charter School and shall be the sole responsibility of the Charter School. The District will have no obligation with respect to any loans received by the Charter School to finance its operations, and any such loan shall be the sole responsibility of the Charter School. Upon request, the Charter School will provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3. The Charter School shall notify the District, in writing, no later than thirty (30) days prior to entering into any debt whatsoever.

(f) Advance of Funds. The District may in its sole discretion advance funds to the Charter School. In addition, the District may in its sole discretion provide a line of credit for the Charter School.

(g) Cash Flow and Reserve. The Parties agree that the maintenance of a sufficient level of funding reserve is in the best interest of the Charter School and its successful operation. Accordingly, the Charter School shall maintain reserves of no less than three percent (3%). An explanation of any projected drop in reserves below the three percent (3%) level must be included in the Charter School's assumptions in the adopted budget for the fiscal year.

(h) Third Party Debts and Liabilities. Assets or funds allocated or held by the Charter School for provision of its educational services shall not be used to satisfy any third party debts or liabilities, including those of the Non-Profit. Without limitation to the foregoing, no Charter School monies shall be allocated or spent on the debts or liabilities of any party or organization that is associated with founding this Charter School.

(i) Banking Arrangements. The Charter School's Business Officer or designee will reconcile the Charter School's ledger(s) with its bank accounts or accounts in the County Treasury on a monthly basis and prepare (1) a balance sheet, (2) a comparison of budgeted to actual revenues and expenditures to date, and (3) a cash flow statement, which will be submitted

with the reports listed above in section 9(d). The Charter School will deposit all funds received as soon as practical upon receipt. A petty cash fund, not to exceed two hundred dollars (\$200), may be established with an appropriate ledger to be reconciled twice monthly by the Non-Profit Business Officer or designee, who shall not be authorized to expend petty cash.

(j) Property Inventory. Within thirty (30) days of receipt of a written request by the District, the Charter School's head of school or his or her designee, shall provide the District with a written inventory of all Charter School purchases of non-consumable goods and equipment that were: 1) valued at one-thousand dollars (\$1,000.00) or more, and, 2) made in that fiscal year, and, 3) made in whole or in part with public funds. This inventory shall include the original purchase price and date, a brief description of the item(s), and other information appropriate for documenting the Charter School's assets, including identifying information reasonably available to (or reasonably used by) the Charter School, such as serial numbers or Charter School tracking numbers. As the chartering authority, the District may make other reasonable queries to the Charter School, in order to ensure that the Charter School in compliance with the law with regard to tracking items and property that are purchased, in whole or in part, with public funds.

(k) Payroll. The Charter School will prepare payroll checks, tax and retirement withholdings, tax statements, and perform other payroll support functions. The President of the Charter School's governing board or his or her designee will establish and oversee a system to prepare time and attendance reports and submit payroll check requests. The Charter School's Business Officer or designee will review payroll statements monthly to ensure that (1) the salaries are consistent with staff contracts and personnel policies and (2) the proper tax, retirement, disability, and other withholdings have been deducted and forwarded to the appropriate authority. All staff expense reimbursements will be on checks separate from payroll checks. Upon hiring of staff, a personnel file will be established with all appropriate payroll-related documentation including a federal I-9 form, tax withholding forms, retirement data and use of sick leave.

(l) Other Fiscal Control Policies. The Charter School shall develop and maintain other fiscal control policies as recommended by independent certified public accountants retained by the Charter School to advise it on fiscal control policy matters. Updated fiscal policies of the Charter School shall be provided to the District annually.

10. Reporting to the District.

(a) Enrollment.

1. Annual enrollment reporting. The Charter School recognizes the need to achieve sufficient enrollment each year so that the Charter School remains fiscally viable. On an annual basis and no later than January 15 of each year, the Charter School shall provide the District a copy of its estimated maximum enrollment plans and anticipated grade level offerings for the following school year. In addition, the Charter School shall provide documentation showing the number and percentage of its enrollment that resides within the District's boundaries by grade level and the number and percentage of its

enrollment that resides outside of the District's boundaries by grade level. Upon the District's request, the Charter School shall provide additional information regarding its enrolled students, including their name, residential address, school district of residence, and telephone number. The Charter School recognizes that this information is critical to District planning for the next year. District agrees not to use student data information for marketing and/or recruiting purposes.

2. Monthly enrollment reporting. No later than the 15th calendar day of every month, the Charter School shall provide the District with a copy of its student enrollment numbers for the prior month as well as student exit numbers with the exception of those promoting from the highest grade of the Charter School program. In the alternative, the Charter School may provide the District with access to the enrollment attendance data program of the Charter School.

(b) Reporting to Public Agencies. The Charter School shall submit to the District a copy of all reports or other documents that the Charter School is required to submit to any state or other public agency in the State of California. Such reports will be submitted to the District, when submitted to the state or other public agency.

(c) Notification to District Regarding Governing Body Composition. The Charter School shall annually (on or before August 1) send to the District a list of its directors and officers. The District shall be provided with immediate notice of any change in the composition of these directors or officers.

(d) School Calendar and Schedules. The Charter School shall provide by May 31 of each year the school calendar and bell schedule for the following school year, including calculation of instructional minutes. If summer school, extended day or intersession is offered, the Charter School shall provide calendars and bell schedules for such programs.

(e) Cumulative File Information. The District and the Charter School shall promptly forward to each other all cumulative file information, including, but not limited to, information regarding special education and related services, whenever a student transfers from a District school to the Charter School, or vice versa.

(f) Performance Assessments. The Charter School shall forward results from statewide assessments to the District promptly upon receipt by the Charter School, but in no event later than October 1.

(g) Student Records. To the extent necessary to discharge its reasonable supervisory oversight activities, the Charter School hereby designates the employees of the District as having a legitimate educational interest such that they are entitled upon request access to the Charter School's education records under the Federal Educational Rights and Privacy Act ("FERPA") and related state laws regarding student records. At a minimum, such records include emergency contact information, health and immunization data, attendance summaries, and academic performance data from all statewide student assessments pursuant to Education Code sections 60600, *et seq.* and 60851. The District, Charter School, and their officers and employees shall

comply with FERPA and state laws regarding student records at all times.

11. Special Education and Related Services; English Learners. The Parties will enter into a Special Education MOU. In addition to the terms thereof, the following terms govern the provision of special education and related services to Charter School students.

(a) Compliance with Applicable Law. All children will have access to the Charter School and no student shall be denied admission due to disability. The Charter School shall be solely responsible for compliance with Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*) and the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Parties further agree to implement and comply with the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*) as specified in the Special Education MOU.

(b) Student Study Team. The Charter School agrees to implement a Student Study Team (“SST”) Process, a general education function that develops strategies for students in the general education classroom. The SST shall develop and monitor implementation of Section 504 plans for eligible students as appropriate.

(c) English Learners. In addition to those obligations set forth in section 5 of this Agreement concerning English Learners, the Charter School will annually administer the California English Language Development Test (“CELDT”) to all eligible students. The Charter School will be responsible for all components necessary to comply with state and federal testing and reporting of English Learners.

12. Human Resources Management.

(a) Charter School Exclusive Employer. All employees of the Charter School are employees of the Non-Profit and shall have no right to employment by the District. The Non-Profit shall have sole responsibility for employment, management, dismissal and discipline of employees of the Charter School.

(b) Compliance with Fingerprinting Requirements. Throughout the term of the Charter and this Agreement, all employees of the Charter School, parent volunteers who will be performing services that are not under the direct supervision of a certificated teacher, and onsite vendors having unsupervised contact with students, will submit to background checks and fingerprinting in accordance with the provisions of Education Code section 45125.1. The Charter School will provide certification to the District that all employees and volunteers or vendors have clear criminal records summaries prior to their having any unsupervised contact with students. The Charter School will maintain on file and have available for inspection, during District site visits, evidence that the Charter School has performed criminal background checks for all employees and documentation that vendors have conducted required criminal background checks for their employees prior to any unsupervised contact with students.

(c) Compliance with Health and Safety Laws. Throughout the term of the Charter and this Agreement, the Charter School and all employees to which each law applies shall

comply with the following legal provisions. The Charter School shall maintain a written policy or administrative regulation regarding each legal provision, below, provide the District with a copy of such policy or administrative regulation, and provide the District with a copy if amended.

- (1) Education Code Section 49423 regarding the administration of medication in school;
- (2) Education Code Section 49141 regarding the provision, storage, and administration of epinephrine pens;
- (3) Education Code Section 49406 and Health and Safety Code Sections 121525 – 121555 requiring all employees who work in contact with students to obtain tuberculosis screenings or tests, as specified in law; and
- (4) Penal Code Section 11164, *et seq.* and Education Code Section 44691 regarding employee mandated reporter obligations and training.

(d) STRS/PERS. If the Charter School decides to offer existing or new employees of the Charter School the opportunity to participate in the State Teachers' Retirement System ("STRS") or the Public Employees' Retirement System ("PERS"), the Charter School shall be responsible for entering into a contract with STRS and/or PERS or the District. At the request of the Charter School, the District shall create any reports required by STRS or PERS and may charge the Charter School for the actual costs of such reporting services.

(e) ESSA & Education Code section 47605(l). The Charter School will be responsible for ensuring its staff is compliant with all applicable provisions of the federal Every Student Succeeds Act ("ESSA") and Education Code section 47605(l).

13. Indemnification. The Non-Profit shall promptly defend, indemnify, and hold harmless the District, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the District or any third party, including any Charter School student (including any student placed with a school other than the Charter School, or in any nonpublic, nonsectarian school or in other special services to address special need or disability situations) or employee, by the Non-Profit or its officers, directors, employees, agents, representatives, volunteers, guests, students, administrators or trustees, successors or assigns.

The District shall promptly defend, indemnify, and hold harmless the Non-Profit, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Charter Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed on the District under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the Charter School or any third party, arising from the District's sole or separate negligence.

In the event of a third party claim or potential claim covered by these provisions, the Parties agree to take all steps reasonable or necessary to cooperate in defending and protecting their

joint interests, and in expediting all reasonable or necessary efforts to gain coverage for the Parties under any liability policy or indemnity agreement issued in favor of the Non-Profit and/or District, including indemnity rights or agreements existing in contracts between the Non-Profit and/or District and any third party (such as contract with a supplier of goods or services), and further including efforts to reduce defense costs (through joint representation whenever possible), expenses and potential liability exposures.

14. Insurance and Risk Management. The Non-Profit shall, for itself and the Charter School, and at its sole cost and expense, purchase and maintain during the entirety of this Agreement, insurance or indemnity protection as follows, as well as any additional insurance as may be required by law:

(a) Liability Insurance. Occurrence-based liability indemnity protection, having a combined limit of liability of no less than five million dollars (\$5,000,000) per claim and in the aggregate, and a per occurrence deductible of no greater than five thousand dollars (\$5,000), whether purchased in the form of a single policy/agreement or by way of multiple policies/agreements, including excess or umbrella policies or agreements, that extends coverage for, among other things, educators' legal liability, property damage liability, employment practices liability, automobile (owned, non-owned, and hired) liability, personal injury and advertising injury liability, directors and officers, and errors and omissions liability, with such coverage extended to the Charter School, its governing board, its officers, agents, employees, and volunteers. To the fullest extent allowed by law, and in keeping with the Non-Profit's indemnity obligations described above, the Indemnified Parties shall be included as "additional insureds" or "additional covered parties" under each of the Non-Profit's liability policies or agreements, with such coverage evidenced by duly issued "additional insured" or "additional covered party" endorsement(s) and/or duly issued certificate(s) of insurance, which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(b) Workers' Compensation. In accordance with the California Labor Code, the Non-Profit shall purchase and maintain workers' compensation and employers liability insurance or indemnity protection adequate to protect the Charter School from claims under California's Workers' Compensation Act, with a limit of liability no less than \$500,000, and that extends coverage and protection to Charter School employees and volunteers. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(c) Property Insurance. The District will maintain insurance for facilities, consistent with the Facilities Use Agreement. This includes property damage coverage sufficient to replace, at current market value and in compliance with any enhanced building codes or disability access ordinances, regulations or laws, all personal property, fixtures, and property owned or under the care, custody, or control of the Charter School. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(d) Bond. Fidelity and crime coverage extending to wrongful acts with respect to money or property owned by or under the care, custody or control of any Charter School employee, volunteer, agent or representative. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

15. Compliance with Law Applicable to Public Agencies. The Charter School agrees to comply at all times with laws which generally apply to public agencies and to comply with federal or state laws (which may be amended from time to time), including but not limited to the following:

- The Ralph M. Brown Act (“Brown Act”) (Cal. Gov. Code, § 54950 *et seq.*);
- The California Public Records Act (Cal. Gov. Code, § 6250 *et seq.*);
- State conflict of interest laws applicable to charter schools operated by nonprofit corporations, including but not limited to the Political Reform Act (Gov. Code, § 87100 *et seq.*);
- The Child Abuse and Neglect Reporting Act (Cal. Penal Code, § 11164 *et seq.*);
- The Individuals with Disabilities Education Rights Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*);
- The Americans with Disabilities Act (“ADA”) (42 U.S.C. § 12101 *et seq.*);
- The U.S. Civil Rights Acts, including Title VII of the 1964 Civil Rights Act;
- The California Fair Employment and Housing Act (“FEHA”) (Cal. Gov. Code, § 12900 *et seq.*);
- The Age Discrimination in Employment Act (“ADEA”) (29 U.S.C. § 621 *et seq.*);
- Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*);
- Education Code sections 220 *et seq.*;
- The Uniform Complaint Procedure (5 Cal. Code Regs., tit. 5, § 4600 *et seq.*);
- The Family Educational Rights and Privacy Act (“FERPA”) (20 U.S.C. § 1232g *et seq.*);
- Local Control Funding Formula (Cal. Ed. Code, § 42238, *et seq.*); and
- All applicable state and federal laws and regulations concerning the improvement of student achievement, including but not limited to any applicable provisions of the Elementary and Secondary Education Act of 1965 (20 U.S.C. § 6301 *et seq.*) as amended by the Every Student Succeeds Act of 2015 (“ESSA”) (20 U.S.C. § 6301 *et seq.*).

(a) Brown Act and Governing Board Meetings. During the term of the Charter, the Charter School agrees to comply with key terms of the Brown Act and shall conduct the meetings of its governing board in accordance with the Brown Act, including making public the agendas of such meetings in advance, as required by the Brown Act. Prior to opening, the Charter School will provide verification by letter to the District that all members of the Governing Board, administrative staff, and any other staff deemed appropriate by the Charter School have participated in Brown Act training. The governing board of the Charter School shall conduct public meetings at such intervals as are necessary to ensure that the board is

providing sufficient direction to the Charter School through implementation of effective policies and procedures. The District reserves the right to appoint a representative to the Charter School's governing board in accordance with the provisions of Education Code section 47604. The Charter School agrees to provide to the District's representative on the governing board a complete board packet of information being submitted to the board before each meeting, in sufficient time for review. Governing board adopted policies, meeting agendas and minutes shall be maintained and shall be available for public inspection and to the District during site visits (or upon request).

(b) Public Records Act. The Charter School agrees that all of its records that relate in any way to the operation of the Charter School shall be treated as public records subject to the requirements of the Public Records Act (Cal. Gov. Code, § 6250 *et seq.*) as well as Education Code section 47604.3.

16. Participation in Special Programs and Services; Transportation.

(a) Sports and Other Activities; Student Insurance. In the event that the Charter School wishes to have its students or staff participate in a program or service offered by the District other than those specified by this Agreement, advance approval and arrangements must be made and confirmed in writing, and expenses for such participation may be charged to the Charter School. The District has sole discretion whether to allow the Charter School to participate in such District programs or services, including California Interscholastic Federation ("CIF") activities. Charter School participation in CIF activities and sports are subject to the rules and regulations of CIF. Charter School students may participate at their own expense in student insurance coverage programs offered by the District.

(b) Transportation. Unless otherwise agreed with the District, the Charter School shall be responsible for any transportation offered to students who enroll in the Charter School.

17. Amendments to Charter. Changes to the Charter deemed to be material amendments may not be made without District consideration and approval. Amendments to the Charter considered to be material changes include, but are not limited to, the following:

- (a) Substantial changes to the educational program (including the addition or deletion of an educational program), mission, or vision;
- (b) Changing to (or adding) a non-classroom-based program, if originally approved as a classroom-based program;
- (c) Proposed changes in enrollment that differ by more than 10 percent +/- of the enrollment originally projected in the charter petition;
- (d) Addition or deletion of grades or grade levels to be served;
- (e) The addition of facilities and/or new sites not previously approved by the District
- (f) Admission preferences;
- (g) Governance structure; and
- (h) Name changes of the Charter School.

18. Amendments to Agreement. Any modification of this Agreement must be in writing

and executed by duly authorized representatives of both Parties specifically indicating the intent of the Parties to modify this Agreement. No such modification or amendment shall be effective absent approval or ratification by the governing boards of both Parties.

In the event of changes in laws, the District and the Charter School agree to negotiate modifications to this Agreement as required by applicable law.

19. Dispute Resolution. Any and all disputes arising out of the interpretation or performance of this Agreement shall be subject to the following procedure until a resolution is reached. Once the Parties have exhausted the procedures stated in (a)-(c), below, each may pursue a remedy as entitled to them by law. Notwithstanding the foregoing, if any such dispute concerns facts or circumstances that may be cause for revocation of the Charter, the District shall not be obligated by the terms of this section as a precondition to revocation.

(a) The disputing party shall provide written notice of the dispute to the other party. Thereafter, the Charter School's designee shall meet with the District's Superintendent or designee within thirty (30) days to attempt informal resolution of the dispute.

(b) In the event this informal meeting fails to resolve the dispute, both Parties or their designees, within sixty (60) days counting from the initial informal meeting date, shall identify two governing board members from their respective boards who shall jointly meet with the Charter School's designee and the District's Superintendent or designee and attempt to resolve the dispute.

(c) If this joint meeting fails to resolve the dispute, the District and the Charter School shall enter into non-binding mediation before a mutually agreed upon mediator, with the costs of the non-binding mediation to be split evenly between the Parties. The format of the mediation shall be developed jointly by the District and the Charter School, and shall incorporate informal rules of evidence and procedure, unless both Parties agree otherwise. Notwithstanding the foregoing, the findings or recommendations of the mediator shall be non-binding, unless the governing boards of the Non-Profit and the District jointly agree to bind themselves.

Exercise of any dispute mechanism authorized by this Agreement shall not, in and of itself, constitute a material violation of the charter or otherwise be grounds for revocation.

20. Severability. If any provision or any part of this Agreement is for any reason held to be invalid or unenforceable or contrary to law, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.

21. Venue. The Parties agree that any legal action to enforce the terms of this Agreement shall be brought in the appropriate court in Sacramento County, California.

22. Governing Law and Authority. In the event of a conflict between the law and terms of this Agreement, the law shall prevail, and any such conflicting terms shall be severed from this Agreement and nullified. To the extent that this Agreement is inconsistent with any of the terms

of the Charter, the terms of this Agreement shall supersede the terms of the Charter. The Parties further agree to jointly make any modification of this Agreement or the Charter needed to effectuate changes in state or federal laws following the execution of this Agreement.

23. Notices. All notices, requests, and other communications under this Agreement shall be in writing and submitted in writing to the addresses set forth below. Notice shall be deemed given on the second day following the mailing of notice by certified mail.

To the District at: Sacramento City Unified School District
Attn: Jack Kraemer, Charter Department
5735 47th Avenue
Sacramento, CA 95824
Facsimile: (916) 399-2058

To the Non-Profit and Charter School at: St. HOPE Public Schools: Sacramento Charter High School
Attn: Jake Mossawir
2315 34th Street
Sacramento, CA 95817
Facsimile: (916) 277-6370

24. Entire Agreement. This Agreement contains the entire agreement of the Parties with respect to the matters covered hereby, and supersedes any oral or written understandings or agreements between the Parties with respect to the subject matter of this Agreement.

25. Conflicts. If any provision of this Agreement is inconsistent with the charter, the terms of the Agreement shall prevail.

26. Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original. Facsimile or scanned emailed copies of signature pages transmitted to other Parties to this Agreement shall be deemed equivalent to original signatures on counterparts.

Dated: _____

Jake Mossawir
President/CEO
St. HOPE Public Schools

Dated: _____

José L. Banda
Superintendent
Sacramento City Unified School District

Appendix A
Sacramento Charter High School
Annual Performance Report for 2016-2017 School Year

Sacramento City Unified School District
Annual Performance Report: Submission Year 2016-2017 for Audit Year 2015-2016

Charter School Name: Location Address/es: Contact/s and Position/s: Telephone: _____ Email: _____ Grades Served: _____ Number of Instructional Days: _____ Charter Term: _____ Audit Year: 2015-2016
APR Submission Date:
Instructions: <ul style="list-style-type: none"> - Please enter directly into this form and submit it. - Please include a table of contents for the appendices along with the appendices in hardcopy and put it in the back of the report. - Please submit (1) hardcopy with appendices, (1) electronic Word with appendices, and (1) PDF with appendices no later than October 1, 2016 to jack-kraemer@scusd.edu.
Mission:
Up to 3 bullets about what makes your program unique:
Compliant with Statement of Assurances (Yes or No)

Annual Performance Reports												Element #	
1. Describe Charter School’s target student population, specific educational needs, interests, backgrounds, and challenges. (CBEDS screen shot)												1	
	Grade _												
	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %	# / %		Totals
Total Enrollment	/	/	/	/	/	/	/	/	/	/	/		/
In District	/	/	/	/	/	/	/	/	/	/	/		/
Out of District	/	/	/	/	/	/	/	/	/	/	/		/
EL	/	/	/	/	/	/	/	/	/	/	/		/
SPED	/	/	/	/	/	/	/	/	/	/	/		/
FRPL	/	/	/	/	/	/	/	/	/	/	/		/
Foster	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/	/	
Sub-group:	/	/	/	/	/	/	/	/	/	/	/	/	
Sub-group:	/	/	/	/	/	/	/	/	/	/	/	/	
Comments for 2015-16 school year (Comments for the future: TBD) regarding specific education needs, interests, backgrounds, and challenges (Up to 100 words):													
2. Did your governing board adopt an LCAP revision on time? Y/N (Board adoption date: _____) Did you send your LCAP to the county on time? Y/N (* Please include 2015-16 LCAP in appendix.)												1	

Sacramento City Unified School District
Annual Performance Report: Submission Year 2016-2017 for Audit Year 2015-2016

3. Provide summary data showing student progress toward the goals and outcomes specified in the charter from assessment instruments and techniques listed in the charter or otherwise required by the District (charter specific, from Element 2)	2																																																								
4. Provide Charter School's Academic Performance Index growth target for the three most recent years, if applicable. (one year lag)	2																																																								
5. (High School only) School data regarding A-G requirements for most recent year available.	2																																																								
6. (High School only) School data regarding graduation (from CDE for most recent year available) and WASC accreditation. Four-year cohort graduation rate (overall and for all subgroups reported by the state) Is your school currently accredited by WASC? Y/N (attach accreditation letter in Appendix)	2																																																								
7. Provide an analysis of whether student performance is meeting the goals specified in the charter. The results and data for the three most recent years will be displayed on a school-wide basis and also disaggregated by subgroups and shall include analysis based on applicable CAASPP and CAHSEE programs of the State of California.	3																																																								
8. Provide analysis of CELDT and redesignation results and data for the three most recent years	3																																																								
9. Provide a copy of the Charter School's governing board roster, Board meeting dates held, and identify how the public can access agendas, and minutes.	4																																																								
10. Provide data on the level of parent involvement in the school's governance (and other aspects of the school, if applicable)	4																																																								
11. Provide data regarding the number of staff working at the school and their qualifications.(From CBEDS)	5																																																								
12. Provide a bullet point summary of any major changes and/or additions to the charter school's policies during the year.	6																																																								
13. Provide information demonstrating whether the Charter School implemented the means stated in the charter to achieve a racially and ethnically balanced student population.	7																																																								
14. Provide an overview of the Charter School's admissions practices during the year and the overall number of students on the school's waiting lists on the first day of school of the audit year	8																																																								
15. Provide the charter school's unaudited actuals for the audit year 2015-16 (in Appendix)	9																																																								
<p>16. Complete the table on student discipline from the Charter School.</p> <ul style="list-style-type: none"> - Charter school's reported suspension number and rate for audit year (match what is given to CDE) - How many expulsions and rate for audit year <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>Subgroup 1:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 2:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 3:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 4:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 5:</u> (List here)</th> <th style="text-align: center;"><u>All Others:</u></th> <th style="text-align: center;"><u>Total Students:</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"># Suspended _____</td> </tr> <tr> <td style="text-align: center;">Above # divided by Subgroup 1 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 2 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 3 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 4 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 5 total enrollment</td> <td style="text-align: center;">Above # divided by All Others total enrollment</td> <td style="text-align: center;">Above # divided by Total Students enrollment</td> </tr> <tr> <td style="text-align: center;">% Suspended _____</td> </tr> <tr> <td style="text-align: center;"># Expelled _____</td> </tr> <tr> <td style="text-align: center;">Above # divided by Subgroup 1 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 2 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 3 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 4 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 5 total enrollment</td> <td style="text-align: center;">Above # divided by All Others total enrollment</td> <td style="text-align: center;">Above # divided by Total Students enrollment</td> </tr> <tr> <td style="text-align: center;">% Expelled _____</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">Home District/s Notified: Y or N</td> </tr> </tbody> </table> <p>Comments:</p>	<u>Subgroup 1:</u> (List here)	<u>Subgroup 2:</u> (List here)	<u>Subgroup 3:</u> (List here)	<u>Subgroup 4:</u> (List here)	<u>Subgroup 5:</u> (List here)	<u>All Others:</u>	<u>Total Students:</u>	# Suspended _____	Above # divided by Subgroup 1 total enrollment	Above # divided by Subgroup 2 total enrollment	Above # divided by Subgroup 3 total enrollment	Above # divided by Subgroup 4 total enrollment	Above # divided by Subgroup 5 total enrollment	Above # divided by All Others total enrollment	Above # divided by Total Students enrollment	% Suspended _____	# Expelled _____	Above # divided by Subgroup 1 total enrollment	Above # divided by Subgroup 2 total enrollment	Above # divided by Subgroup 3 total enrollment	Above # divided by Subgroup 4 total enrollment	Above # divided by Subgroup 5 total enrollment	Above # divided by All Others total enrollment	Above # divided by Total Students enrollment	% Expelled _____							Home District/s Notified: Y or N	10																								
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						Home District/s Notified: Y or N																																																			
<p>17. Provide analysis of the effectiveness of the school's internal and external dispute mechanisms and data on the number and resolution of formal disputes and complaints.</p> <ul style="list-style-type: none"> - Template sentence: During the (audit year) school year, (charter school name) had X complaints filed through the school's uniform complaint procedure and Y complaints were resolved. 	14																																																								

Appendix B
Sacramento Charter High School
Corrective Action Plan for 2017-2018 School Year

I. Recitals

- A. This corrective action plan is an appendix to the operational memorandum of understanding (MOU) between the St. HOPE Public Schools, as operators of Sacramento Charter High School (Charter School), and the Sacramento City Unified School District (District.)
- B. On September 26, 2016, the District received a renewal charter petition from St. Hope Public Schools. The District's Board of Trustees approved the Charter Schools' petition on December 8, 2016, contingent upon the terms and conditions to be agreed upon on in the MOU.
- C. This corrective action plan identifies areas that District staff identified during their review of the petition and establishes corrective steps that the District and the Charter School agree to remedy.
- D. St. HOPE Public Schools, Charter School, and the District shall annually review the progress made towards achieving the terms of this corrective action plan.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the MOU, the Charter School agrees to the following terms and conditions:

Charter school will immediately address and plan for the improvement of the below areas of concern.

- 1. Recruitment efforts for racial/ethnic balance
- 2. Pupil suspension and expulsion policies and practices
- 3. Quantity of student exits
- 4. Cash flow management
- 5. Staff safety training

Appendix C
 Sacramento Charter High School
 Letter of Intent for 2017-2018 School Year



Independent Charter School
Letter of Intent (LOI)
 SCUSD Services and Fees for
 2017-18 School Year

Charter School Name _____

Contact Name and Phone _____

Signature _____ Date _____

(This agreement is required for every charter school.)
Please sign and return all pages no later than Monday, July 3, 2017 to:

*Business Services
 Attn: Erika Zavaleta
 5735 47th Avenue, Box 800
 Sacramento, CA 95824*

Erika-Zavaleta@scusd.edu/916-643-9055 (tel)

Service upon mutual agreement of contract terms and capacity to deliver.

Service	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD - Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.			
A. REQUIRED IF NOT PROVIDED BY SCUSD			
1. Special Education Program Encroachment (if not own LEA)	Per Current Enrollment	\$804.69	
2. Special Education Transportation Encroachment (if used)	Per Special Education Student Transported	\$2,866.97	
✓ 3. Utilities/Telecommunications	Actual Costs		
✓ 4. Facility Use - Pro Rata Share (if using District facility)	Per Square Foot of Facility	\$1.91	
✓ 5. State-Required Reserve for Economic Uncertainties	2% - 4% of Revenues per MOU		
✓ 6. Oversight (if using a District Facility)	1% - 3% of Revenues per MOU	1%	
✓ 7. SPOM or Custodian (if using a District Facility)	Actual Cost		
✓ 8. Security: Covers patrol of Facility only - (Service must be selected unless your site has a contracted security company that has been approved by the District) - (All contracts must be submitted to the District for Approval)	Per Site	\$2,462.83	
✓ 9. Security Monitoring – Astro Security	Per Panel	\$72.98	



Independent Charter School Letter of Intent (LOI)

SCUSD Services and Fees for
2017-18 School Year

Service	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD – Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.			
B. ADMINISTRATIVE			
1. Accounting (<i>Must be on Escape System</i>)	Per Current Enrollment	\$11.44	
- Student Body (Not to exceed 20 checks/month. There will be a \$2.50 per check fee in excess of 20 checks).	Per Current Enrollment	\$5.25	
2. Budget – Including Student Attendance (<i>Must be on Infinite Campus System</i>)	Per Current Enrollment	\$23.68	
3. Nutrition Services (Service provided if receiving meals sponsored by SCUSD Nutrition Services Department)	Actual Costs		
4. Human Resources	Per Current Enrollment	\$76.60	
5. Employee Compensation (Payroll)	Per Current Enrollment	\$22.42	
6. Risk Management/Employee Benefits	Per Current Enrollment	\$7.57	
7. Property/Liability Insurance	Per Current Enrollment	\$40.46	
8. Purchasing/Warehousing (<i>Must be on Escape System</i>)	Per Current Enrollment	\$32.21	
- Mail Services (Intradistrict)	Per Current Enrollment	\$4.43	
9. Contact LCAP Coordinator	TBD		
10. Contact SPSA Coordinator	TBD		
11. Internal Audit	Per Current Enrollment	\$2.90	
C. FACILITIES			
1. Additional Custodial	Actual Costs		
- Custodial Supervisor Assistance	Per Hour	\$35.49	
2. Landscaping	Actual Costs		
3. Routine Repair and Maintenance	3% of Revenues		
- Plumbing, HVAC Technician, Electrician, Carpenter	Per Hour	\$43.89	
- Laborer, Gardener, Machinist, Painter, Glazier	Per Hour	\$32.34	
4. Planning and Construction			
- Project Management	Time and Materials		
- Capital Improvement Request Management	Per Hour	\$62.56	
- Architect, Engineering, DSA Inspection, Consultation	Market Rate		
<i>**Services Included in Pro Rata Charge if Using a District Facility?</i>			
5. Safe Schools Coordination	Per Current Enrollment	\$37.03	
D. STUDENT SUPPORT & HEALTH SERVICES			
1. Health Services (Nurses)	Actual Cost		
2. Health Screening (Vision and Hearing)	Actual Cost		

2017-18 Letter of Intent for Services/Fees-Independent 5.2.17

Page 2 of 4



Independent Charter School Letter of Intent (LOI)

SCUSD Services and Fees for
2017-18 School Year

Service <small>Please place a ✓check mark next to each service you would like to purchase from the district to provide to your school.</small>	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD – Provided May 2018)
3. Student Support Services	Actual Cost		
E. TECHNOLOGY SERVICES			
1. Network Infrastructure and Hardware/Support/Training <i>(Does Not Include Items 2-7. You may add on Outlook, Escape, Infinite Campus, Illuminate, Shout Point or Tableau. Your fees will be increased by the amounts specified in items 2-7 if selected).</i>	Per Current Enrollment	\$109.41	
2. Outlook (select to add on)	Per Current Enrollment	.56	
3. Escape On-line (select to add on)	Per Current Enrollment	\$6.69	
4. Infinite Campus (Software/Scan) (select to add on)	Per Current Enrollment	\$11.06	
5. Illuminate	Per Current Enrollment	\$5.51	
6. Shout Point	Per Current Enrollment	\$1.39	
7. Tableau	Per Current Enrollment	\$1.36	
F. INSTRUCTIONAL SUPPORT			
1. Staff/Professional Development	Per Current Enrollment	\$1.53	
- Elec. notification/registration, Recordkeeping of 18 hrs.	Per Teacher	\$21.00	
2. State and Federal Programs (On-site Technical Assist)	Per Hour	\$61.95	
3. Multilingual (Resource Teacher/EL Meetings)	Per Yr., Plus Costs, Per Attendee	\$105.00	
- Professional Development for Large and Small Groups	Time and Materials	Call for pricing	
- On-site Technical Assistance	Per Hour	\$53.55	
- Compliance Support	Per Hour	\$53.55	
4. Grant Development	Per Current Enrollment	\$3.36	
5. Standards and Curriculum	Per Current Enrollment	\$21.00	
6. Library/Textbook Services			
- Destiny (Library Software) (One-time initial cost)	Elem/Mid/High School (Flat Fee)	\$7,350.00	
- Destiny (On-going support after first initial year)	Per Site	\$1,199.77	
- Library/Textbook Svs. (includes ordering textbooks)	Per Student Enrollment	\$7.66	
7. Assessment, Research and Evaluation	Per Current Enrollment	\$25.61	
8. Student Svs./Hearing Office/Child Welfare & Attendance	Per Current Enrollment	\$16.49	
9. GATE Identification (Booklets, Scoring, Analysis, and Parent Notification)	Per 1st grader	\$ 12.50	
	Per 3rd grader	\$ 11.50	
10. Gifted Education Professional Learning	Contact GATE Coordinator	TBD	
G. LEGAL SERVICES FROM SCUSD	Per Hour	\$220.50-\$262.50	



Independent Charter School
Letter of Intent (LOI)

SCUSD Services and Fees for
 2017-18 School Year

Service		Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD - Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.				
H.	EMPLOYEE RELATIONS			
	1. Negotiations	Per Hour	\$54.60 - 89.25	
	2. CBA Advisory for Certificated and Classified	Per Hour	\$34.89	
I.	OFFICE OF THE SUPERINTENDENT			
	1. Communications	Per Hour	\$78.75	

Appendix D
Sacramento Charter High School
Updates and Revisions to the MOU

I. Recitals

- A. The Updates and Revisions to the MOU is an appendix to the operational memorandum of understanding (MOU) between St. HOPE Public Schools, as operators of Sacramento Charter High School (Charter School), and the Sacramento City Unified School District (District.)

- B. On September 26, 2016, the District received a renewal charter petition from St. HOPE Public Schools. The District's Board of Trustees approved the Charter Schools' petition on December 8, 2016, contingent upon the terms and conditions to be agreed upon on in the MOU.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the MOU, the Charter School agrees to the following updates, revisions, terms, or conditions of this MOU.

-Not Applicable-

**SPECIAL EDUCATION MEMORANDUM OF UNDERSTANDING
BETWEEN SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
ST. HOPE PUBLIC SCHOOLS: SACRAMENTO CHARTER HIGH SCHOOL**

This Memorandum of Understanding (“Agreement”) is entered into as of June 1, 2017 (“Effective Date”), by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and St. HOPE Public Schools (“Non-Profit”), a California non-profit public benefit corporation, operating Sacramento Charter High School (“Charter School”), a public charter school chartered by the District. This Agreement will set forth the responsibilities of the Parties with respect to the delivery and financing of special education services to children enrolled in the Charter School. The Charter School and the District are collectively referred to as the “Parties.”

I. RECITALS

- A. The District is the granting agency of the Charter School. The District granted the Charter School’s renewal charter on December 8, 2016 for a term of five years, beginning on July 1, 2017 and expiring June 30, 2022.
- B. The Charter School is a school operated by Non-Profit, a non-profit public benefit corporation. All obligations imposed hereby on the Charter School are equally imposed on Non-Profit.
- C. This Agreement has the purpose of clarifying the roles and responsibilities of the Parties with regard to students who are enrolled and attend the Charter School and are or may be eligible for special education and related services under the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*).

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the Charter School and the District do hereby agree as follows:

II. USE OF TERMS

The Parties agree that unless otherwise stated herein, for the purposes of this Agreement, the terms “Charter School” and “Non-Profit” may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.

III. PROVISION OF SPECIAL EDUCATION AND RELATED SERVICES

- A. It is the intent of the Parties that the Charter School shall be its own local educational agency (“LEA”), pursuant to California Education Code section 47641, subdivision (a). The Charter School has obtained membership as an independent LEA in the El Dorado County Office of Education (“SELPA”). The

Charter School has provided the District with verifiable written assurances that they have been accepted to participate as an LEA in the SELPA.

- B. The Charter School will serve as its own LEA for the purposes of special education, and as such, the Charter School is solely responsible, at its own expense, for ensuring that all children with disabilities enrolled in the Charter School receive special education and designated instruction and services in conformity with their individualized education programs and in compliance with the IDEA (20 U.S.C. § 1400 *et seq.*), its implementing regulations and all applicable state and federal law. (34 C.F.R. § 300.209(c); Ed. Code, § 47646(a).)

IV. TERM

The term of this Agreement shall be from the Effective Date to June 30, 2022. This Agreement may be amended by mutual written agreement of the Parties at any time. This Agreement is subject to termination during the term as permitted by law.

V. SECTION 504 OF THE REHABILITATION ACT OF 1973 AND THE AMERICANS WITH DISABILITIES ACT

The Parties agree that this Agreement is intended to address the responsibilities of the Parties with respect to the provision and financing of special education services under the IDEA and does not cover services or accommodations required under Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*), or under the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Charter School shall be solely responsible, at its own expense, for compliance with Section 504 and the ADA.

VI. INDEMNIFICATION, INSURANCE AND RISK MANAGEMENT

- A. The Non-Profit shall comply with the terms set forth in paragraph 13 of the Operational Memorandum of Understanding between Sacramento City Unified School District and the Non-profit dated June 1, 2017, which terms are incorporated as if fully set forth herein.
- B. The Non-Profit shall, for itself and the Charter School, comply with the terms set forth in paragraph 14 of the Operational MOU, which terms are incorporated as if fully set forth herein.

VII. MISCELLANEOUS PROVISIONS

- A. **Venue.** The validity of this Agreement and any of its terms or provisions as well as the rights and duties of the Parties shall be governed by the laws of the state of California, and venue shall lie only in Sacramento County Superior Court.
- B. **Modifications.** No modifications, amendments, changes, or variations or any

kind to this Agreement are authorized without written consent, evidenced by execution of an amendment by an authorized representative of each Party.

- C. **Interpretation.** The language herein shall be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all Parties shall be treated as equally responsible for such ambiguity.
- D. **Integrated 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, nor explained or supplemented by evidence of consistent additional terms. Each of the Parties acknowledges that no one has made any promise, representation or warranty whatsoever, express or implied, written or oral, not contained herein to induce them to execute this Agreement, and that this Agreement is not executed in reliance upon any such promise, representation or warranty.
- E. **Non-Assignability.** This Agreement may not be assigned by the Parties.
- F. **Binding Effect.** This Agreement is binding upon the successors and assigns of the Parties, subject to the non-assignability restrictions set forth in subsection E above.
- G. **Survival of Covenants.** Notwithstanding termination of the Agreement, the indemnification provisions shall survive and be fully enforceable notwithstanding the termination date of the Agreement.
- H. **Notices.** All notices required by this Agreement may be sent by United States mail; postage pre-paid, to the Parties as follows:

To the District at:

Sacramento City Unified School District
Attn: Jack Kraemer, Charter Department
5735 47th Avenue
Sacramento, CA 95824
Facsimile: (916) 399-2058
Email: jack-kraemer@scusd.edu

To Non-Profit and Charter School at:

St. HOPE Public Schools: Sacramento Charter High School
Attn: Jake Mossawir
2315 34th Street
Sacramento, CA 95817
Facsimile: (916) 277-6370
Email: jmossawir@sthopepublicschools.org

Any notices required by this Agreement sent by facsimile transmission or electronic mail to the facsimile and electronic mail addresses above shall be considered received on the business day they are sent, provided they are sent during the receiving Party's business hours and provided receipt is confirmed by telephone, facsimile, or electronic mail, and further provided the original is promptly placed into the United States mail, postage pre-paid, and addressed as indicated above.

- I. **Warranty.** Each person below warrants and guarantees that s/he is legally authorized to execute this Agreement on behalf of the designated entity and that such execution shall bind the designated entity to the terms of this Agreement.
- J. **Counterparts.** This Agreement may be signed in counterpart such that the signatures may appear on separate signature pages. Facsimile or photocopy signatures shall have the same force and effect as original signatures.
- K. **Ratification.** This Agreement shall not be effective until this Agreement has been ratified or approved by the governing boards of each of the Parties

Dated: _____

Jake Mossawir
President/CEO
St. HOPE Public Schools

Dated: _____

José L. Banda
Superintendent
Sacramento City Unified School District



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1g

Meeting Date: June 1, 2017

Subject: Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for St. HOPE Public Schools: Public School 7

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

Division: Deputy Superintendent's Office

Recommendation: Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding between Sacramento City Unified School District and St. HOPE Public Schools: Public School 7.

Background/Rationale: The District approved the renewal of the charter for Public School 7 for a term of five years effective July 1, 2017 to June 30, 2022. By approving the renewal of the charter, the District assumed certain oversight responsibilities of the Charter School pursuant to the California Charter Schools Act (Cal. Ed. Code, § 47600 et seq.). To clarify the roles and responsibilities of the parties, the District enters into an Operational MOU and Special Education MOU with each charter school. The Operational MOU outlines responsibilities and expectations between the District and the Charter School regarding the oversight fee paid by the Charter School to the District, the parties' respective fiscal and administrative responsibilities, their legal relationship, and other matters of mutual interest not explicitly addressed or resolved in the terms of the Charter School's charter. The Special Education MOU sets forth the responsibilities of the parties with respect to the delivery and financing of special education services to students enrolled in the Charter School.

The provision added to Appendix D of the Operational MOU allows Public School 7 to enroll students from 10 percent +/- to 16 percent +/- of their renewal charter petition enrollment projections only in year five (2021-22) specifically for the purposes of acquiring funds from the Prop 51 Facilities Grant for construction at their school site located on district owned property at 5201 Strawberry Lane, Sacramento, CA 95820.

Financial Considerations: The financial considerations are outlined within the Operational Memorandum of Understanding and Special Education Memorandum of Understanding.

The financial consideration due to Appendix D of the Operational MOU is the yet to be determined fiscal impact to Sacramento City Unified School District from enrollment increases above the renewal charter petition projections. Enrollment figures spanning ten years from 2017-18 to 2026-27 are as follows.

<u>School Year</u>	<u>Charter Renewal Petition: Enrollment Projections</u>	<u>Prop 51: Enrollment Requirements for PS7</u>	<u>Additional Enrollment Above Projections</u>
2017-18	568	568 (0% increase)	0
2018-19	612	612 (0% increase)	0
2019-20	636	636 (0% increase)	0
2020-21	636	686 (< 10% increase)	50
2021-22	636	736 (~16% increase)	100

<u>School Year</u>	<u>Charter Renewal Petition: Enrollment Projections</u>	<u>Prop 51: Enrollment Requirements for PS7</u>	<u>Additional Enrollment Above 2021-22 Projection</u>
2022-23	TBD	786	150
2023-24	TBD	836	200
2024-25	TBD	886	250
2025-26	TBD	936	300
2026-27	TBD	936	300

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Operational Memorandum of Understanding between Sacramento City Unified School District and Public School 7
2. Special Education Memorandum of Understanding between Sacramento City Unified School District and Public School 7

Estimated Time of Presentation: N/A

Submitted by: Lisa Allen, Deputy Superintendent

Jack L. Kraemer, Innovative Schools and Charter Oversight, Director

Approved by José L. Banda, Superintendent

**OPERATIONAL MEMORANDUM OF UNDERSTANDING BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
ST. HOPE PUBLIC SCHOOLS: ST. HOPE PUBLIC SCHOOL 7**

This Operational Memorandum of Understanding (“Agreement”) is entered into as of June 1, 2017, by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and St. HOPE Public Schools (“Non-Profit”), a California non-profit public benefit corporation, operating St. HOPE Public School 7 (“Charter School”), a public charter school chartered by the District. The District, the Non-Profit and the Charter School are collectively referred to as the “Parties.” This Agreement shall be enforceable only following execution by both Parties and ratification or approval by the governing boards of each of the Parties.

RECITALS:

- A. The District is the granting agency of the Charter School. The District granted the Charter School’s renewal charter on December 8, 2016, for a term of five years, beginning on July 1, 2017 and expiring June 30, 2022. The Charter School is operated by the Non-Profit.
- B. By approving the renewal charter petition, the District assumed certain oversight responsibilities of the Charter School pursuant to the California’s Charter Schools Act (Cal. Ed. Code, § 47600 *et seq.*). This Agreement is intended to outline the Parties’ agreements governing their respective fiscal and administrative responsibilities, their legal relationship, and other matters of mutual interest not otherwise addressed or resolved in the terms of the Charter School’s charter.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein set forth, the Non-Profit and the District do hereby agree as follows:

- 1. Use of Terms.** Unless otherwise stated, for the purposes of this Agreement, the terms Charter School and Non-Profit may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.
- 2. Term and Renewal.** This Agreement shall commence on the date upon which it is executed by both Parties, but shall not be effective absent ratification or approval by the governing boards of each of the Parties. The Agreement shall cover the remaining term of the charter, expiring on June 30, 2022. If the Charter School’s charter is revoked or the Charter School ceases operations prior to the expiration of the term of the Agreement, the Agreement shall immediately terminate. The Agreement is also subject to termination in accordance with the processes as set forth in this Agreement or as otherwise permitted by law. Renewal or extension of the charter and this Agreement shall be based, in part, on compliance with the terms set forth in this Agreement, District policy, and applicable law.
- 3. Designation of School.** The Charter School shall be known as St. HOPE Public School 7. The Charter School may not change its name, nor operate under any other name, without the

prior express written approval of the District. The Non-Profit shall be responsible for all functions of the Charter School pursuant to the terms and conditions set forth in this Agreement and its charter. The Charter School shall not be located at more than one school site without the prior express written approval of the District. The Charter School shall not change locations without the prior express written approval of the District. Any change of location shall be considered a material revision of the charter petition under Education Code sections 47605 and 47607 and shall not be denied unless there are sufficient findings per these statutes.

4. School Accountability.

(a) Annual LCAP. The Charter School shall comply with Education Code section 47606.5, as that statute may be amended from time to time, as well as its implementing regulations, if any. The Charter School's Local Control and Accountability Plan ("LCAP"), and annual updates thereto as required by law, shall be annually provided to the District by July 1, unless a different date is established by law. The Charter School will utilize the State Board of Education's template to submit its LCAP pursuant to this section. To the extent practicable, the Charter School shall report LCAP data in a manner consistent with how information is reported on a school accountability report card.

(b) Performance Report. The Charter School will provide an Annual Performance Report to the District upon the terms and deadlines specified in Appendix A (Annual Performance Report). Appendix A is incorporated to this Agreement by reference. From time to time, and as may be necessary in the District's sole discretion, the District reserves the right to revise the content requested in, and format of, the Annual Performance Report. The District will provide the Charter School with notice at least thirty (30) days prior to the implementation of changes to the Annual Performance Report.

(c) Corrective Action. The Charter School must comply with the terms and conditions specified in the Corrective Action Plan, attached to this Agreement as Appendix B and incorporated to this Agreement by reference.

5. Funding.

(a) Basic Funding. The Charter School shall receive its funding in accordance with applicable law. Should anything in this MOU require revision based upon changes in law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure consistency with the law. Any future revision of the Charter Schools Act to revise the manner in which charter schools are funded shall not be interpreted to prevent the Charter School's direct receipt of full funding in accordance with applicable law.

The Charter School is eligible for a general-purpose entitlement allocated through the Local Control Funding Formula ("LCFF") under Education Code sections 42388 *et seq.* Except as otherwise noted in this Agreement, it shall be the responsibility of the Charter School to apply for funding due to the Charter School under LCFF.

The Charter School has elected to receive funding from the State directly, pursuant to

Education Code section 47651. The District shall comply with Education Code section 47635 in providing the Charter School with its share of local funding. However, the Parties understand that in the event that such funds are not timely received by the District due to processing delays at either the state or county level, such funds shall be provided to the Charter School as soon as practicable after such funds are made available to the District. The District recognizes the authority of the Charter School to pursue additional sources of funding. Any application for funding by the Charter School that depends on the support or creditworthiness of the District shall be presented to the District for its prior written approval.

(b) District Applications for Funding. When the District applies for additional sources of funding in the form of grants and/or categorical funding at the request of and for the benefit of the Charter School, the District will receive one percent (1%) of such funds at the time they are paid to the Charter School. Such funds shall not be considered revenue for purposes of the District's oversight fee set forth in section 8(b).

(c) Expenditure of Funds. The Charter School agrees to comply with all regulations related to expenditures and receipt of its funds (including compliance with federal and state compliance regulations and certifications). Without limitation to the foregoing, the Charter School agrees that all revenue received from the District and the State shall only be used as outlined herein and in the charter for the provision of educational services for school age children enrolled in and attending the Charter School and shall not be used for purposes other than those set forth in the Charter School's charter and any authorized amendments. The Charter School will provide the District with written monthly notice when the Charter School withdraws funds deposited by the Sacramento County Superintendent of Schools in the Sacramento County Treasury for the account of the Charter School and re-deposits those funds in a financial institution selected by the Charter School. Such notice is provided when the Charter School provides the District with monthly bank statements from the banks where all the Charter School's accounts are held. Within fifteen calendar days of opening an account at a bank or other financial institution, the Charter School will provide written notice to the District of the commencement of that account, the type of account, the financial institution or bank and any identifying account numbers.

(d) Compliance with Procedures. To the extent that the Charter School is required to submit records or information to the District or the County Office of Education in order to confirm funding, including but not limited any audit requirements under LCFF, those records must be prepared by the Charter School in compliance with applicable laws.

6. Legal Relationship. Pursuant to its charter and Education Code section 47604, the Charter School is operated by the Non-Profit. The Charter School and the Non-Profit are separate legal entities from the District. As such, the District shall not be liable for the debts or obligations of the Charter School or the Non-Profit to the maximum extent permitted by applicable law. It is agreed that it is the Parties' intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with the Charter School. The Charter School may not enter into a contract or agreement to be managed or operated by any other non-profit public benefit corporation (or any other corporation or entity) without the express written prior approval of the District. The obligations of the Charter School

under such agreement or contract are solely the responsibility of the Charter School and are not the responsibility of the District.

7. Complaints. The Charter School shall inform the District of any complaints submitted or filed against it, including complaints filed with any governmental entity other than the District, which the District is obligated to respond to using its own complaint resolution processes, or under any state or federal law, including but not limited to complaint submitted pursuant to uniform complaint procedures. Copies of such complaints must be provided to the District within three (3) working days of receipt by the Charter School. If any such complaint raises an issue or issues that may be grounds for revocation or non-renewal of the charter, the District may request that the Charter School report to the District on how such complaints are being addressed, and the Charter School agrees to provide such information upon the District's request. The Charter School shall make such information available to the District for inspection and copying upon request during regular business hours or, upon request, the Charter School shall deliver to the District within ten (10) business days a current copy of any requested records or information. Under all circumstances, the Charter School will cooperate fully in the release of information to the District to assist in the District's oversight obligations.

8. Fiscal Relationship.

(a) Administrative Services. The District's Fee Schedule for Services to the Charter Schools ("Fee Schedule") for the 2017-18 school year is attached hereto as Appendix C, and incorporated to this Agreement by reference. The Charter School may purchase any of the "Optional Administrative Services" designated by the District. If the Charter School elects to purchase such services, the District's agreement to provide those services shall be reduced to writing and signed by the Parties in a separate agreement. The District reserves the right to annually revise the Fee Schedule to reflect the District's then-calculated rates, and the rates stated by each such revision shall apply to services the Charter School is purchasing from the District. If the Charter School contracts for services that require the District to provide labor beyond the current work and vacation calendars of District employees, then the Charter School shall pay the actual cost of these services.

(b) Oversight Fee. The Parties agree that the District will incur costs in connection with its performance of supervisory oversight of the Charter School as required by law, and that it is not in the best interests of either Party to require a mechanical assessment, accounting, billing and payment process to compensate the District for such costs. The Parties further agree that the District is not providing the Charter School with substantially rent-free facilities as referenced by Education Code section 47613(b). Therefore, the Parties agree that the actual cost of the District's supervisory oversight of the Charter School is one percent (1%) of all "Revenue of the Charter School" (excluding grants, loans, and private donations), as defined in Education Code sections 47613, 47632, subd. (a), 42238.02, and 42238.03.

Should anything in this provision require revision based upon a change in the law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure that the fees for oversight are consistent with the law. The Parties further agree that should the District be required by law or requested by the Charter School to perform services on behalf of

the Charter School outside of its supervisory oversight functions and other than as outlined above regarding administrative services, it will incur additional costs or expenses, which the Charter School agrees are not included within the services under the Oversight Fee. However, no cost will be imposed upon or accrued by the Charter School without prior negotiation and agreement between the Charter School and the District of the terms and cost of said services.

“Supervisory Oversight,” as used in the Education Code section 47613, is defined in Education Code sections 47604.32 and 47604.33 to mean the District’s performance of duties to include the following:

- Identification of at least one (1) staff member as contact person for the Charter School.
- Visiting the Charter School at least annually.
- Ensuring that the Charter School complies with all reports required of charter schools by law, including the annual update required pursuant to Education Code section 47606.5.
- Monitoring the fiscal condition of the Charter School.
- Providing timely notification, in accordance with the law, regarding whether the charter’s renewal is granted or denied, the charter is revoked, or the charter will cease operation for any reason.
- Reviewing annual reports and assessing the fiscal condition of the Charter School pursuant to Education Code section 47604.33.

(c) Payment for Administrative Services, Oversight Fee and Expenses. On a quarterly basis, the District shall provide a written invoice and, as necessary, supporting expense information, to the Charter School detailing the amount due for services performed by the District, the oversight fee due pursuant to section 8(b), and any expenses paid by the District on the Charter School’s behalf, with the exception of special education encroachment fees, if any, which shall be computed and charged in accordance with the Special Education Memorandum Of Understanding between the Parties (Special Education MOU).

Payment on invoices provided to the Charter School pursuant to this section shall be due within thirty (30) calendar days of receipt unless the Charter School has provided written notice to District that it disagrees with invoiced charges. Payments shall be made to the District’s Business Services Department. The Charter School may only withhold payment for services, fees or expenses that it has specifically contested. The Charter School shall make payment by check.

(d) Distribution of Assets Upon Revocation or Closure. Should the Charter School, as an entity separate from the Non-Profit, cease to exist (by revocation or nonrenewal of its charter or by voluntary closure), and upon a final audit and the payment of, or provision for payment of, all debts and liabilities of the Charter School, any public funds held by or for the Charter School and any assets of the Charter School purchased with public funds shall be

distributed in accordance with the terms of the Charter.

9. Fiscal Controls.

(a) Fiscal Policies. The Charter School shall adopt and meet generally accepted accounting principles and shall adopt policies to ensure the Charter School's funds are used to most effectively support the Charter School's mission and to ensure that funds are budgeted, accounted for, expended, and maintained in an appropriate fashion. Such policies will include, but not be limited to the following:

- (1) Expenditures shall be made in accordance with amounts specified in the annual budget or budgetary revisions adopted by the Charter School's governing board;
- (2) The Charter School's funds shall be managed and held in a manner that provides a high degree of protection of the Charter School's assets; and
- (3) All transactions shall be recorded and documented in an appropriate manner that allows reporting to the State, the District, and/or the County Office of Education.

(b) Attendance Accounting. The Charter School shall establish and maintain an appropriate attendance accounting system to record the number of days students are actually in attendance and engaged in activities required of them by the Charter School. The annual audit (see section 9(c) below) will review actual attendance accounting records and practices to ensure compliance. The Charter School's attendance accounting practices will be in conformance with the Charter Schools Act, the California Administrative Code sections defining charter school average daily attendance, and other applicable law.

(c) Annual Financial Audit. The Charter School's governing board will annually appoint an external fiscal auditor, subject to the approval of the District. Said external fiscal auditor must be listed on the State Controller's Office website as approved to conduct such audits. The audit shall include, but not be limited to:

- (1) An audit of the accuracy of the Charter School's financial statements;
- (2) An audit of the Charter School's attendance accounting and revenue claims practices; and
- (3) An audit of the Charter School's internal control practices.

The Charter School shall complete its audit within ninety (90) days of the close of the fiscal year. A copy of the audit report shall be submitted to the District within thirty (30) days of completion, and no later than December 15 of the fiscal year following the fiscal year for which the audit was performed. The Charter School agrees to implement all audit recommendations to the District's satisfaction, unless other terms are agreed to between the District and the Charter School.

(d) Financial Reports. In addition to the foregoing requirements and as specified in Education Code section 47604.33, the Charter School shall annually prepare and submit the following reports to the District and the County Superintendent of Schools:

- (1) On or before July 1, an adopted budget;
- (2) On or before December 15, a first interim financial report, reflecting changes through October 31;
- (3) On or before March 15, a second interim financial report, reflecting changes through January 31; and
- (4) On or before September 15, a final unaudited report for the full prior fiscal year.

In addition to the reports required by this section, the Charter School must submit all reports indicated in Appendix D (Calendar of Annual Charter Due Dates), incorporated to this Agreement by reference. Failure to submit accurate and complete financial information as required hereby shall be considered grounds for revocation of the charter, subject to reasonable opportunity on the part of the Charter School to amend and rectify findings of the above reports.

(e) Loans. The Charter School agrees that it shall establish a fiscal plan for repayment of any loans received by the Charter School in advance of receipt of such loans. It is agreed that all loans sought by the Charter School shall be authorized in advance by the governing board of the Charter School and shall be the sole responsibility of the Charter School. The District will have no obligation with respect to any loans received by the Charter School to finance its operations, and any such loan shall be the sole responsibility of the Charter School. Upon request, the Charter School will provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3. The Charter School shall notify the District, in writing, no later than thirty (30) days prior to entering into any debt whatsoever.

(f) Advance of Funds. The District may in its sole discretion advance funds to the Charter School. In addition, the District may in its sole discretion provide a line of credit for the Charter School.

(g) Cash Flow and Reserve. The Parties agree that the maintenance of a sufficient level of funding reserve is in the best interest of the Charter School and its successful operation. Accordingly, the Charter School shall maintain reserves of no less than three percent (3%). An explanation of any projected drop in reserves below the three percent (3%) level must be included in the Charter School's assumptions in the adopted budget for the fiscal year.

(h) Third Party Debts and Liabilities. Assets or funds allocated or held by the Charter School for provision of its educational services shall not be used to satisfy any third party debts or liabilities, including those of the Non-Profit. Without limitation to the foregoing, no Charter School monies shall be allocated or spent on the debts or liabilities of any party or organization that is associated with founding this Charter School.

(i) Banking Arrangements. The Charter School's Business Officer or designee will reconcile the Charter School's ledger(s) with its bank accounts or accounts in the County Treasury on a monthly basis and prepare (1) a balance sheet, (2) a comparison of budgeted to actual revenues and expenditures to date, and (3) a cash flow statement, which will be submitted with the reports listed above in section 9(d). The Charter School will deposit all funds received

as soon as practical upon receipt. A petty cash fund, not to exceed two hundred dollars (\$200), may be established with an appropriate ledger to be reconciled twice monthly by the Non-Profit Business Officer or designee, who shall not be authorized to expend petty cash.

(j) Property Inventory. Within thirty (30) days of receipt of a written request by the District, the Charter School's head of school or his or her designee, shall provide the District with a written inventory of all Charter School purchases of non-consumable goods and equipment that were: 1) valued at one-thousand dollars (\$1,000.00) or more, and, 2) made in that fiscal year, and, 3) made in whole or in part with public funds. This inventory shall include the original purchase price and date, a brief description of the item(s), and other information appropriate for documenting the Charter School's assets, including identifying information reasonably available to (or reasonably used by) the Charter School, such as serial numbers or Charter School tracking numbers. As the chartering authority, the District may make other reasonable queries to the Charter School, in order to ensure that the Charter School in compliance with the law with regard to tracking items and property that are purchased, in whole or in part, with public funds.

(k) Payroll. The Charter School will prepare payroll checks, tax and retirement withholdings, tax statements, and perform other payroll support functions. The President of the Charter School's governing board or his or her designee will establish and oversee a system to prepare time and attendance reports and submit payroll check requests. The Charter School's Business Officer or designee will review payroll statements monthly to ensure that (1) the salaries are consistent with staff contracts and personnel policies and (2) the proper tax, retirement, disability, and other withholdings have been deducted and forwarded to the appropriate authority. All staff expense reimbursements will be on checks separate from payroll checks. Upon hiring of staff, a personnel file will be established with all appropriate payroll-related documentation including a federal I-9 form, tax withholding forms, retirement data and use of sick leave.

(l) Other Fiscal Control Policies. The Charter School shall develop and maintain other fiscal control policies as recommended by independent certified public accountants retained by the Charter School to advise it on fiscal control policy matters. Updated fiscal policies of the Charter School shall be provided to the District annually.

10. Reporting to the District.

(a) Enrollment.

1. Annual enrollment reporting. The Charter School recognizes the need to achieve sufficient enrollment each year so that the Charter School remains fiscally viable. On an annual basis and no later than January 15 of each year, the Charter School shall provide the District a copy of its estimated maximum enrollment plans and anticipated grade level offerings for the following school year. In addition, the Charter School shall provide documentation showing the number and percentage of its enrollment that resides within the District's boundaries by grade level and the number and percentage of its enrollment that resides outside of the District's boundaries by grade level. Upon the

District's request, the Charter School shall provide additional information regarding its enrolled students, including their name, residential address, school district of residence, and telephone number. The Charter School recognizes that this information is critical to District planning for the next year. District agrees not to use student data information for marketing and/or recruiting purposes.

2. Monthly enrollment reporting. No later than the 15th calendar day of every month, the Charter School shall provide the District with a copy of its student enrollment numbers for the prior month as well as student exit numbers with the exception of those promoting from the highest grade of the Charter School program. In the alternative, the Charter School may provide the District with access to the enrollment attendance data program of the Charter School.

(b) Reporting to Public Agencies. The Charter School shall submit to the District a copy of all reports or other documents that the Charter School is required to submit to any state or other public agency in the State of California. Such reports will be submitted to the District, when submitted to the state or other public agency.

(c) Notification to District Regarding Governing Body Composition. The Charter School shall annually (on or before August 1) send to the District a list of its directors and officers. The District shall be provided with immediate notice of any change in the composition of these directors or officers.

(d) School Calendar and Schedules. The Charter School shall provide by May 31 of each year the school calendar and bell schedule for the following school year, including calculation of instructional minutes. If summer school, extended day or intersession is offered, the Charter School shall provide calendars and bell schedules for such programs.

(e) Cumulative File Information. The District and the Charter School shall promptly forward to each other all cumulative file information, including, but not limited to, information regarding special education and related services, whenever a student transfers from a District school to the Charter School, or vice versa.

(f) Performance Assessments. The Charter School shall forward results from statewide assessments to the District promptly upon receipt by the Charter School, but in no event later than October 1.

(g) Student Records. To the extent necessary to discharge its reasonable supervisory oversight activities, the Charter School hereby designates the employees of the District as having a legitimate educational interest such that they are entitled upon request access to the Charter School's education records under the Federal Educational Rights and Privacy Act ("FERPA") and related state laws regarding student records. At a minimum, such records include emergency contact information, health and immunization data, attendance summaries, and academic performance data from all statewide student assessments pursuant to Education Code sections 60600, *et seq.* and 60851. The District, Charter School, and their officers and employees shall comply with FERPA and state laws regarding student records at all times.

11. Special Education and Related Services; English Learners. The Parties will enter into a Special Education MOU. In addition to the terms thereof, the following terms govern the provision of special education and related services to Charter School students.

(a) Compliance with Applicable Law. All children will have access to the Charter School and no student shall be denied admission due to disability. The Charter School shall be solely responsible for compliance with Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*) and the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Parties further agree to implement and comply with the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*) as specified in the Special Education MOU.

(b) Student Study Team. The Charter School agrees to implement a Student Study Team (“SST”) Process, a general education function that develops strategies for students in the general education classroom. The SST shall develop and monitor implementation of Section 504 plans for eligible students as appropriate.

(c) English Learners. In addition to those obligations set forth in section 5 of this Agreement concerning English Learners, the Charter School will annually administer the California English Language Development Test (“CELDT”) to all eligible students. The Charter School will be responsible for all components necessary to comply with state and federal testing and reporting of English Learners.

12. Human Resources Management.

(a) Charter School Exclusive Employer. All employees of the Charter School are employees of the Non-Profit and shall have no right to employment by the District. The Non-Profit shall have sole responsibility for employment, management, dismissal and discipline of employees of the Charter School.

(b) Compliance with Fingerprinting Requirements. Throughout the term of the Charter and this Agreement, all employees of the Charter School, parent volunteers who will be performing services that are not under the direct supervision of a certificated teacher, and onsite vendors having unsupervised contact with students, will submit to background checks and fingerprinting in accordance with the provisions of Education Code section 45125.1. The Charter School will provide certification to the District that all employees and volunteers or vendors have clear criminal records summaries prior to their having any unsupervised contact with students. The Charter School will maintain on file and have available for inspection, during District site visits, evidence that the Charter School has performed criminal background checks for all employees and documentation that vendors have conducted required criminal background checks for their employees prior to any unsupervised contact with students.

(c) Compliance with Health and Safety Laws. Throughout the term of the Charter and this Agreement, the Charter School and all employees to which each law applies shall comply with the following legal provisions. The Charter School shall maintain a written policy

or administrative regulation regarding each legal provision, below, provide the District with a copy of such policy or administrative regulation, and provide the District with a copy if amended.

- (1) Education Code Section 49423 regarding the administration of medication in school;
- (2) Education Code Section 49141 regarding the provision, storage, and administration of epinephrine pens;
- (3) Education Code Section 49406 and Health and Safety Code Sections 121525 – 121555 requiring all employees who work in contact with students to obtain tuberculosis screenings or tests, as specified in law; and
- (4) Penal Code Section 11164, *et seq.* and Education Code Section 44691 regarding employee mandated reporter obligations and training.

(d) STRS/PERS. If the Charter School decides to offer existing or new employees of the Charter School the opportunity to participate in the State Teachers' Retirement System ("STRS") or the Public Employees' Retirement System ("PERS"), the Charter School shall be responsible for entering into a contract with STRS and/or PERS or the District. At the request of the Charter School, the District shall create any reports required by STRS or PERS and may charge the Charter School for the actual costs of such reporting services.

(e) ESSA & Education Code section 47605(l). The Charter School will be responsible for ensuring its staff is compliant with all applicable provisions of the federal Every Student Succeeds Act ("ESSA") and Education Code section 47605(l).

13. Indemnification. The Non-Profit shall promptly defend, indemnify, and hold harmless the District, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the District or any third party, including any Charter School student (including any student placed with a school other than the Charter School, or in any nonpublic, nonsectarian school or in other special services to address special need or disability situations) or employee, by the Non-Profit or its officers, directors, employees, agents, representatives, volunteers, guests, students, administrators or trustees, successors or assigns.

The District shall promptly defend, indemnify, and hold harmless the Non-Profit, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Charter Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed on the District under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the Charter School or any third party, arising from the District's sole or separate negligence.

In the event of a third party claim or potential claim covered by these provisions, the Parties agree to take all steps reasonable or necessary to cooperate in defending and protecting their joint interests, and in expediting all reasonable or necessary efforts to gain coverage for the

Parties under any liability policy or indemnity agreement issued in favor of the Non-Profit and/or District, including indemnity rights or agreements existing in contracts between the Non-Profit and/or District and any third party (such as contract with a supplier of goods or services), and further including efforts to reduce defense costs (through joint representation whenever possible), expenses and potential liability exposures.

14. Insurance and Risk Management. The Non-Profit shall, for itself and the Charter School, and at its sole cost and expense, purchase and maintain during the entirety of this Agreement, insurance or indemnity protection as follows, as well as any additional insurance as may be required by law:

(a) Liability Insurance. Occurrence-based liability indemnity protection, having a combined limit of liability of no less than five million dollars (\$5,000,000) per claim and in the aggregate, and a per occurrence deductible of no greater than five thousand dollars (\$5,000), whether purchased in the form of a single policy/agreement or by way of multiple policies/agreements, including excess or umbrella policies or agreements, that extends coverage for, among other things, educators' legal liability, property damage liability, employment practices liability, automobile (owned, non-owned, and hired) liability, personal injury and advertising injury liability, directors and officers, and errors and omissions liability, with such coverage extended to the Charter School, its governing board, its officers, agents, employees, and volunteers. To the fullest extent allowed by law, and in keeping with the Non-Profit's indemnity obligations described above, the Indemnified Parties shall be included as "additional insureds" or "additional covered parties" under each of the Non-Profit's liability policies or agreements, with such coverage evidenced by duly issued "additional insured" or "additional covered party" endorsement(s) and/or duly issued certificate(s) of insurance, which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(b) Workers' Compensation. In accordance with the California Labor Code, the Non-Profit shall purchase and maintain workers' compensation and employers liability insurance or indemnity protection adequate to protect the Charter School from claims under California's Workers' Compensation Act, with a limit of liability no less than \$500,000, and that extends coverage and protection to Charter School employees and volunteers. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(c) Property Insurance. The District will maintain insurance for facilities, consistent with the Facilities Use Agreement. This includes property damage coverage sufficient to replace, at current market value and in compliance with any enhanced building codes or disability access ordinances, regulations or laws, all personal property, fixtures, and property owned or under the care, custody, or control of the Charter School. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(d) Bond. Fidelity and crime coverage extending to wrongful acts with respect to money or property owned by or under the care, custody or control of any Charter School employee, volunteer, agent or representative. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

15. Compliance with Law Applicable to Public Agencies. The Charter School agrees to comply at all times with laws which generally apply to public agencies and to comply with federal or state laws (which may be amended from time to time), including but not limited to the following:

- The Ralph M. Brown Act (“Brown Act”) (Cal. Gov. Code, § 54950 *et seq.*);
- The California Public Records Act (Cal. Gov. Code, § 6250 *et seq.*);
- State conflict of interest laws applicable to charter schools operated by nonprofit corporations, including but not limited to the Political Reform Act (Gov. Code, § 87100 *et seq.*);
- The Child Abuse and Neglect Reporting Act (Cal. Penal Code, § 11164 *et seq.*);
- The Individuals with Disabilities Education Rights Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*);
- The Americans with Disabilities Act (“ADA”) (42 U.S.C. § 12101 *et seq.*);
- The U.S. Civil Rights Acts, including Title VII of the 1964 Civil Rights Act;
- The California Fair Employment and Housing Act (“FEHA”) (Cal. Gov. Code, § 12900 *et seq.*);
- The Age Discrimination in Employment Act (“ADEA”) (29 U.S.C. § 621 *et seq.*);
- Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*);
- Education Code sections 220 *et seq.*;
- The Uniform Complaint Procedure (5 Cal. Code Regs., tit. 5, § 4600 *et seq.*);
- The Family Educational Rights and Privacy Act (“FERPA”) (20 U.S.C. § 1232g *et seq.*);
- Local Control Funding Formula (Cal. Ed. Code, § 42238, *et seq.*); and
- All applicable state and federal laws and regulations concerning the improvement of student achievement, including but not limited to any applicable provisions of the Elementary and Secondary Education Act of 1965 (20 U.S.C. § 6301 *et seq.*) as amended by the Every Student Succeeds Act of 2015 (“ESSA”) (20 U.S.C. § 6301 *et seq.*).

(a) Brown Act and Governing Board Meetings. During the term of the Charter, the Charter School agrees to comply with key terms of the Brown Act and shall conduct the meetings of its governing board in accordance with the Brown Act, including making public the agendas of such meetings in advance, as required by the Brown Act. Prior to opening, the Charter School will provide verification by letter to the District that all members of the Governing Board, administrative staff, and any other staff deemed appropriate by the Charter School have participated in Brown Act training. The governing board of the Charter School shall conduct public meetings at such intervals as are necessary to ensure that the board is

providing sufficient direction to the Charter School through implementation of effective policies and procedures. The District reserves the right to appoint a representative to the Charter School's governing board in accordance with the provisions of Education Code section 47604. The Charter School agrees to provide to the District's representative on the governing board a complete board packet of information being submitted to the board before each meeting, in sufficient time for review. Governing board adopted policies, meeting agendas and minutes shall be maintained and shall be available for public inspection and to the District during site visits (or upon request).

(b) Public Records Act. The Charter School agrees that all of its records that relate in any way to the operation of the Charter School shall be treated as public records subject to the requirements of the Public Records Act (Cal. Gov. Code, § 6250 *et seq.*) as well as Education Code section 47604.3.

16. Participation in Special Programs and Services; Transportation.

(a) Sports and Other Activities; Student Insurance. In the event that the Charter School wishes to have its students or staff participate in a program or service offered by the District other than those specified by this Agreement, advance approval and arrangements must be made and confirmed in writing, and expenses for such participation may be charged to the Charter School. The District has sole discretion whether to allow the Charter School to participate in such District programs or services, including California Interscholastic Federation ("CIF") activities. Charter School participation in CIF activities and sports are subject to the rules and regulations of CIF. Charter School students may participate at their own expense in student insurance coverage programs offered by the District.

(b) Transportation. Unless otherwise agreed with the District, the Charter School shall be responsible for any transportation offered to students who enroll in the Charter School.

17. Amendments to Charter. Changes to the Charter deemed to be material amendments may not be made without District consideration and approval. Amendments to the Charter considered to be material changes include, but are not limited to, the following:

- (a) Substantial changes to the educational program (including the addition or deletion of an educational program), mission, or vision;
- (b) Changing to (or adding) a non-classroom-based program, if originally approved as a classroom-based program;
- (c) Proposed changes in enrollment that differ by more than 10 percent +/- of the enrollment originally projected in the charter petition;
- (d) Addition or deletion of grades or grade levels to be served;
- (e) The addition of facilities and/or new sites not previously approved by the District
- (f) Admission preferences;
- (g) Governance structure; and
- (h) Name changes of the Charter School.

18. Amendments to Agreement. Any modification of this Agreement must be in writing

and executed by duly authorized representatives of both Parties specifically indicating the intent of the Parties to modify this Agreement. No such modification or amendment shall be effective absent approval or ratification by the governing boards of both Parties.

In the event of changes in laws, the District and the Charter School agree to negotiate modifications to this Agreement as required by applicable law.

19. Dispute Resolution. Any and all disputes arising out of the interpretation or performance of this Agreement shall be subject to the following procedure until a resolution is reached. Once the Parties have exhausted the procedures stated in (a)-(c), below, each may pursue a remedy as entitled to them by law. Notwithstanding the foregoing, if any such dispute concerns facts or circumstances that may be cause for revocation of the Charter, the District shall not be obligated by the terms of this section as a precondition to revocation.

(a) The disputing party shall provide written notice of the dispute to the other party. Thereafter, the Charter School's designee shall meet with the District's Superintendent or designee within thirty (30) days to attempt informal resolution of the dispute.

(b) In the event this informal meeting fails to resolve the dispute, both Parties or their designees, within sixty (60) days counting from the initial informal meeting date, shall identify two governing board members from their respective boards who shall jointly meet with the Charter School's designee and the District's Superintendent or designee and attempt to resolve the dispute.

(c) If this joint meeting fails to resolve the dispute, the District and the Charter School shall enter into non-binding mediation before a mutually agreed upon mediator, with the costs of the non-binding mediation to be split evenly between the Parties. The format of the mediation shall be developed jointly by the District and the Charter School, and shall incorporate informal rules of evidence and procedure, unless both Parties agree otherwise. Notwithstanding the foregoing, the findings or recommendations of the mediator shall be non-binding, unless the governing boards of the Non-Profit and the District jointly agree to bind themselves.

Exercise of any dispute mechanism authorized by this Agreement shall not, in and of itself, constitute a material violation of the charter or otherwise be grounds for revocation.

20. Severability. If any provision or any part of this Agreement is for any reason held to be invalid or unenforceable or contrary to law, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.

21. Venue. The Parties agree that any legal action to enforce the terms of this Agreement shall be brought in the appropriate court in Sacramento County, California.

22. Governing Law and Authority. In the event of a conflict between the law and terms of this Agreement, the law shall prevail, and any such conflicting terms shall be severed from this Agreement and nullified. To the extent that this Agreement is inconsistent with any of the terms

of the Charter, the terms of this Agreement shall supersede the terms of the Charter. The Parties further agree to jointly make any modification of this Agreement or the Charter needed to effectuate changes in state or federal laws following the execution of this Agreement.

23. Notices. All notices, requests, and other communications under this Agreement shall be in writing and submitted in writing to the addresses set forth below. Notice shall be deemed given on the second day following the mailing of notice by certified mail.

To the District at: Sacramento City Unified School District
Attn: Jack Kraemer, Charter Department
5735 47th Avenue
Sacramento, CA 95824
Facsimile: (916) 399-2058

To the Non-Profit and Charter School at: St. HOPE Public Schools: St. HOPE Public School 7
Attn: Jake Mossawir
2315 34th Street
Sacramento, CA 95817
Facsimile: (916) 277-6370

24. Entire Agreement. This Agreement contains the entire agreement of the Parties with respect to the matters covered hereby, and supersedes any oral or written understandings or agreements between the Parties with respect to the subject matter of this Agreement.

25. Conflicts. If any provision of this Agreement is inconsistent with the charter, the terms of the Agreement shall prevail.

26. Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original. Facsimile or scanned emailed copies of signature pages transmitted to other Parties to this Agreement shall be deemed equivalent to original signatures on counterparts.

Dated: _____

Jake Mossawir
President/CEO
St. HOPE Public Schools

Dated: _____

José L. Banda
Superintendent
Sacramento City Unified School District

Appendix A
St. HOPE Public School 7
Annual Performance Report for 2016-2017 School Year

Sacramento City Unified School District
Annual Performance Report: Submission Year 2016-2017 for Audit Year 2015-2016

Charter School Name: Location Address/es: Contact/s and Position/s: Telephone: _____ Email: _____ Grades Served: _____ Number of Instructional Days: _____ Charter Term: _____ Audit Year: 2015-2016
APR Submission Date:
Instructions: <ul style="list-style-type: none"> - Please enter directly into this form and submit it. - Please include a table of contents for the appendices along with the appendices in hardcopy and put it in the back of the report. - Please submit (1) hardcopy with appendices, (1) electronic Word with appendices, and (1) PDF with appendices no later than October 1, 2016 to jack-kraemer@scusd.edu.
Mission:
Up to 3 bullets about what makes your program unique:
Compliant with Statement of Assurances (Yes or No)

Annual Performance Reports												Element #	
1. Describe Charter School's target student population, specific educational needs, interests, backgrounds, and challenges. (CBEDS screen shot)												1	
	Grade _		Totals										
Total Enrollment	/	/	/	/	/	/	/	/	/	/	/		/
In District	/	/	/	/	/	/	/	/	/	/	/		/
Out of District	/	/	/	/	/	/	/	/	/	/	/		/
EL	/	/	/	/	/	/	/	/	/	/	/		/
SPED	/	/	/	/	/	/	/	/	/	/	/		/
FRPL	/	/	/	/	/	/	/	/	/	/	/		/
Foster	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Sub-group:	/	/	/	/	/	/	/	/	/	/	/		/
Comments for 2015-16 school year (Comments for the future: TBD) regarding specific education needs, interests, backgrounds, and challenges (Up to 100 words):													
2. Did your governing board adopt an LCAP revision on time? Y/N (Board adoption date: _____) Did you send your LCAP to the county on time? Y/N (* Please include 2015-16 LCAP in appendix.)												1	

Sacramento City Unified School District
Annual Performance Report: Submission Year 2016-2017 for Audit Year 2015-2016

3. Provide summary data showing student progress toward the goals and outcomes specified in the charter from assessment instruments and techniques listed in the charter or otherwise required by the District (charter specific, from Element 2)	2																																																								
4. Provide Charter School's Academic Performance Index growth target for the three most recent years, if applicable. (one year lag)	2																																																								
5. (High School only) School data regarding A-G requirements for most recent year available.	2																																																								
6. (High School only) School data regarding graduation (from CDE for most recent year available) and WASC accreditation. Four-year cohort graduation rate (overall and for all subgroups reported by the state) Is your school currently accredited by WASC? Y/N (attach accreditation letter in Appendix)	2																																																								
7. Provide an analysis of whether student performance is meeting the goals specified in the charter. The results and data for the three most recent years will be displayed on a school-wide basis and also disaggregated by subgroups and shall include analysis based on applicable CAASPP and CAHSEE programs of the State of California.	3																																																								
8. Provide analysis of CELDT and redesignation results and data for the three most recent years	3																																																								
9. Provide a copy of the Charter School's governing board roster, Board meeting dates held, and identify how the public can access agendas, and minutes.	4																																																								
10. Provide data on the level of parent involvement in the school's governance (and other aspects of the school, if applicable)	4																																																								
11. Provide data regarding the number of staff working at the school and their qualifications.(From CBEDS)	5																																																								
12. Provide a bullet point summary of any major changes and/or additions to the charter school's policies during the year.	6																																																								
13. Provide information demonstrating whether the Charter School implemented the means stated in the charter to achieve a racially and ethnically balanced student population.	7																																																								
14. Provide an overview of the Charter School's admissions practices during the year and the overall number of students on the school's waiting lists on the first day of school of the audit year	8																																																								
15. Provide the charter school's unaudited actuals for the audit year 2015-16 (in Appendix)	9																																																								
<p>16. Complete the table on student discipline from the Charter School.</p> <ul style="list-style-type: none"> - Charter school's reported suspension number and rate for audit year (match what is given to CDE) - How many expulsions and rate for audit year <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>Subgroup 1:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 2:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 3:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 4:</u> (List here)</th> <th style="text-align: center;"><u>Subgroup 5:</u> (List here)</th> <th style="text-align: center;"><u>All Others:</u></th> <th style="text-align: center;"><u>Total Students:</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><u># Suspended</u> _____</td> </tr> <tr> <td style="text-align: center;">Above # divided by Subgroup 1 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 2 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 3 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 4 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 5 total enrollment</td> <td style="text-align: center;">Above # divided by All Others total enrollment</td> <td style="text-align: center;">Above # divided by Total Students enrollment</td> </tr> <tr> <td style="text-align: center;">% Suspended _____</td> </tr> <tr> <td style="text-align: center;"><u># Expelled</u> _____</td> </tr> <tr> <td style="text-align: center;">Above # divided by Subgroup 1 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 2 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 3 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 4 total enrollment</td> <td style="text-align: center;">Above # divided by Subgroup 5 total enrollment</td> <td style="text-align: center;">Above # divided by All Others total enrollment</td> <td style="text-align: center;">Above # divided by Total Students enrollment</td> </tr> <tr> <td style="text-align: center;">% Expelled _____</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">Home District/s Notified: Y or N</td> </tr> </tbody> </table> <p>Comments:</p>	<u>Subgroup 1:</u> (List here)	<u>Subgroup 2:</u> (List here)	<u>Subgroup 3:</u> (List here)	<u>Subgroup 4:</u> (List here)	<u>Subgroup 5:</u> (List here)	<u>All Others:</u>	<u>Total Students:</u>	<u># Suspended</u> _____	Above # divided by Subgroup 1 total enrollment	Above # divided by Subgroup 2 total enrollment	Above # divided by Subgroup 3 total enrollment	Above # divided by Subgroup 4 total enrollment	Above # divided by Subgroup 5 total enrollment	Above # divided by All Others total enrollment	Above # divided by Total Students enrollment	% Suspended _____	<u># Expelled</u> _____	Above # divided by Subgroup 1 total enrollment	Above # divided by Subgroup 2 total enrollment	Above # divided by Subgroup 3 total enrollment	Above # divided by Subgroup 4 total enrollment	Above # divided by Subgroup 5 total enrollment	Above # divided by All Others total enrollment	Above # divided by Total Students enrollment	% Expelled _____							Home District/s Notified: Y or N	10																								
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% Expelled _____	% Expelled _____	% Expelled _____	% Expelled _____	% Expelled _____	% Expelled _____	% Expelled _____																																																			
						Home District/s Notified: Y or N																																																			
<p>17. Provide analysis of the effectiveness of the school's internal and external dispute mechanisms and data on the number and resolution of formal disputes and complaints.</p> <ul style="list-style-type: none"> - Template sentence: During the (audit year) school year, (charter school name) had X complaints filed through the school's uniform complaint procedure and Y complaints were resolved. 	14																																																								

Appendix B
St. HOPE Public School 7
Corrective Action Plan for 2017-2018 School Year

I. Recitals

- A. This corrective action plan is an appendix to the operational memorandum of understanding (MOU) between the St. HOPE Public Schools, as operators of St. HOPE Public School 7 (Charter School), and the Sacramento City Unified School District (District.)
- B. On September 26, 2016, the District received a renewal charter petition from St. Hope Public Schools. The District's Board of Trustees approved the Charter Schools' petition on December 8, 2016, contingent upon the terms and conditions to be agreed upon on in the MOU.
- C. This corrective action plan identifies areas that District staff identified during their review of the petition and establishes corrective steps that the District and the Charter School agree to remedy.
- D. St. HOPE Public Schools, Charter School, and the District shall annually review the progress made towards achieving the terms of this corrective action plan.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the MOU, the Charter School agrees to the following terms and conditions:

Charter school will immediately address and plan for the improvement of the below areas of concern.

- 1. Recruitment efforts for racial/ethnic balance
- 2. Quantity of student exits
- 3. Cash flow management
- 4. Staff safety training

Appendix C
St. HOPE Public School 7
Letter of Intent for 2017-2018 School Year



Independent Charter School
Letter of Intent (LOI)
SCUSD Services and Fees for
2017-18 School Year

Charter School Name _____

Contact Name and Phone _____

Signature _____ **Date** _____

(This agreement is required for every charter school.)
Please sign and return all pages no later than Monday, July 3, 2017 to:

Business Services
Attn: Erika Zavaleta
5735 47th Avenue, Box 800
Sacramento, CA 95824

Erika-Zavaleta@scusd.edu/916-643-9055 (tel)

Service upon mutual agreement of contract terms and capacity to deliver.

Service	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD - Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.			
A. REQUIRED IF NOT PROVIDED BY SCUSD			
1. Special Education Program Encroachment (if not own LEA)	Per Current Enrollment	\$804.69	
2. Special Education Transportation Encroachment (if used)	Per Special Education Student Transported	\$2,866.97	
✓ 3. Utilities/Telecommunications	Actual Costs		
✓ 4. Facility Use - Pro Rata Share (if using District facility)	Per Square Foot of Facility	\$1.91	
✓ 5. State-Required Reserve for Economic Uncertainties	2% - 4% of Revenues per MOU		
✓ 6. Oversight (if using a District Facility)	1% - 3% of Revenues per MOU	1%	
✓ 7. SPOM or Custodian (if using a District Facility)	Actual Cost		
✓ 8. Security: Covers patrol of Facility only - (Service must be selected unless your site has a contracted security company that has been approved by the District) - (All contracts must be submitted to the District for Approval)	Per Site	\$2,462.83	
✓ 9. Security Monitoring – Astro Security	Per Panel	\$72.98	



Independent Charter School Letter of Intent (LOI)

SCUSD Services and Fees for
2017-18 School Year

Service	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD – Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.			
B. ADMINISTRATIVE			
1. Accounting (<i>Must be on Escape System</i>)	Per Current Enrollment	\$11.44	
- Student Body (Not to exceed 20 checks/month. There will be a \$2.50 per check fee in excess of 20 checks).	Per Current Enrollment	\$5.25	
2. Budget – Including Student Attendance (<i>Must be on Infinite Campus System</i>)	Per Current Enrollment	\$23.68	
3. Nutrition Services (Service provided if receiving meals sponsored by SCUSD Nutrition Services Department)	Actual Costs		
4. Human Resources	Per Current Enrollment	\$76.60	
5. Employee Compensation (Payroll)	Per Current Enrollment	\$22.42	
6. Risk Management/Employee Benefits	Per Current Enrollment	\$7.57	
7. Property/Liability Insurance	Per Current Enrollment	\$40.46	
8. Purchasing/Warehousing (<i>Must be on Escape System</i>)	Per Current Enrollment	\$32.21	
- Mail Services (Intradistrict)	Per Current Enrollment	\$4.43	
9. Contact LCAP Coordinator	TBD		
10. Contact SPSA Coordinator	TBD		
11. Internal Audit	Per Current Enrollment	\$2.90	
C. FACILITIES			
1. Additional Custodial	Actual Costs		
- Custodial Supervisor Assistance	Per Hour	\$35.49	
2. Landscaping	Actual Costs		
3. Routine Repair and Maintenance	3% of Revenues		
- Plumbing, HVAC Technician, Electrician, Carpenter	Per Hour	\$43.89	
- Laborer, Gardener, Machinist, Painter, Glazier	Per Hour	\$32.34	
4. Planning and Construction			
- Project Management	Time and Materials		
- Capital Improvement Request Management	Per Hour	\$62.56	
- Architect, Engineering, DSA Inspection, Consultation	Market Rate		
<i>**Services Included in Pro Rata Charge if Using a District Facility?</i>			
5. Safe Schools Coordination	Per Current Enrollment	\$37.03	
D. STUDENT SUPPORT & HEALTH SERVICES			
1. Health Services (Nurses)	Actual Cost		
2. Health Screening (Vision and Hearing)	Actual Cost		

2017-18 Letter of Intent for Services/Fees-Independent 5.2.17

Page 2 of 4



Independent Charter School Letter of Intent (LOI)

SCUSD Services and Fees for
2017-18 School Year

Service	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD - Provided May 2018)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.			
3. Student Support Services	Actual Cost		
E. TECHNOLOGY SERVICES			
1. Network Infrastructure and Hardware/Support/Training <i>(Does Not Include Items 2-7. You may add on Outlook, Escape, Infinite Campus, Illuminate, Shout Point or Tableau. Your fees will be increased by the amounts specified in items 2-7 if selected).</i>	Per Current Enrollment	\$109.41	
2. Outlook (select to add on)	Per Current Enrollment	.56	
3. Escape On-line (select to add on)	Per Current Enrollment	\$6.69	
4. Infinite Campus (Software/Scan) (select to add on)	Per Current Enrollment	\$11.06	
5. Illuminate	Per Current Enrollment	\$5.51	
6. Shout Point	Per Current Enrollment	\$1.39	
7. Tableau	Per Current Enrollment	\$1.36	
F. INSTRUCTIONAL SUPPORT			
1. Staff/Professional Development	Per Current Enrollment	\$1.53	
- Elec. notification/registration, Recordkeeping of 18 hrs.	Per Teacher	\$21.00	
2. State and Federal Programs (On-site Technical Assist)	Per Hour	\$61.95	
3. Multilingual (Resource Teacher/EL Meetings)	Per Yr., Plus Costs, Per Attendee	\$105.00	
- Professional Development for Large and Small Groups	Time and Materials	Call for pricing	
- On-site Technical Assistance	Per Hour	\$53.55	
- Compliance Support	Per Hour	\$53.55	
4. Grant Development	Per Current Enrollment	\$3.36	
5. Standards and Curriculum	Per Current Enrollment	\$21.00	
6. Library/Textbook Services			
- Destiny (Library Software) (One-time initial cost)	Elem/Mid/High School (Flat Fee)	\$7,350.00	
- Destiny (On-going support after first initial year)	Per Site	\$1,199.77	
- Library/Textbook Svs. (includes ordering textbooks)	Per Student Enrollment	\$7.66	
7. Assessment, Research and Evaluation	Per Current Enrollment	\$25.61	
8. Student Svs./Hearing Office/Child Welfare & Attendance	Per Current Enrollment	\$16.49	
9. GATE Identification (Booklets, Scoring, Analysis, and Parent Notification)	Per 1st grader	\$ 12.50	
	Per 3rd grader	\$ 11.50	
10. Gifted Education Professional Learning	Contact GATE Coordinator	TBD	
G. LEGAL SERVICES FROM SCUSD			
	Per Hour	\$220.50-\$262.50	



**Independent Charter School
Letter of Intent (LOI)**

SCUSD Services and Fees for
2017-18 School Year

Service Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.	Method of Cost Calculation	2017-18 (Projected)	2017-18 (Actual: TBD - Provided May 2018)
H. EMPLOYEE RELATIONS			
1. Negotiations	Per Hour	\$54.60 - 89.25	
2. CBA Advisory for Certificated and Classified	Per Hour	\$34.89	
I. OFFICE OF THE SUPERINTENDENT			
1. Communications	Per Hour	\$78.75	

Appendix D
St. HOPE Public School 7
Updates and Revisions to the MOU

I. Recitals

- A. The Updates and Revisions to the MOU is an appendix to the operational memorandum of understanding (MOU) between St. HOPE Public Schools, as operators of St. HOPE Public School 7 (Charter School), and the Sacramento City Unified School District (District.)

- B. On September 26, 2016, the District received a renewal charter petition from St. HOPE Public Schools. The District's Board of Trustees approved the Charter Schools' petition on December 8, 2016, contingent upon the terms and conditions to be agreed upon on in the MOU.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the MOU, the Charter School agrees to the following updates, revisions, terms, or conditions of this MOU.

- 1. Section 17 (c) is replaced with the below language.
 - (c) Proposed changes in enrollment that differ by more than 10 percent +/- of the enrollment originally projected in the charter petition for years 1 – 4 and 16 percent +/- for only year 5 specifically for the purposes of acquiring funds for the Prop 51 Facilities Grant;

**SPECIAL EDUCATION MEMORANDUM OF UNDERSTANDING
BETWEEN SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
ST. HOPE PUBLIC SCHOOLS: ST. HOPE PUBLIC SCHOOL 7**

This Memorandum of Understanding (“Agreement”) is entered into as of June 1, 2017 (“Effective Date”), by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and St. HOPE Public Schools (“Non-Profit”), a California non-profit public benefit corporation, operating St. HOPE Public School 7 (“Charter School”), a public charter school chartered by the District. This Agreement will set forth the responsibilities of the Parties with respect to the delivery and financing of special education services to children enrolled in the Charter School. The Charter School and the District are collectively referred to as the “Parties.”

I. RECITALS

- A. The District is the granting agency of the Charter School. The District granted the Charter School’s renewal charter on December 8, 2016 for a term of five years, beginning on July 1, 2017 and expiring June 30, 2022.
- B. The Charter School is a school operated by Non-Profit, a non-profit public benefit corporation. All obligations imposed hereby on the Charter School are equally imposed on Non-Profit.
- C. This Agreement has the purpose of clarifying the roles and responsibilities of the Parties with regard to students who are enrolled and attend the Charter School and are or may be eligible for special education and related services under the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*).

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the Charter School and the District do hereby agree as follows:

II. USE OF TERMS

The Parties agree that unless otherwise stated herein, for the purposes of this Agreement, the terms “Charter School” and “Non-Profit” may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.

III. PROVISION OF SPECIAL EDUCATION AND RELATED SERVICES

- A. It is the intent of the Parties that the Charter School shall be its own local educational agency (“LEA”), pursuant to California Education Code section 47641, subdivision (a). The Charter School has obtained membership as an independent LEA in the El Dorado County Office of Education (“SELPA”). The

Charter School has provided the District with verifiable written assurances that they have been accepted to participate as an LEA in the SELPA.

- B. The Charter School will serve as its own LEA for the purposes of special education, and as such, the Charter School is solely responsible, at its own expense, for ensuring that all children with disabilities enrolled in the Charter School receive special education and designated instruction and services in conformity with their individualized education programs and in compliance with the IDEA (20 U.S.C. § 1400 *et seq.*), its implementing regulations and all applicable state and federal law. (34 C.F.R. § 300.209(c); Ed. Code, § 47646(a).)

IV. TERM

The term of this Agreement shall be from the Effective Date to June 30, 2022. This Agreement may be amended by mutual written agreement of the Parties at any time. This Agreement is subject to termination during the term as permitted by law.

V. SECTION 504 OF THE REHABILITATION ACT OF 1973 AND THE AMERICANS WITH DISABILITIES ACT

The Parties agree that this Agreement is intended to address the responsibilities of the Parties with respect to the provision and financing of special education services under the IDEA and does not cover services or accommodations required under Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*), or under the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Charter School shall be solely responsible, at its own expense, for compliance with Section 504 and the ADA.

VI. INDEMNIFICATION, INSURANCE AND RISK MANAGEMENT

- A. The Non-Profit shall comply with the terms set forth in paragraph 13 of the Operational Memorandum of Understanding between Sacramento City Unified School District and the Non-profit dated June 1, 2017, which terms are incorporated as if fully set forth herein.
- B. The Non-Profit shall, for itself and the Charter School, comply with the terms set forth in paragraph 14 of the Operational MOU, which terms are incorporated as if fully set forth herein.

VII. MISCELLANEOUS PROVISIONS

- A. **Venue.** The validity of this Agreement and any of its terms or provisions as well as the rights and duties of the Parties shall be governed by the laws of the state of California, and venue shall lie only in Sacramento County Superior Court.
- B. **Modifications.** No modifications, amendments, changes, or variations or any

kind to this Agreement are authorized without written consent, evidenced by execution of an amendment by an authorized representative of each Party.

- C. **Interpretation.** The language herein shall be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all Parties shall be treated as equally responsible for such ambiguity.
- D. **Integrated 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, nor explained or supplemented by evidence of consistent additional terms. Each of the Parties acknowledges that no one has made any promise, representation or warranty whatsoever, express or implied, written or oral, not contained herein to induce them to execute this Agreement, and that this Agreement is not executed in reliance upon any such promise, representation or warranty.
- E. **Non-Assignability.** This Agreement may not be assigned by the Parties.
- F. **Binding Effect.** This Agreement is binding upon the successors and assigns of the Parties, subject to the non-assignability restrictions set forth in subsection E above.
- G. **Survival of Covenants.** Notwithstanding termination of the Agreement, the indemnification provisions shall survive and be fully enforceable notwithstanding the termination date of the Agreement.
- H. **Notices.** All notices required by this Agreement may be sent by United States mail; postage pre-paid, to the Parties as follows:

To the District at:

Sacramento City Unified School District
Attn: Jack Kraemer, Charter Department
5735 47th Avenue
Sacramento, CA 95824
Facsimile: (916) 399-2058
Email: jack-kraemer@scusd.edu

To Non-Profit and Charter School at:

St. HOPE Public Schools: St. HOPE Public School 7
Attn: Jake Mossawir
2315 34th Street
Sacramento, CA 95817
Facsimile: (916) 277-6370
Email: jmossawir@sthopepublicschools.org

Any notices required by this Agreement sent by facsimile transmission or electronic mail to the facsimile and electronic mail addresses above shall be considered received on the business day they are sent, provided they are sent during the receiving Party’s business hours and provided receipt is confirmed by telephone, facsimile, or electronic mail, and further provided the original is promptly placed into the United States mail, postage pre-paid, and addressed as indicated above.

- I. **Warranty.** Each person below warrants and guarantees that s/he is legally authorized to execute this Agreement on behalf of the designated entity and that such execution shall bind the designated entity to the terms of this Agreement.
- J. **Counterparts.** This Agreement may be signed in counterpart such that the signatures may appear on separate signature pages. Facsimile or photocopy signatures shall have the same force and effect as original signatures.
- K. **Ratification.** This Agreement shall not be effective until this Agreement has been ratified or approved by the governing boards of each of the Parties

Dated: _____

Jake Mossawir
President/CEO
St. HOPE Public Schools

Dated: _____

José L. Banda
Superintendent
Sacramento City Unified School District



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.1

Meeting Date: June 1, 2017

Subject: Ethnic Studies Update

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

Division: Academic Office/Youth Development Support Services

Recommendation: Board to hear the recommendation of the Academic Office to continue the implementation of the Ethnic Studies pilot for 2017-2018.

Background/Rationale: SCUSD implemented Year 1 of the Ethnic Studies pilot in 2016-2017 in alignment with the timeline of *Resolution 2845* which instated Ethnic Studies as a graduation requirement by 2020. The pilot was launched at Luther Burbank, C.K. McClatchy, and George Washington Carver high school serving about 325 students in 10 sections. Pilot teachers received 60 hours of professional development in 2015-2016 in preparation for this course. The course was developed as a collaboration between the SCUSD Student Advisory Council, CSUS Ethnic Studies faculty, SCUSD teachers, local ethnic studies scholars, and SCUSD community members. The team created an ethnic studies textbook developed specifically for high schools in Sacramento. Data from the course highlighted that students experienced substantial growth in positive identity development, critical thinking, and social emotional learning. Year 2 of the pilot will be launched in 2017-2018 at American Legion, Health Professions, C.K. McClatchy, Hiram Johnson, Luther Burbank, Rosemont, George Washington Carver, Kennedy and New Tech high schools and will serve approximately 1500 students.

Financial Considerations: \$57,803.32

LCAP Goal(s): College, Career, and Life-Ready Graduates

Documents Attached:

1. Executive Summary

Estimated Time of Presentation: 10 minutes

Submitted by: Matt Turkie, Asst. Supt. Curriculum & Instruction and
Mark Carnero, Ed.D. Specialist II,
Youth Development

Approved by: José L Banda, Superintendent

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



I. Overview of the Title

In 2014-2015, the SCUSD Student Advisory Council (SAC) conducted a youth participatory action research project which analyzed over 1000 student surveys and developed three youth led initiatives. The initiatives covered three topics including dress code, college preparation, and ethnic studies. As a result, the SAC students, in partnership with several community organizations and California State University Sacramento (CSUS) faculty, developed *Resolution 2845*, "Ethnic Studies Resolution." To establish an Ethnic Studies course in SCUSD to be piloted in the fall of 2015. On June 4, 2015, the SCUSD Board of Education unanimously voted to approve *Resolution 2845*.

The Ethnic Studies Pilot pushes forward SCUSD's stance on providing students with a diverse, inclusive, and innovative social science curriculum. The pilot course emphasizes skillset development in Common Core English Language Arts (ELA) and CA Social Science standards and supports acquisition of the evolving framework of competencies outlined in the SCUSD graduate profile. The course also advances SCUSD's position on creating a learning environment that welcomes different voices and perspectives into the classroom while providing narratives to better understand the experiences of all students and communities, especially those who have been historically marginalized. This course is especially important in today's socio-political atmosphere where many students and families are feeling targeted and discriminated against because of their racial and ethnic identities. The course also aligns with and supports other district initiatives with this focus such as the new *Safe Haven* project which promotes the protection of some of the most vulnerable scholars and families in SCUSD.

II. Driving Governance

SCUSD's decision to implement Ethnic Studies is grounded in a growing body of research that shows the benefits of such a course on student performance in multiple areas. Research conducted by Dee and Penner (2016) found that Ethnic Studies courses raised attendance by 21%, boosted GPA by 1.4 points, and raised credits earned by 23. These results are consistent with relevant research by Sleeter (2011; 2013) which argues that classes taught with culturally relevant curricula have shown to improve attendance and reduce overall drop-out rates. Importantly, in regards to SEL, other researchers have argued that educators who teach with a culturally responsive pedagogy and curricula have shown to improve the positive self-concepts of historically marginalized students (Gay, 2013).

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



In recent years, the state of California has adopted legislation that calls greater attention to the importance of Ethnic Studies. The FAIR Education Act (also known as Senate Bill 48) was signed into law in 2011. It requires that California public schools provide Fair, Accurate, Inclusive and Respectful representations of our diverse ethnic and cultural population in the grade K-12 history and social science curriculum. According to the FAIR Education Act, instruction in history/social science shall include the following ethnic and cultural populations in the teaching of California and United States history, specifically, the contributions of both women and men; Native Americans; African Americans; Mexican Americans; Asian Americans; Pacific Islanders; European Americans; Lesbian, gay, bisexual, and transgender Americans; persons with disabilities; and members of other ethnic and cultural groups, to the economic, political, and social development of California and the United States of America, with particular emphasis on portraying the role of these groups in contemporary society.

In addition, AB 2016, a bill created by Assembly Member Luis Alejo was approved by Governor Brown which stated "Existing law requires the State Board of Education, with the assistance of the Superintendent of Public Instruction, to establish a list of textbooks and other instructional materials that highlight the contributions of minorities in the development of California and the United States. Existing law establishes the Instructional Quality Commission and requires the commission to, among other things, recommend curriculum frameworks to the state board. AB2016 would require the Instructional Quality Commission to develop, and the state board to adopt, modify, or revise, a model curriculum in ethnic studies, and would encourage each school district and charter school that maintains any of grades 9 to 12, inclusive, that does not otherwise offer a standards-based ethnic studies curriculum to offer a course of study in ethnic studies based on the model curriculum."

Finally, HR 26 (2017) which is currently moving through CA state hearings will determine whether Ethnic Studies will be added into the graduation requirements for *all* high schools within CA. The resolution is being supported by many schools and organizations throughout the state and will be voted on in the coming months.

III. Budget

The budget and associated costs for Ethnic Studies was \$57,803.32 for the 2016/2017 school year. This included the cost of instructional materials and professional learning for teachers.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



IV. Goals, Objectives and Measures

In supporting the Ethnic Studies Pilot initiative, the goal of SCUSD is to create a more inclusive learning environment that is representative of the diversity of all of our students. It is our hope that with this new knowledge, our 9th grade students may move throughout their education with a more critical, knowledgeable, and empathetic lens. This course will help to develop students' skillsets in Common Core English Language Arts and History Standards while growing their capacity for Social-Emotional Learning. We believe that building these core foundational skills early in high school will strengthen our students as they move into college and career in the future. Our expectations are supported by current research about the effectiveness of Ethnic Studies courses.

The objectives of this course are to help students to: 1) develop positive self-images by exploring their stories, cultures and identities in a formal academic setting, 2) analyze in detail a series of events described in a text to bridge differences, and gain a greater cultural, historic and critical understanding of, and empathy for, a variety of cultures and experiences in the United States, 3) develop an understanding of key ethnic studies concepts, 4) determine the central ideas or information of a primary or secondary source; provide an accurate summary of how key events or ideas develop over the course of the text, 5) evaluate how men and women of color organized and enacted social change through political organization, mobilization, lawsuits and legislation, 6) determine why social justice movements formed and what contributions they made to America analyzing and citing primary sources, and finally 7) evaluate how intersectionality affects the social, economic and political power of individuals within their own ethnic group and in relation to other ethnic groups.

A multi-stage evaluation process for ethnic studies has been created to gauge both the perceptions of students and teachers before and after the implementation of the course. The evaluation process consists of both qualitative data and descriptive quantitative data. Multiple focus groups have been conducted with both teachers and students to better understand their experiences throughout the rollout of this course to improve future implementation at other schools. Since leading research suggests that ethnic studies courses may have positive impacts on items like attendance, GPA, and credits earned overtime, SCUSD plans to evaluate these specific components in the future.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



V. Major Initiatives

Course of Study Development

SCUSD Social Science pilot teachers worked in collaboration with CSUS College of Ethnic Studies and College of Education faculty, Sacramento Ethnic Studies Now Coalition staff, and various educators from neighboring districts including San Juan Unified School District and Elk Grove Unified School district to produce the ethnic studies pilot curriculum. The curriculum was created as a semester long course in replacement of Contemporary Global Issues, which serves as a first or second semester attachment to 9th grade Geography.

Ethnic Studies is an interdisciplinary course that uses a comparative and historical perspective to examine the languages, values, and voices of diverse groups within the United States. Using the skills and knowledge outlined in the Common Core Standards for ELA and CA History/Social Science standards, students investigate the practice of naming and being named, the intersection between ethnicity, culture, nationality, race, and gender, and the historic, economic and personal consequences of oppression and resistance. Students also learn how the social construction of identity is created, contested, and altered by historic and economic processes. Emphasis is placed on African-Americans, Asian/Pacific Islanders, Chicanos/Latinos, Native Americans and other ethnic groups in Sacramento and Northern California.

Selection and Development of Instructional Resources

The SAC in partnership with CSUS College of Ethnic Studies and College of Education put out a call for authorship to develop a custom textbook for this course. The editors of the text intentionally included the voices and narratives of SCUSD students and scholars in the field of ethnic studies. The instructional textbook used in the course was developed for a 9th grade level. The pilot text was tailored to represent the various student ethnic groups that comprise the district and its local communities. As the pilot progresses, the editors of the textbook will invite other students, teachers, and community to offer additional edits and contributions to improve the content of the materials. New editions of the text will be produced in conjunction with the growth and progression of the pilot.

Professional Learning for Teachers (and School Leaders)

All professional learning opportunities were contracted with the CSUS College of Ethnic Studies and College of Education. Specific faculty from each of these departments facilitated a total of 60 hours of professional development for each pilot teacher. 20 hours of professional development were offered in the spring and 40 hours were offered in the summer. The goal of these professional learning opportunities was to build the knowledge of pilot teachers, support

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Academic Office: Ethnic Studies Update

June 1, 2017



their work towards an ethnic studies pedagogy, and to align curriculum approaches from site to site. Pilot teachers from the 2016-2017 pilot will return in leadership roles to help train other teachers in upcoming implementation phases.

VI. Results

This information below highlights findings from two evaluation processes completed during the Ethnic Studies pilot year. The first section examines quantitative and qualitative pre-assessment data extrapolated from surveys and short interviews and the second section looks at qualitative post-assessment data taken from multiple focus groups.

Section 1 (Pre-Assessment Data)

SCUSD is currently in the preliminary stages of analyzing pre-assessment data gathered from some of our pilot students from the 2016-2017 year. This pre-assessment was used to explore the student's perceptions about race in specific regards to their own identity, family, neighborhood, community, and school experience. The pre-assessment consisted of 67 questions. The following descriptive data provided below gives an important snapshot of some of the key highlights from the student's pre-assessment. The pre assessment includes 209 respondents.

The following data reinforces the need for the Ethnic Studies pilot within our district: More than 33% of students reported that they sometimes get teased or bullied because of their race/ethnicity. About 68% of students feel that they experience more obstacles in their life because of their race/ethnicity. More than 50% of students feel that their personal safety is affected by their race/ethnicity. More than 48% of students reported that their family has never told them stories about being treated well because of their race/ethnicity. Close to 68% of students feel that that there are problems between students because of their race/ethnicity at their schools.

When students were asked to describe a time when you felt that race/ethnicity influenced others' actions towards you either positively or negatively they provided examples like the ones below:

- "I've had people look at me like I did something wrong just because of the color of my skin."
- "I had a negative moment when Donald Trump called Mexicans, immigrants, rapists, drug dealers, and he said he will build a wall on Mexico, so I knew Trump hates US/Mexicans."

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Academic Office: Ethnic Studies Update

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- “In high school, a boy called me a “beaner, illegal immigrant, wetback” because my family is Mexican.
- “Lots of people don’t believe that I’m mixed with Asian because of my mom being darker than other Asians, so times I have to prove to them that I really am, but the outcome comes to racial jokes and slurs coming from students in my class.”
- “I feel like just because I’m Mexican, people think that me and my family are less than everyone else and people make assumptions that we weren’t here or that my parents don’t have papers or don’t speak English...”

The major findings from this data concluded that many students have experienced race related interpersonal discrimination from peers at school and within their own community. The students included within this preliminary sample highlight the major issues related to race, ethnicity, and identity which still confound our society today. It is our hope that this course can create an environment where students have the ability to process and analyze the many institutions within our society that promote systemic racism and discrimination.

Section 2 (Post-Assessment Data)

In addition to pre-assessment surveys, SCUSD also conducted multiple focus groups with students. The data below is arranged by questions that were asked during focus group sessions. When asked, *What did you learn from this class*, student responses highlighted three major areas of focus: missing history, the impact of stereotypes, and taking lessons from the past. Representative examples of these areas are outlined below:

- “I learned that there is a lot of history that is they don’t tell us about...there are lot of stories about Black, Asian, Mexican, and Native people that I never knew about...like people of color go through a lot and have done a lot for this country but they don’t get mentioned...”
- “All the stereotypes that are used to make us look bad...make us look like criminals...or like ugly people...they are wrong...because of this class I know that people shouldn’t be treated certain ways because of the way they look...this class helped me to see that the negative images of minority groups are wrong...we are so much more than what they show us to be...”
- “I learned that even though we are divided...there’s been lots of ways that we work together in the past...those lessons are what give me hope that we can get past our differences you know?...I know now that we are more alike than we are different...we may look different on the outside but we share a lot of the same problems...and a lot of the same culture too.”

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Academic Office: Ethnic Studies Update

June 1, 2017



Students were also asked, *How did this class impact you?* An analysis of the data from this questions suggested that students were impacted in the following ways: empathy for others, understanding their social responsibility, and building a critical perspective on history.

Representative examples of this are highlighted below:

- “I didn’t know a lot about my classmates...it made me feel good to know that I wasn’t the only one who experienced all the racist stuff...sometimes you feel lonely you know? But like just hearing them share their stories and stuff...it made me feel like...they understood me too.”
- “I feel like I kinda talk a little different...or maybe just think before I talk about people more...I know that a lot of what we say about people is really kinda made up by racism...like I feel kinda guilty if I keep saying certain words if I know that they might hurt someone.”
- “it makes me think like...what is like the other side of the story?...like where are the other people who are left out?...where is their story? Not just like in history...but with all my classes...like where are the Mexican authors or Asian authors in English? Or like who are the Black scientists?...just kinda makes me think like there are other people that we leave out a lot so I kinda wanna ask my teachers like can we hear more about these other groups too?”

The final questions students were asked to engage with was, *What will you take into the future from this class?* Analysis of data taken from this question surfaced that students felt that they are taking a new respect for others and a social responsibility towards race relations. Examples of this are highlighted below:

- “I’ll always remember that I shouldn’t treat people based on stereotypes...you have to get to know people before you judge them or people that look like them.”
- “I know now that my history isn’t just slavery...we have done more...accomplished more in this country...even though they don’t tell us about it...I’m proud to be Black because our history is important...I know I matter...”
- “The idea that it is *my* responsibility...or like my generation’s responsibility to make sure that we fix the problems of the past...since we know that racism and discrimination happened...and like still happens...we shouldn’t let it happen again to other people...I wanna make sure I do my part...”

The voices of youth participating in the Ethnic Studies pilot course reflected in these data reveal the impact that the course is already having and its potential to have a more profound impact on students’ perspectives, self-perception, agency and identity.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



VII. Lessons Learned/Next Steps

SCUSD will continue the implementation of the Ethnic Studies Pilot initiative into the 2017-2018 school year. American Legion, Health Professions, C.K. McClatchy, Luther Burbank, Rosemont, Hiram Johnson, GW Carver, Kennedy and New Tech will be included in the 2nd phase of the pilot.

In this 2nd phase of implementation, SCUSD will continue to build and add more sections at each school site. There will be approximately 45 sections of Ethnic Studies offered in the 2017-2018 school year. The program will serve approximately 1485 students. 24 teachers will receive 60 hours of professional development in preparation for the school year. SCUSD will continue its partnership with the students, teachers, parents, community, and CSUS to ensure that the multiple voices and perspectives are included in the continued development of this course.

Lastly, SCUSD will continue to develop its evaluation of this course to measure how enrollment in this class affects items like attendance, GPA, credits earned overtime, and positive identity development. The evaluation of this data will serve in adding to the growing amount of research that highlights the effectiveness of ethnic studies courses on student engagement, achievement, and personal development.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



References

Dee, T., & Penner, E. (2016). The causal effects of cultural relevance: Evidence from an ethnic studies curriculum. *Stanford Center for Education Policy Analysis*. 16(1), 1-47. . Retrieved from Stanford Center for Education Policy Analysis: <http://cepa.stanford.edu/wp16-01>

Gay, G. (2013). *Culturally responsive teaching: Theory, research, and practice (multicultural education series) 2nd Edition*. New York: Teachers College.

Sleeter, C. E. (2011) *The academic and social value of ethnic studies*. Washington, DC: National Education Association.

Sleeter, C. E. (2013) Teaching for social justice in multicultural classrooms. *Multicultural Education Review* 5(2), 1-19.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



Appendix A:

Resolution 2845

- WHEREAS, Sacramento, CA is the 2nd most ethnically diverse city in the United States; and
- WHEREAS, Sacramento City Unified School District is the 4th most diverse school district in the United States; and
- WHEREAS, our students are 37% Hispanic or Latino, 17.4% Asian, 18% African American, 19% White, and 5.3% of students are two or more ethnicities and over 44 languages are spoken in our district; and
- WHEREAS, a high school curriculum that reflects the diversity of ALL students will best serve our students; and
- WHEREAS, only 1 of 13 high schools within our district offers ethnic studies; and
- WHEREAS, the CA statewide initiative AB101, an initiative that mandates that an A-G ethnic studies be made available at all high schools is in the appropriation stages in the California Department of Education; and
- WHEREAS, the California Teachers' Association (CTA) has publically declared their support for the AB101 ethnic studies initiative; and
- WHEREAS, El Rancho Unified School District, Los Angeles Unified School District, Montebello Unified School District, Santa Monica Unified School District, San Francisco Unified School District, Woodland Unified School District have written and approved, resolutions and board policies to adopt Ethnic Studies as a graduation requirement within their high schools; and
- WHEREAS, the goals of SEL (self-awareness, self-management, relationship skills, decision-making, and pro-social behaviors) could be supported through the implementation of an ethnic studies course; and
- WHEREAS research data shows that high school ethnic studies classes have reduced drop-out rates of students of color, raised graduation rates, reduced unexcused absences, boosted self-esteem, raised self-efficacy, increased academic engagement, and raised personal empowerment; and
- WHEREAS, close to 2500 signatures have been collected in support of this ethnic studies initiative from students, parents, teachers, and community members; and
- WHEREAS, our objective is to have all students learn to respect, accept, and love themselves and others.
- NOW, THEREFORE, BE IT RESOLVED that the Sacramento City Unified School District Board of Education construct, implement, and sustain an ethnic studies course as a high school graduation requirement.
- RESOLVED FURTHER, that an ethnic studies course modeled after an A-G approved course be developed and proposed by November 2015 and accepted by April 2016.

Board of Education Executive Summary

Academic Office: Ethnic Studies Update

June 1, 2017



- RESOLVED FURTHER, the first phase of ethnic studies courses will happen in three high schools, with phase two following at five additional high schools, and phase three following at the remaining high schools.
- RESOLVED FURTHER, prospective teachers for “Phase 1” will have comprehensive training, professional development, and certification options provided to them by the Sacramento State Ethnic Studies Teacher Training Credentialing Consortium by Spring 2016.
- RESOLVED FURTHER, that a funding plan be developed through the LCAP to ensure that the course and tools for its evaluation will be funded comprehensively in a manner and level commensurate with this recognized community need as a local priority.
- RESOLVED FURTHER, the ethnic studies curricula and teaching methods be evaluated on a semester to semester basis to make necessary improvements to ensure that its content be relevant, meaningful, and effective to properly address and support the recognized community need.
- RESOLVED FURTHER, a committee comprised of current social science teachers, current professors from CSU and UC ethnic studies departments, leaders of ethnic community organizations, A-G curricula specialists, and YOUTH, be established and utilized throughout the process of creating and evaluating this ethnic studies course.
- RESOLVED FINALLY, that the Sacramento City Unified School District Board of Education construct, implement, and sustain an ethnic studies course as a high school graduation requirement by 2020.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.2

Meeting Date: June 1, 2017

Subject: Parent Teacher Home Visits, EOY Update

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

Division: Family and Community Empowerment (FACE)

Recommendation: N/A

Background/Rationale: Update regarding Parent Teacher Home Visits (PTHV) in Sacramento City Unified School District

Financial Considerations: N/A

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

None

Estimated Time of Presentation: 5 minutes

Submitted by: Tu Carroz, Area Assistant Superintendent and
Lysette Lemay, Sacramento Project Coordinator

Approved by: José L. Banda, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.3

Meeting Date: June 1, 2017

Subject: Second Draft LCAP 2017-2020

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: June 28, 2017)
- Conference/Action
- Action
- Public Hearing

Division: Technology and Innovation Office

Recommendation: Receive information on the revisions to the first draft LCAP.

Background/Rationale: The district's Local Control and Accountability Plan (LCAP) provides details of goals, actions and expenditures to support student outcomes and overall performance, pursuant to Education Codes §52060 and 52066.

Financial Considerations: None

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

Documents Attached:

1. Executive Summary
2. [Second Draft LCAP](#)

<p>Estimated Time of Presentation: 10 minutes</p> <p>Submitted by: Elliot Lopez, Chief Information Officer Cathy Morrison, LCAP/SPSA Coordinator Liberty VanNatten, Program Evaluation Coordinator Sara Pietrowski, Student Outcomes Coordinator</p> <p>Approved by: José Banda, Superintendent</p>
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I. OVERVIEW / HISTORY

In July 2013, the state Legislature approved a new funding system for all California public schools. This new funding system, Local Control Funding Formula (LCFF), requires that every Local Education Agency write a Local Control and Accountability Plan (LCAP). The 2016-17 school year represents the third year of LCFF implementation. The current new LCAP template is designed by the California State Board of Education to be a static three year plan, representing the years 2017-2020.

II. DRIVING GOVERNANCE

The Local Control Funding Formula (LCFF) seeks to ensure continuous improvement in the performance of schools across the state's eight priorities, plus other priorities identified locally. The eight priorities include student achievement, student engagement, school climate, parent involvement, provision of basic services, curriculum access, and implementation of the California State Standards.

According to California Education Code §52060, on or before July 1, annually, the Governing Board of each school district shall adopt a Local Control and Accountability Plan (LCAP) using a template adopted by the State Board of Education, effective for three years with annual updates. It will include the district's annual goals for all students and for each significant student group in regard to the eight state priorities and any local priorities, as well as the plans for implementing actions to achieve those goals.

Meaningful engagement is critical to the LCAP process, targeting parents, students, and other stakeholders, especially parents and caregivers of students who are low income, English learners, foster and homeless youth. Education Code sections 52060(g), 52062, and 52063 specify the minimum requirements for school districts.

III. BUDGET

Funds provided through the state's Local Control Funding Formula represent approximately 65% of the district's total revenue.

IV. GOALS, OBJECTIVES, AND MEASURES

The 2017-20 second draft LCAP reflects:

- Alignment with the updated State budget provided by the Governor's May Revision;
- Actions, services and expenditures planned at each school site using LCFF funds allocated in the Single Plan for Student Achievement;
- Incorporation of advice provided by Sacramento County Office of Education on the new LCAP template.



V. MAJOR INITIATIVES

The LCAP provides details and resource allocation for the work of the school district as it actualizes the vision of the Strategic Plan. The state's new accountability system, the California School Dashboard, provides information that helps districts identify areas of progress, need and performance gaps. The new LCAP template requires districts to respond to the ratings provided on the California School Dashboard.

The LCAP is intended to foster a cycle of continuous improvement, beginning with a defined cycle of data inquiry, tied to processes of authentic stakeholder engagement. The community can hold schools and districts accountable for setting the right goals, using resources equitably and wisely, and supporting improvement in educational outcomes for all students.

VI. RESULTS

The district shared the first draft LCAP from May 1 – 31 in order to receive community feedback in advance of the Public Hearing June 15, 2017. Feedback was gathered through surveys, the LCAP parent advisory committees, bargaining partners, Executive Cabinet and other standing committees. As of May 24, we have collected nearly 1,000 surveys.

The LCAP Parent Advisory Committee and the LCAP English Learner Parent Advisory Committee (a subcommittee of the District English Learners Advisory Committee) will provide written comments to the Superintendent. The Superintendent will respond in writing to these comments prior to the Public Hearing, and will consider all comments from stakeholders.

The second draft feedback cycle from June 1 – 15 will solicit community response to the updated document. The resultant LCAP document will be the comprehensive planning tool that will guide the district's work for the next three years.

VII. NEXT STEPS

- Feedback on the second draft LCAP will be requested between June 1-15, 2017.
- The LCAP parent advisory committees (LCAP PAC and EL PAC on behalf of the DELAC) will receive a response to their comments and questions in writing prior to the Public Hearing.
- Sacramento County Office of Education will review the draft to provide technical assistance on use of the template, completion of required prompts, etc.
- A revised draft will be read at the LCAP Public Hearing during the June 15, 2017 Board meeting.
- The LCAP for 2017-20 will be adopted at the June 28, 2017 board meeting and forwarded to the Sacramento County Office of Education prior to July 1, 2017.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.4

Meeting Date: June 1, 2017

Subject: 2017-2018 Governor's May Revision Update

- 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: Receive information on the Governor's May Revision Budget Proposal for Fiscal Year 2017-2018 for actions required to effectively balance the 2017-2018 and 2018-2019 budgets.

Background/Rationale: The budget cycle is an evolutionary process that is refined as new information becomes available. As the district executes the current year budget, the process to develop the budget for the next fiscal year begins. The first event of the new budget cycle is the presentation of the Governor's Proposed Budget that becomes public in January of each year. The 2017-18 budget will be based on the Governor's May Revise Budget. Staff attended a conference on May 17, 2017 to learn the details of the Governor's Proposal and present updated information to the Board. The LCAP and budget must align.

Financial Considerations: N/A

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Executive Summary

Estimated Time of Presentation: 10 minutes

Submitted by: Gerardo Castillo, CPA, Chief Business Officer

Approved by: José L. Banda, Superintendent

Board of Education Executive Summary

Business Services

May Revision and Budget Workshop for 2017-18

June 1, 2017



I. OVERVIEW/HISTORY:

Governor Jerry Brown released the May Revision 2017-18 proposed State Budget on Thursday, May 11th, 2017. Staff attended the May Revision Workshops on May 17th and 22nd, 2017 and the majority of this executive summary is from what staff learned at these workshops. The May Revision represents the final statutory opportunity for the Governor to update his economic projections prior to enactment of the State Budget in June. Sacramento City USD will develop the 2017-18 Budget based on the May Revision.

Governor Jerry Brown's May Revision paints a somewhat brighter fiscal picture than what he offered in his January Budget proposal. However, he noted that the state has increased spending by billions of dollars over the last several years, especially for education. He warned that we're starting to press the envelope with regard to the length of our current economic recovery, noting that the longest recovery on record is ten years, and we're now in our eighth year of growth. He emphasized exercising fiscal restraint due to this looming recession and pressures from Washington D.C. He cautioned that if the American Health Care Act ("Trumpcare"), or a similar bill were to become law, it would cost California billions of dollars.

He stressed that he did not want to return to the practices of prior Administrations in which new programs were added during the good times but have "the rug pulled out" from people receiving these services when the economy turned south. Without predicting such a recession, he stated that the Department of Finance (DOF) has forecast a \$55 billion revenue shortfall over three years even with a recession of "moderate intensity."

The largest part of the District's revenues is from Local Control Funding Formula (LCFF); therefore we will review this funding source in more detail.

As a reminder, the main premises of the LCFF when it was introduced were as follows:

- Restoration of precession purchasing power to the 2007-08 level by 2020-21
- Redistribution of funding among LEA's to fund additional services to targeted students and closed the achievement gap
- Greater Local control over programs and resources

Board of Education Executive Summary

Business Services

May Revision and Budget Workshop for 2017-18

June 1, 2017



Because of increase costs for California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), special education, transportation and other nondiscretionary spending, it appears that purchasing power will not be fully restored. As funding increases slow down, LEAs are finding that "local control" of budget cuts is difficult.

The hope for higher revenues has not materialized in the current year as previously projected. However, while not at the level that education has experienced in the past, revenue projections for 2017-18 are once again up as part of the May Revision in comparison to the Governor's January Budget. While the Governor continues to stress the likelihood of a recession in the near future, the forecast does not project a recession and in fact reflects continued growth over the next four years.

This is great news for Sacramento City Unified School District (SCUSD), especially since SCUSD was in a budget reduction mode from 2002-03 school year thru 2013-14. During these years, the district reduced expenditures, enhanced revenues, or used one-time funds for a total of \$150 million dollars to maintain balanced budgets. FY 2014-15 was the first year in several years that SCUSD did not incur reductions, and the first time since FY 2007-08 that positive certification was presented to Sacramento County Office of Education. Maintaining a positive certification requires fiscal discipline. The majority of the increased revenues during the last couple of years have been used to reinstate programs and positions previously cut.

The Governor's message is to plan for the effects of the next recession, whenever it may be. Governor Brown highlighted last month revenues and year-to-date weak sales tax receipts, which he estimates at \$1.2 billion below January projections.

The key points of the Governor's Budget are provided below:

- While Proposition 98 funding continues to rise, the rate of increase is much lower than it has been experience over the last few years.
- The May Revision once again reflects higher revenues for 2017-18 than the January Budget, but with a twist. LEA's are not expected to receive the one-time revenues until May 2019.
- One-time funds will be allocated to LEA's only if State meets targets. SCUSD cannot plan on these funds because conditions must first be met.
- The COLA increases to 1.56% in the May Revision compared to 1.48% at the Governor's January Budget.

Board of Education Executive Summary

Business Services

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- The Budget proposes a Proposition 98 guarantee of nearly \$1.4 billion in additional funding allocated through the Local Control Funding Formula (LCFF), up \$661 million from the January Budget proposal.
- Reminder: LCFF is designed to distribute additional funds to all school districts over time, but with particular emphasis on improving the level of support for English Learners, Foster Youth, and students in poverty. The implementation plan for LCFF continues to assume that it will be fully funded by 2020-21.
- The Department of Finance staff estimates that the additional funding proposed in the budget will eliminate 43.97% of the remaining gap between the 2017-2018 funding level and the LCFF funding target for each school district.
- The K-12 COLA is 1.56% for 2017-18 and it is applied to the LCFF based on base grade spans as follows:

Grade Span	2016-17 Base Grant Per ADA	1.56% COLA	2017-18 Base Grant Per ADA
K-3	\$7,083	\$110	\$7,193
4-6	\$7,189	\$112	\$7,301
7-8	\$7,403	\$115	\$7,518
9-12	\$8,578	\$134	\$8,712

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- Categorical programs outside of the LCFF will see a 1.56% COLA increase and include Special Education, Child Nutrition, Child Development, Foster Youth and Preschool. As costs continue to rise, these programs will see adjustments only for COLA.
- The May Revision proposes an increase of \$750 million in one-time discretionary funds compared to January.
- At the January Governor's Budget Proposal, we were estimating about \$48 per ADA in one-time funds. The May Revision shows an increase of \$170 per ADA. This is a one-time increase equivalent to about \$4.7 Million for SCUSD. But, the Governor proposes to hold off releasing the funds until May 2019. SCUSD will not book it for 2017-18 Budget.
- Funds can be used for any one-time expenditure as determined by the Board.

Special Education:

- The Governor's 2017-18 May Revision includes funding to pay for the small increase in the statutory COLA for special education.
- The COLA is now estimated to be 1.56%, up from the 1.48% projected in the Governor's January proposal.
- The estimated rate is \$8.31 per ADA.
- Negligible funding increases to mental health and out-of-care funding.
- The Governor states that his office will, "spend additional time in the coming months examining these issues to chart a path forward that will maximize resources to serve students while increasing transparency and accountability."

Career Technical Education:

- The Governor's 2017-18 May Revision does not provide any additional funding for Career Technical Education (CTE) from what was proposed in the January Budget.
 - The January Budget proposal includes the final installment of \$200 million for the three-year program that began in 2015.

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Business Services

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- This continues a planned reduction of \$100 million from the 2016-17 funding level.
 - Local matching grant requirement for 2017-18 is \$2 for every \$1 provided by the state.
 - School districts will be responsible for maintaining programs from their LCFF funding going forward.
- The Assembly Budget Subcommittee on Education has recommended a joint Education and Budget Subcommittee hearing in the fall of 2017 to discuss the future of CTE.

Child Care and State Preschool

- The May Revision includes funding to provide nearly 3,000 additional full-day state preschool slots as agreed to in last year's State Budget.
- Clarifying intent with the Governor's January proposal to promote alignment between State Preschool and Transitional Kindergarten programs, the May Revision specifies that:
 - Higher ratios can be used when a teacher is credentialed and has 24 Early Childhood Education (ECE) credits.
 - The authority to be exempt from Title 22 commences on July 1, 2018.
 - Children with special needs above the income ceiling can only be enrolled after all other eligible three- and four-year-olds are enrolled.

Teacher Workforce

- The 2016-17 Enacted Budget included investments to recruit new teachers and streamline teacher preparation programs.
- The programs included funding for:
 - Integrated Bachelor of Arts and credential programs
 - Programs that assist classified staff interested in becoming teachers to earn their teaching credentials

Board of Education Executive Summary

Business Services

May Revision and Budget Workshop for 2017-18

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- State recruitment campaign
- While we await details, the May Revision proposes to leverage the flexibility of the ESSA and calls for the use of federal dollars to further last year's efforts.

Federal Every Student Succeeds Act

The Education Programs that SCUSD expects to have for 2017-18 are:

Title I: Support for low-income students. A reduction of about 7%

Title II: Professional development. A reduction of about 5% (Trump Administration proposal eliminates for 2018-19).

Title III: Support for English learners. A reduction of about 5%

Title IV: 21st Century Community Learning Centers. A competitive grant that will not continue for 2017-18 (Trump Administration proposal eliminates for 2018-19).

Pension Cost

- Employer costs for retirement benefits for both the California State Teachers' Retirement System (CalSTRS) and California Public Employees' Retirement System (CalPERS) are projected to nearly double over the next several years.
 - CalSTRS - From 8.25% in 2013-14 to 19.1% in 2020-21
 - CalPERS - From 11.442% in 2013-14 to 28.2% in 2023-2024
- No new funding to address the increased district costs for retirement and more than 25% of the new LCFF is used to cover pension cost increases.

Overall, we are satisfied that there are no budget cuts for education included in the Governor's May Revision. Funding is however only part of the equation, declining enrollment, increased operating expenses and uncertain future state resources are the key issues facing the Sacramento City Unified School District. The development of future budgets will be influenced by external variables such as the State Budget and enrollment changes. Internal factors of compensation and number of employees must be commensurate with the number of students. Sacramento City Unified School District must be vigilant in monitoring all expenditures to avoid fiscal distress.

Board of Education Executive Summary

Business Services

May Revision and Budget Workshop for 2017-18

June 1, 2017



II. DRIVING GOVERNANCE:

- Education Code section 42130 requires the Superintendent to submit two Interim Reports to the Board of Education during each fiscal year. The first report shall cover the financial and budgetary status of the district for the period ending October 31. The second report shall cover the period ending January 31. All reports required shall be in a format or on forms prescribed by the Superintendent of Public Instruction.
- Education Code section 42131 requires the Board of Education to certify, in writing, whether the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the future fiscal year. Certifications shall be based on the Board's assessment of the district budget. Certifications shall be classified as positive, qualified or negative. This education code section also outlines the role of the County Office of Education.
- Education Code section 42127 requires the Governing Board of each school district to adopt a budget on or before July 1. The budget to be adopted shall be prepared in accordance with Education Code section 42126. The adopted budget shall be submitted to the County Office of Education. The County Office of Education determines if the district will be able to meet its financial obligations during the fiscal year and ensures a financial plan that will enable the district to satisfy its multiyear financial commitments.

III. BUDGET:

Budget projections remain extremely fluid at this point in terms of the budget process. The Governor's Budget Proposals do not mark the end of the Budget cycle—they mark the beginning. The Legislature will have a lot to say about the Governor's priorities. This would be the fourth year in a row that the Governor has made public education his highest priority. The Legislature will push for improvements in other areas of the Budget, especially due to the Federal Reduction such as Medicare.

IV. GOALS, OBJECTIVES AND MEASURES:

Maintain a balanced budget for 2017-2018 and continue to follow the timeline to ensure a balanced 2018-2019 budget and beyond.

Board of Education Executive Summary

Business Services

May Revision and Budget Workshop for 2017-18

June 1, 2017



V. MAJOR INITIATIVES:

- Support implementation of LCFF and the LCAP process.
- Fiscal stability for 2017-18, 2018-2019 and outlying years.
- Focus expenditures to provide the best possible academic outcome.

VI. RESULTS:

Required Board actions will take place in order to ensure a balanced Adopted Budget is in place on or before July 1, 2017.

VII. LESSONS LEARNED/NEXT STEPS:

- Follow the approved calendar with adjustments made as necessary.
- Continue to monitor the State Budget and its impact on the district finances.
- Meet and communicate with Board, Community, bargaining unit partners.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.5

Meeting Date: June 1, 2017

Subject: Approval of Facilities Committee Recommendation for the Use of Clayton B. Wire

- 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 the Facilities Committee recommendation to allow Asian Resources, Inc. to serve as the anchor tenant at CB Wire closed school site.

Background/Rationale: There continues to be an interest by the District and community to maintain a presence at our remaining closed school sites.

Financial Considerations: To be negotiated.

LCAP GOAL(s): Family and Community Empowerment

Documents Attached:

1. Executive Summary

Estimated Time of Presentation: 5 minute presentation

Submitted by: José L. Banda, Superintendent
Cathy Allen, Chief Operations Officer
Facilities Support Services

Approved by: José L. Banda, Superintendent



I. OVERVIEW / HISTORY

On February 21, 2013, SCUSD’s Board of Education voted to close seven chronically under-enrolled elementary schools effective the fall of 2013. Since 2013 the District has reopened or found other uses/tenants for five of the seven sites. Currently, CP Huntington and CB Wire have limited use, primarily for District storage, the Supper Kitchen, child care services and professional development uses.

SCUSD recently published a Request for Proposals (RFP) for the CB Wire site to gauge interest in non-profits occupying the site. On Monday, May 22, 2017 the Facilities Committee reviewed five proposals received from the following entities:

1. Asian Resources
2. El Paraiso
3. Cress Center School of Education
4. Sojourner Truth Multicultural Museum
5. Instituto Mazatlan Bellas Artes (IMBA) de Sacramento

All five respondents received favorable remarks from the Facilities Committee and provide valuable services to students and the community. The Facilities Committee is recommending that Asian Resources, Inc. (ARI) be approved as the ‘anchor tenant’ at CB Wire with the understanding that ARI would work with other interested non-profits and the District to determine the feasibility of housing multiple non-profits at the site.

II. DRIVING GOVERNANCE

Board Policy 3280
Education Codes 17387 through 17391

III. BUDGET

To be determined.

IV. GOALS, OBJECTIVES AND MEASURES

Continue District efforts to identify suitable non-profits to occupy identified vacant sites to provide services to SCUSD students, families and the community.

V. MAJOR INITIATIVES

N/A

VI. RESULTS

Board of Education Executive Summary

Facilities Support Services

Approval of Facilities Committee Recommendation

For Use of CB Wire

June 1, 2017



Upon review of the Facilities Committee, Asian Resources, Inc. is the recommended 'anchor tenant' at CB Wire.

VII. NEXT STEPS

Staff to present a Joint Occupancy Agreement between SCUSD and ARI at the June 15, 2017 Board meeting for consideration.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.6

Meeting Date: June 1, 2017

Subject: Revision to Board Policy 1312.3 Uniform Complaint Procedures

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: 6/15/17)
- Conference/Action
- Action
- Public Hearing

Division: Human Resources Department

Recommendation: Approve Revision to Board Policy 1312.3 Uniform Complaint Procedures

Background/Rationale: Federal and state laws require the California Department of Education (CDE) to monitor implementation of categorical programs operated by local educational agencies (LEAs). As part of Federal Program Monitoring (FPM), the Uniform Complaint Procedures are reviewed by CDE. The results of the review require that we revise the Board Policy 1312.3 to include “Compensatory Education”, “Every Student Succeeds Act / No Child Left Behind”, “Tobacco - Use Prevention Education”, “Agricultural Vocational Education”, “American Indian Education Centers and Early Childhood Education Program Assessments”, “Bilingual Education”, “California Peer Assistance and Review Programs for Teachers”, “Career Technical and Technical Education”, “Career Technical and Technical Training”, “Career Technical Education”, “Economic Impact Aid”, “School Safety Plans”, and “State Preschool”. When the Board Policy is approved, SCUSD will have complied with CDE/FPM review requirements.

Financial Considerations: None

LCAP Goal(s): College and Career Ready Graduates; Clean, Healthy and Safe Learning Environment; and Family & Community Empowerment

Documents Attached:

1. Executive Summary
2. Revised red-line version of the Board Policy 1312.3
3. Clean version of the Board Policy 1312.3

Estimated Time of Presentation: N/A

Submitted by: Cancy McArn, Chief Human Resources Officer
Christina Villegas, Director, Human Resources

Approved by: José L Banda, Superintendent

Board of Education Executive Summary

Human Resource Services Department

Revised Board Policy 1312.3 Uniform Complaint Procedures

June 1, 2017



I. OVERVIEW / HISTORY

A Uniform Complaint Procedures (UCP) complaint is a complaint alleging unlawful discrimination, harassment, intimidation and/or bullying and/or complaints alleging violation of state or federal laws governing educational programs or regulation. This board policy provides the framework for processing Uniform Complaint

School districts that receive funding for certain programs are required to use the UCP process to help identify and resolve unlawful discrimination and alleged violations of certain federal and state laws.

In April 2017, the Department of Education notified the District of its findings and after the Federal Program Monitoring (FPM) review concluded, which includes Uniform Compliance Procedures as a focus, there was the need to revise existing Board Policy which was identified.

II. DRIVING GOVERNANCE

The Human Resource Services Department along with the State and Federal Department and Legal Services Department, have incorporated the policy updates identified in the FPM review. In November 2016, the first revised policy was moved forward for Board approval.

III. BUDGET

No funds have been identified at this time to implement the revised policy.

IV. GOALS, OBJECTIVES, AND MEASURES

The goal of the revised Uniform Complaint Procedures Policy is to ensure that all required revisions, as directed by the Department of Education, are reflected in existing policy. These updates include specific guidelines regarding investigative reports, complainants' responsibility in complaint investigations, and complaint appeal procedures.

V. MAJOR INITIATIVES

School districts that receive state or federal funding are responsible for ensuring compliance with applicable state and federal laws regarding the investigation of allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs. Failure to comply with these regulations could result in the reduction or elimination of categorical funding.

VI. RESULTS

The proposed revised policy will update UCP guidelines and procedures in accordance with the CA Department of Education's FPM 2017 review.

Board of Education Executive Summary

Human Resource Services Department

Revised Board Policy 1312.3 Uniform Complaint Procedures
June 1, 2017



VII. LESSONS LEARNED / NEXT STEPS

- Updates will be shared with employees, students, parents/guardians, advisory committees and other interested parties (e.g. Adult Education).
- Update District's Uniform Complaint Procedures website page.
- Update Complaint/Investigatory Training modules for administrators and management staff.

Sacramento City USD

Board Policy

Uniform Complaint Procedures

BP 1312.3

Community Relations

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, after school education and safety programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, special education programs, consolidated categorical aid programs, **compensatory education, Every Student Succeeds Act / No Child Left Behind, tobacco - use prevention education, Agricultural Vocational Education, American Indian Education Centers and Early Childhood Education Program Assessments, Bilingual Education, California peer assistance and review programs for teachers, Career technical and technical education, career technical and technical training, Career technical education, Economic impact aid, School Safety Plans, State Preschool, and any other district-implemented program which is listed in Education Code 64000(a) (5 CCR 4610).**

(cf. 3553 - Free and Reduced Price Meals)
(cf. 3555 - Nutrition Program Compliance)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6178.2 - Regional Occupational Center/Program)
(cf. 6200 - Adult Education)

2. Any complaint alleging the occurrence of unlawful discrimination (such as

discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in district programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

3. Any complaint alleging district noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222)

(cf. 5146 - Married/Pregnant/Parenting Students)

4. Any complaint alleging district noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 - Fees and Charges)
(cf. 3320 - Claims and Actions Against the District)

5. Any complaint alleging district noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

If the district finds merit in pupil fees, LCAP, and/or a Course Period without Educational Content complaint, the district shall provide a remedy. Specifically, in Course Period without Education Content the remedy shall go to the affected pupil. In LCAP and pupil fee complaints, the remedy shall go to all affected pupils, parents and guardians, which in the case of pupil fees, also includes reasonable efforts by the district to ensure full reimbursement to all affected pupils, parents and guardians subject to procedures established through regulations adopted by the Board.

(cf. 0460 - Local Control and Accountability Plan)

6. Any complaint, by or on behalf of any student who is a foster youth, alleging district noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the district's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or district, school transfer, or the

grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173.1 - Education for Foster Youth)

7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, alleging district noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or district or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)

8. Any complaint alleging district noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3)

(cf. 6152 - Class Assignment)

9. Any complaint alleging district noncompliance with the physical education instructional minutes requirement for students in elementary school (Education Code 51210, 51223)

(cf. 6142.7 - Physical Education and Activity)

10. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

11. Any other complaint as specified in a district policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment,

intimidation, or bullying), the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints in accordance with applicable law and district policy.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
48985 Notices in language other than English
49010-49013 Student fees
49060-49079 Student records
49490-49590 Child nutrition programs
52060-52077 Local control and accountability plan, especially
52075 Complaint for lack of compliance with local control and accountability plan requirements
52160-52178 Bilingual education programs
52300-52490 Career technical education
52500-52616.24 Adult schools
52800-52870 School-based program coordination
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs
7301-7372 Title V rural and low-income school programs
12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 20
1221 Application of laws
1232g Family Educational Rights and Privacy Act
1681-1688 Title IX of the Education Amendments of 1972
6301-6577 Title I basic programs
6801-6871 Title III language instruction for limited English proficient and immigrant students
7101-7184 Safe and Drug-Free Schools and Communities Act
7201-7283g Title V promoting informed parental choice and innovative programs
UNITED STATES CODE, TITLE 42
2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
106.9 Notification of nondiscrimination on basis of sex
110.25 Notification of nondiscrimination on the basis of age

Management Resources:

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

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

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

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

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

revised: June 7, 2007

revised: October 6, 2011

revised: May 2, 2013

revised: June 19, 2014

revised: November 20, 2014

revised: November 3, 2016

Sacramento City USD

Board Policy

Uniform Complaint Procedures

BP 1312.3

Community Relations

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, after school education and safety programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, special education programs, consolidated categorical aid programs, compensatory education, Every Student Succeeds Act / No Child Left Behind, tobacco - use prevention education, Agricultural Vocational Education, American Indian Education Centers and Early Childhood Education Program Assessments, Bilingual Education, California peer assistance and review programs for teachers, Career technical and technical education, career technical and technical training, Career technical education, Economic impact aid, School Safety Plans, State Preschool, and any other district-implemented program which is listed in Education Code 64000(a) (5 CCR 4610).

(cf. 3553 - Free and Reduced Price Meals)
(cf. 3555 - Nutrition Program Compliance)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5148 - Child Care and Development)
(cf. 5148.2 - Before/After School Programs)
(cf. 6159 - Individualized Education Program)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6178.2 - Regional Occupational Center/Program)
(cf. 6200 - Adult Education)

2. Any complaint alleging the occurrence of unlawful discrimination (such as

discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in district programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

3. Any complaint alleging district noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student (Education Code 222)

(cf. 5146 - Married/Pregnant/Parenting Students)

4. Any complaint alleging district noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 - Fees and Charges)
(cf. 3320 - Claims and Actions Against the District)

5. Any complaint alleging district noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

If the district finds merit in pupil fees, LCAP, and/or a Course Period without Educational Content complaint, the district shall provide a remedy. Specifically, in Course Period without Education Content the remedy shall go to the affected pupil. In LCAP and pupil fee complaints, the remedy shall go to all affected pupils, parents and guardians, which in the case of pupil fees, also includes reasonable efforts by the district to ensure full reimbursement to all affected pupils, parents and guardians subject to procedures established through regulations adopted by the Board.

(cf. 0460 - Local Control and Accountability Plan)

6. Any complaint, by or on behalf of any student who is a foster youth, alleging district noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the district's educational liaison to the student, the award of

credit for coursework satisfactorily completed in another school or district, school transfer, or the grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173.1 - Education for Foster Youth)

7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, alleging district noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or district or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)

8. Any complaint alleging district noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3)

(cf. 6152 - Class Assignment)

9. Any complaint alleging district noncompliance with the physical education instructional minutes requirement for students in elementary school (Education Code 51210, 51223)

(cf. 6142.7 - Physical Education and Activity)

10. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

11. Any other complaint as specified in a district policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for

any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints in accordance with applicable law and district policy.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
48985 Notices in language other than English
49010-49013 Student fees
49060-49079 Student records
49490-49590 Child nutrition programs
52060-52077 Local control and accountability plan, especially
52075 Complaint for lack of compliance with local control and accountability plan requirements
52160-52178 Bilingual education programs
52300-52490 Career technical education
52500-52616.24 Adult schools
52800-52870 School-based program coordination
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs
7301-7372 Title V rural and low-income school programs
12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

6301-6577 Title I basic programs

6801-6871 Title III language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act

7201-7283g Title V promoting informed parental choice and innovative programs

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on the basis of age

Management Resources:

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

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

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

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

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: November 16, 1998 Sacramento, California

revised: June 7, 2007

revised: October 6, 2011

revised: May 2, 2013

revised: June 19, 2014

revised: November 20, 2014

revised: November 3, 2016

DRAFT



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 13.1

Meeting Date: June 1, 2017

Subject: Business and Financial Information

- 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: Receive business and financial information.

Background/Rationale:

- Enrollment and Attendance Report for Month 8 Ending April 28, 2017

Financial Considerations: Reflects standard business information.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Enrollment and Attendance Report for Month 8 Ending April 28, 2017

Estimated Time: N/A

Submitted by: Gerardo Castillo, CPA, Chief Business Officer

Approved by: José L. Banda, Superintendent

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 TRADITIONAL SCHOOLS

ELEMENTARY TRADITIONAL	REGULAR ENROLLMENT			Special Education Grades K-6	TOTAL MONTH END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE		
	Kdgn	Grades 1-3	Grades 4-6				2016-2017 Actual Attendance	Cum Attd Days /147 2016-2017	PERCENTAGE 2016-2017
Abraham Lincoln Elementary	72	210	196	7	485	93.35%	451.42	93.74%	
Alice Birney Waldorf-Inspired K8	80	175	179	0	434	95.29%	413.92	95.01%	
Bret Harte Elementary	24	101	125	38	288	93.42%	268.99	93.77%	
Caleb Greenwood	72	239	183	6	500	96.10%	474.13	95.94%	
Camellia Basic Elementary	70	187	189	13	459	97.41%	448.10	97.55%	
Capital City School	6	24	41	0	71	95.99%	46.41	96.55%	
Caroline Wenzel Elementary	41	104	113	54	312	94.79%	289.95	94.16%	
Cesar Chavez ES	0	0	381	15	396	94.77%	377.57	95.08%	
Crocker/Riverside Elementary	93	279	293	0	665	96.37%	640.72	96.64%	
David Lubin Elementary	87	216	227	30	560	94.30%	526.23	94.39%	
Earl Warren Elementary	47	182	215	15	459	96.55%	445.67	96.36%	
Edward Kemble Elementary	162	376	0	10	548	93.93%	516.95	94.26%	
Elder Creek Elementary	95	323	355	0	773	95.54%	736.31	95.78%	
Ethel I Baker Elementary	117	295	318	0	730	93.47%	665.71	93.54%	
Ethel Phillips Elementary	69	215	225	24	533	93.52%	500.42	94.19%	
Father Keith B Kenny K-8 School	70	166	134	0	370	93.28%	340.80	93.42%	
Genevieve Didion Elementary	70	201	210	14	495	96.34%	480.81	96.97%	
Golden Empire Elementary	72	237	261	16	586	96.46%	565.79	96.60%	
H W Harkness Elementary	68	142	150	14	374	95.28%	353.31	95.37%	
Hollywood Park Elementary	47	140	122	43	352	94.75%	331.01	95.04%	
Home/Hospital	13	27	67	9	116	100.00%	26.94	100.00%	
Hubert H. Bancroft Elementary	95	157	193	26	471	94.39%	450.50	94.49%	
Isador Cohen Elementary	35	107	103	7	252	93.19%	237.04	94.04%	
James W Marshall Elementary	54	162	186	24	426	95.36%	403.74	95.69%	
John Bidwell Elementary	44	137	160	10	351	95.64%	337.11	95.61%	
John Cabrillo Elementary	46	140	153	52	391	92.95%	358.76	93.69%	
John D Sloat Elementary	45	85	88	21	239	93.06%	227.05	93.45%	
John H. Still K-8	99	280	249	15	643	92.62%	622.40	93.46%	
John Morse Therapeutic Center	0	0	0	36	36	90.91%	32.65	91.78%	
Leataata Floyd Elementary	54	151	117	20	342	93.43%	321.82	93.20%	
Leonardo da Vinci K - 8 School	119	279	279	39	716	97.38%	696.30	97.01%	
Mark Twain Elementary	48	116	146	30	340	93.79%	316.22	94.42%	
Martin Luther King Jr Elementary	33	140	155	32	360	93.95%	339.20	94.21%	
Matsuyama Elementary	72	282	266	10	630	96.08%	606.77	96.33%	
Nicholas Elementary	97	263	286	25	671	95.02%	627.86	94.72%	
O W Erlewine Elementary	45	117	137	17	316	92.86%	301.24	94.64%	
Oak Ridge Elementary	91	258	241	2	592	93.33%	552.61	93.99%	
Pacific Elementary	132	304	294	0	730	94.37%	678.57	94.68%	
Parkway Elementary School	88	233	231	35	587	92.81%	549.42	93.39%	
Peter Burnett Elementary	72	228	256	25	581	94.56%	552.92	95.13%	
Phoebe A Hearst Elementary	96	286	277	0	659	96.36%	640.78	96.74%	
Pony Express Elementary	39	166	194	7	406	95.92%	385.52	95.75%	
Rosa Parks K-8 School	48	137	162	14	361	93.87%	343.05	94.30%	
Sequoia Elementary	60	180	226	12	478	95.47%	453.49	95.76%	
Success Academy K-8	0	0	18	4	22	87.87%	13.35	89.06%	
Susan B Anthony Elementary	47	147	126	0	320	95.92%	307.06	96.66%	
Sutterville Elementary	54	196	275	7	532	96.40%	508.10	96.43%	
Tahoe Elementary	61	134	125	40	360	94.67%	326.93	93.38%	
Theodore Judah Elementary	96	212	231	21	560	96.30%	534.21	96.05%	
Washington Elementary	68	67	52	0	187	95.30%	176.24	94.33%	
William Land Elementary	58	198	153	0	409	97.13%	394.60	96.87%	
Woodbine Elementary	24	106	137	26	293	94.84%	276.57	94.92%	
TOTAL ELEMENTARY SCHOOLS	3,341	9,244	9,645	886	23,116	94.91%	21,805.14	95.12%	

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 TRADITIONAL SCHOOLS

MIDDLE SCHOOLS	REGULAR ENROLLMENT			Special Education Grades 7-8	TOTAL MONTH- END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Grade 7	Grade 8	Total Grades 7-8			2016-2017 Actual Attendance	Cum Attd Days/147 2016-2017	PERCENTAGE 2016-2017
A M Winn Elementary K-8 Waldorf	21	13	34	0	34	92.79%	33.81	94.29%
Albert Einstein MS	321	329	650	45	695	95.29%	676.39	95.63%
Alice Birney Waldorf-Inspired K8	56	57	113	0	113	95.84%	108.37	95.60%
C K McClatchy HS	0	1	1	0	1	100.00%	0.99	98.64%
California MS	437	434	871	14	885	95.65%	853.20	95.22%
Capital City School	15	29	44	0	44	94.80%	35.31	94.06%
Father Keith B Kenny K-8 School	20	14	34	0	34	95.15%	35.04	95.65%
Fern Bacon MS	373	370	743	21	764	94.64%	722.37	95.37%
Genevieve Didion Elementary	61	49	110	0	110	97.63%	107.60	97.35%
Home/Hospital	10	15	25	2	27	100.00%	6.28	100.00%
John H. Still K-8	137	119	256	20	276	96.71%	273.07	96.92%
John Morse Therapeutic Center	0	0	0	17	17	89.23%	15.39	91.95%
Kit Carson MS	159	151	310	24	334	92.40%	313.80	92.96%
Leonardo da Vinci K - 8 School	63	62	125	16	141	97.36%	133.88	96.92%
Martin Luther King Jr Elementary	45	37	82	0	82	93.09%	80.33	95.44%
Rosa Parks K-8 School	215	192	407	40	447	94.46%	424.33	94.97%
Sam Brannan MS	205	235	440	48	488	94.63%	462.34	94.82%
School of Engineering and Science	123	112	235	0	235	95.10%	229.44	96.33%
Success Academy K-8	11	14	25	0	25	81.45%	10.97	83.36%
Sutter MS	564	569	1133	36	1169	96.53%	1135.56	96.94%
Will C Wood MS	324	305	629	20	649	95.64%	619.24	95.67%
TOTAL MIDDLE SCHOOLS	3,160	3,107	6,267	303	6,570	95.30%	6,277.70	95.63%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 TRADITIONAL SCHOOLS

HIGH SCHOOLS	REGULAR ENROLLMENT					Total Grade 9-12	Special Education Grades 9-12	TOTAL MONTH- END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Continuation	Grade 9	Grade 10	Grade 11	Grade 12				2016-2017 Actual Attendance	Cum Attd Days/147	PERCENTAGE 2016-2017
										2016-2017	
American Legion HS	249	0	0	0	0	249	0	249	80.20%	216.16	82.19%
Arthur A. Benjamin Health Prof	0	59	49	35	35	178	16	194	91.98%	187.05	92.77%
C K McClatchy HS	0	576	522	510	488	2096	88	2184	93.61%	2067.99	95.06%
Capital City School	0	32	52	96	101	281	0	281	86.79%	244.01	88.29%
Hiram W Johnson HS	0	381	325	329	304	1339	161	1500	91.98%	1345.29	92.68%
Home/Hospital	0	18	17	25	7	67	10	77	100.00%	19.98	100.00%
John F Kennedy HS	0	534	549	450	493	2026	97	2123	96.00%	2029.41	96.27%
Kit Carson MS	0	40	37	27	0	104	0	104	94.55%	103.76	94.16%
Luther Burbank HS	0	393	398	389	347	1527	149	1676	91.33%	1551.72	92.45%
Rosemont HS	0	358	332	305	252	1247	80	1327	94.44%	1278.19	94.75%
School of Engineering and Science	0	88	69	57	46	260	0	260	96.56%	257.39	97.13%
The Academy	0	6	16	0	0	22	0	22	79.69%	19.50	79.00%
West Campus HS	0	223	207	226	196	852	0	852	96.55%	832.33	97.36%
TOTAL HIGH SCHOOLS	249	2,708	2,573	2,449	2,269	10,248	601	10,849	93.36%	10,152.78	94.20%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 TRADITIONAL SCHOOLS

DISTRICT TOTALS	TOTAL MONTH- END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
		2016-2017 Actual Attendance	Cum Attd Days/147	PERCENTAGE 2016-2017
			2016-2017	
ELEMENTARY	23,116	94.91%	21,778	95.12%
MIDDLE	6,570	95.30%	6,271	95.63%
HIGH SCHOOL	10,849	93.36%	10,133	94.20%
TOTAL ALL DISTRICT SEGMENTS	40,535	94.57%	38,182	94.95%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 CHARTER SCHOOLS

2016-2017 DEPENDENT CHARTER SCHOOLS	REGULAR ENROLLMENT					Special Education Grades K-12	TOTAL MONTH-END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Kdgn	Grades 1-3	Grades 4-6	Grades 7-8	Grades 9-12			2016-2017 Actual Attendance	2016-2017	PERCENTAGE 2016-2017
Bowling Green-Mc Coy	66	214	182	0	0	12	474	95.36%	449.66	95.76%
Bowling Green-Chacon	54	150	150	0	0	0	354	97.25%	344.08	97.02%
George W. Carver SAS	0	0	0	0	280	9	289	94.06%	275.35	94.64%
New Joseph Bonnheim Charter	38	137	116	0	0	0	291	94.15%	270.58	94.94%
New Tech High	0	0	0	0	167	6	173	95.36%	175.07	95.68%
The Met High School	0	0	0	0	274	0	274	96.56%	272.33	97.61%
TOTAL DEPENDENT CHARTER SCHOOLS	158	501	448	0	721	27	1,855	95.52%	1,787.06	95.99%

2016-2017 INDEPENDENT CHARTER SCHOOLS	REGULAR ENROLLMENT					Special Education Grades K-12	TOTAL MONTH-END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Kdgn	Grades 1-3	Grades 4-6	Grades 7-8	Grades 9-12			2016-2017 Actual Attendance	2016-2017	PERCENTAGE 2016-2017
CA Montessori Project Capitol Campus	44	126	106	45	0		321	96.92%	309.80	96.23%
Capitol Collegiate Academy	70	142	69	0	0		281	94.89%	264.54	94.78%
Aspire Capitol Heights Academy	48	144	112	0	0		304	93.76%	285.16	95.11%
Language Academy	84	199	198	84	0		565	97.30%	548.31	97.10%
Oak Park Prep	0	0	0	137	0		137	96.16%	134.11	96.64%
PS 7 Elementary	67	126	187	132	0		512	93.54%	506.75	93.97%
Sacramento Charter HS	0	0	0	0	808		808	94.46%	822.96	95.16%
Sol Aureus College Preparatory	49	146	92	37	0		324	90.44%	305.23	93.55%
Yav Pem Suab Academy	63	195	202	0	0		460	96.48%	440.86	96.52%
TOTAL INDEPENDENT CHARTER SCHOOLS	425	1,078	966	435	808	-	3,712	94.88%	3,617.73	95.45%

TOTAL CHARTER SCHOOLS	583	1,579	1,414	435	1,529	27	5,567	95.20%	5,404.79	95.72%
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SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 ADULT EDUCATION SCHOOLS

ADULT EDUCATION	ENROLLMENT	HOURS EARNED			2016-2017 CUMULATIVE ADA		
		CONCURRENT	OTHER	TOTAL	CONCURRENT	OTHER	TOTAL
A. Warren McClaskey Adult Center	636		26,429.00	26,429.00		417.49	417.49
Charles A. Jones Career & Education Center	746		39,832.00	39,832.00		665.49	665.49
TOTAL ADULT EDUCATION	1,382		66,261.00	66,261.00		1082.98	1082.98

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 GRADE BY GRADE ENROLLMENT

ELEMENTARY SCHOOLS	REGULAR CLASS ENROLLMENT							TOTAL
	Kdgn	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	REGULAR
A M Winn Elementary K-8 Waldorf	46	42	48	47	47	55	43	328
Abraham Lincoln Elementary	72	71	68	71	65	65	66	478
Alice Birney Waldorf-Inspired K8	80	52	63	60	60	61	58	434
Bret Harte Elementary	24	33	35	33	41	38	46	250
Caleb Greenwood	72	71	97	71	64	63	56	494
Camellia Basic Elementary	70	68	59	60	60	59	70	446
Capital City School	6	3	11	10	10	15	16	71
Caroline Wenzel Elementary	41	31	36	37	24	53	36	258
Cesar Chavez ES	0	0	0	0	135	136	110	381
Crocker/Riverside Elementary	93	93	94	92	98	97	98	665
David Lubin Elementary	87	84	60	72	82	71	74	530
Earl Warren Elementary	47	58	59	65	58	73	84	444
Edward Kemble Elementary	162	135	132	109	0	0	0	538
Elder Creek Elementary	95	111	99	113	117	120	118	773
Ethel I Baker Elementary	117	110	93	92	116	103	99	730
Ethel Phillips Elementary	69	74	68	73	83	65	77	509
Father Keith B Kenny K-8 School	70	65	54	47	47	57	30	370
Genevieve Didion Elementary	70	68	70	63	59	78	73	481
Golden Empire Elementary	72	72	79	86	83	94	84	570
H W Harkness Elementary	68	52	49	41	54	45	51	360
Hollywood Park Elementary	47	51	48	41	44	32	46	309
Home/Hospital	13	9	10	8	20	21	26	107
Hubert H. Bancroft Elementary	95	48	53	56	65	54	74	445
Isador Cohen Elementary	35	38	33	36	40	29	34	245
James W Marshall Elementary	54	66	48	48	55	70	61	402
John Bidwell Elementary	44	45	48	44	49	46	65	341
John Cabrillo Elementary	46	47	48	45	49	52	52	339
John D Sloat Elementary	45	28	25	32	22	34	32	218
John H. Still K-8	99	96	94	90	80	91	78	628
John Morse Therapeutic Center	0	0	0	0	0	0	0	0
Leataata Floyd Elementary	54	60	47	44	44	47	26	322
Leonardo da Vinci K - 8 School	119	91	93	95	94	93	92	677
Mark Twain Elementary	48	48	34	34	45	53	48	310
Martin Luther King Jr Elementary	33	49	34	57	40	66	49	328
Matsuyama Elementary	72	95	94	93	92	83	91	620
Nicholas Elementary	97	95	97	71	96	99	91	646
O W Erlewine Elementary	45	35	38	44	39	46	52	299
Oak Ridge Elementary	91	96	78	84	73	83	85	590
Pacific Elementary	132	96	108	100	107	90	97	730
Parkway Elementary School	88	76	95	62	76	78	77	552
Peter Burnett Elementary	72	71	87	70	64	100	92	556
Phoebe A Hearst Elementary	96	95	95	96	91	93	93	659
Pony Express Elementary	39	48	71	47	62	70	62	399
Rosa Parks K-8 School	48	48	44	45	44	59	59	347
Sequoia Elementary	60	60	55	65	75	85	66	466
Success Academy K-8	0	0	0	0	4	7	7	18
Susan B Anthony Elementary	47	64	44	39	46	42	38	320
Sutterville Elementary	54	74	70	52	89	92	94	525
Tahoe Elementary	61	47	42	45	47	45	33	320
Theodore Judah Elementary	96	70	70	72	80	76	75	539
Washington Elementary	68	23	21	23	18	18	16	187
William Land Elementary	58	64	58	76	62	57	34	409
Woodbine Elementary	24	37	35	34	44	43	50	267
TOTAL	3,341	3,163	3,091	2,990	3,159	3,302	3,184	22,230

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 CUMULATIVE TOTAL ABSENCES

ELEMENTARY	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	349	2874	48799	51673	94.44%
Abraham Lincoln Elementary	485	4431	66358	70789	93.74%
Alice Birney Waldorf-Inspired K8	434	3195	60846	64041	95.01%
Bret Harte Elementary	288	2627	39541	42168	93.77%
Caleb Greenwood	500	2950	69697	72647	95.94%
Camellia Basic Elementary	459	1653	65871	67524	97.55%
Capital City School	71	244	6822	7066	96.55%
Caroline Wenzel Elementary	312	2643	42622	45265	94.16%
Cesar Chavez ES	396	2872	55502	58374	95.08%
Crocker/Riverside Elementary	665	3272	94186	97458	96.64%
David Lubin Elementary	560	4599	77356	81955	94.39%
Earl Warren Elementary	459	2474	65513	67987	96.36%
Edward Kemble Elementary	548	4627	75992	80619	94.26%
Elder Creek Elementary	773	4765	108237	113002	95.78%
Ethel I Baker Elementary	730	6754	97860	104614	93.54%
Ethel Phillips Elementary	533	4536	73561	78097	94.19%
Father Keith B Kenny K-8 School	370	3528	50097	53625	93.42%
Genevieve Didion Elementary	495	2206	70679	72885	96.97%
Golden Empire Elementary	586	2924	83171	86095	96.60%
H W Harkness Elementary	374	2519	51936	54455	95.37%
Hollywood Park Elementary	352	2541	48659	51200	95.04%
Home/Hospital	116	0	3961	3961	100.00%
Hubert H. Bancroft Elementary	471	3860	66223	70083	94.49%
Isador Cohen Elementary	252	2210	34845	37055	94.04%
James W Marshall Elementary	426	2672	59349	62021	95.69%
John Bidwell Elementary	351	2275	49555	51830	95.61%
John Cabrillo Elementary	391	3551	52737	56288	93.69%
John D Sloat Elementary	239	2338	33376	35714	93.45%
John H. Still K-8	643	6404	91492	97896	93.46%
John Morse Therapeutic Center	36	430	4800	5230	91.78%
Leataata Floyd Elementary	342	3451	47308	50759	93.20%
Leonardo da Vinci K - 8 School	716	3154	102356	105510	97.01%
Mark Twain Elementary	340	2748	46485	49233	94.42%
Martin Luther King Jr Elementary	360	3065	49862	52927	94.21%
Matsuyama Elementary	630	3400	89195	92595	96.33%
Nicholas Elementary	671	5147	92295	97442	94.72%
O W Erlewine Elementary	316	2508	44282	46790	94.64%
Oak Ridge Elementary	592	5191	81233	86424	93.99%
Pacific Elementary	730	5600	99749	105349	94.68%
Parkway Elementary School	587	5718	80764	86482	93.39%
Peter Burnett Elementary	581	4160	81279	85439	95.13%
Phoebe A Hearst Elementary	659	3177	94194	97371	96.74%
Pony Express Elementary	406	2513	56672	59185	95.75%
Rosa Parks K-8 School	361	3050	50429	53479	94.30%
Sequoia Elementary	478	2954	66663	69617	95.76%
Success Academy K-8	22	241	1962	2203	89.06%
Susan B Anthony Elementary	320	1558	45138	46696	96.66%
Sutterville Elementary	532	2762	74691	77453	96.43%
Tahoe Elementary	360	3408	48058	51466	93.38%
Theodore Judah Elementary	560	3230	78529	81759	96.05%
Washington Elementary	187	1558	25907	27465	94.33%
William Land Elementary	409	1872	58006	59878	96.87%
Woodbine Elementary	293	2174	40656	42830	94.92%
TOTAL	23,116	164,613	3,205,356	3,369,969	95.12%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 CUMULATIVE TOTAL ABSENCES

MIDDLE	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	34	301	4970	5271	94.29%
Albert Einstein MS	695	4543	99429	103972	95.63%
Alice Birney Waldorf-Inspired K8	113	734	15930	16664	95.60%
C K McClatchy HS	1	2	145	147	98.64%
California MS	885	6296	125420	131716	95.22%
Capital City School	44	328	5190	5518	94.06%
Father Keith B Kenny K-8 School	34	234	5151	5385	95.65%
Fern Bacon MS	764	5157	106189	111346	95.37%
Genevieve Didion Elementary	110	430	15817	16247	97.35%
Home/Hospital	27	0	923	923	100.00%
John H. Still K-8	276	1274	40141	41415	96.92%
John Morse Therapeutic Center	17	198	2262	2460	91.95%
Kit Carson MS	334	3492	46129	49621	92.96%
Leonardo da Vinci K - 8 School	141	626	19680	20306	96.92%
Martin Luther King Jr Elementary	82	564	11809	12373	95.44%
Rosa Parks K-8 School	447	3307	62377	65684	94.97%
Sam Brannan MS	488	3716	67964	71680	94.82%
School of Engineering and Science	235	1286	33727	35013	96.33%
Success Academy K-8	25	322	1613	1935	83.36%
Sutter MS	1169	5272	166927	172199	96.94%
Will C Wood MS	649	4120	91028	95148	95.67%
TOTAL	6,570	42,202	922,821	965,023	95.63%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 28, 2017
 CUMULATIVE TOTAL ABSENCES

HIGH SCHOOL	ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
American Legion HS	249	6886	31776	38662	82.19%
Arthur A. Benjamin Health Prof	194	2143	27496	29639	92.77%
C K McClatchy HS	2184	15786	303994	319780	95.06%
Capital City School	281	4758	35869	40627	88.29%
Hiram W Johnson HS	1500	15627	197758	213385	92.68%
Home/Hospital	77	0	2937	2937	100.00%
John F Kennedy HS	2123	11545	298323	309868	96.27%
Kit Carson MS	104	946	15252	16198	94.16%
Luther Burbank HS	1676	18640	228103	246743	92.45%
Rosemont HS	1327	10415	187894	198309	94.75%
School of Engineering and Science	260	1117	37836	38953	97.13%
The Academy	22	762	2867	3629	79.00%
West Campus HS	852	3316	122353	125669	97.36%
TOTAL	10,849	91,941	1,492,458	1,584,399	94.20%

	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
TOTAL ALL SCHOOLS	40,535	298,756	5,620,635	5,919,391	94.95%



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 13.2

Meeting Date: June 1, 2017

Subject: Head Start/Early Head Start/Early Head Start Expansion Reports

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

Division: Academic Office/Child Development

Recommendation: None

Background/Rationale: The Office of Head Start, under the auspices of the U.S. Department of Health and Human Services/Administration for Children and Families, mandates that all Head Start/Early Head Start governing entities receive specified reports related to the operational and fiduciary status of the program. These reports must include information and/or a status update in the followings areas: budget, credit card usage, USDA meals/snacks, enrollment, and program updates or summaries, if applicable. Attached, are essential monthly reports for Board members' review.

Financial Considerations: N/A

LCAP Goal(s): College and Career Ready; Family and Community Empowerment

Documents Attached:

1. Head Start/Early Head Start Monthly Report Summary
2. Child Development March 2017 Fiscal Report – Head Start Basic
3. Child Development March 2017 Fiscal Report – Head Start T/TA
4. Child Development March 2017 Fiscal Report – Early Head Start Basic
5. Child Development March 2017 Fiscal Report – Early Head Start T/TA
6. Child Development March 2017 Fiscal Report – EHS CCP Basic
7. Child Development March 2017 Fiscal Report – EHS CCP T/TA
8. Child Development February 2017 - Corrected Fiscal Report – Head Start Basic

Estimated Time of Presentation: N/A

Submitted by: Iris Taylor Ed.D., Chief Academic Officer

Jacque Bonini, Director, Child Development

Approved by: José L. Banda, Superintendent

**Attachment 1
Head Start / Early Head Start
Monthly Report Summary
May 2017**

Budget Reports

HS, EHS, CCP Basic March 2017
HS Basic February 2017 Corrected

USDA Meals and Snacks for February 2017

	Breakfast	Lunch	Snack am	Snack pm
Early Head Start	741	804	NA	487
Head Start Part-day	4971	1220	4990	1191
Head Start Wrap	9263	7671	NA	7137
Full-day Collaboration	4407	4699	NA	2913

USDA Meals and Snacks for March 2017

	Breakfast	Lunch	Snack am	Snack pm
Early Head Start	542	587	NA	352
Head Start Part-day	3050	704	3102	722
Head Start Wrap	7277	4710	NA	4503
Full-day Collaboration	3438	3632	NA	2265

Credit Card Statements

Enrollment Report for April 2017

Head Start Enrollment	
Funded Enrollment	1211
Actual Enrollment	1219
Percentage of Actual Attendance	83%

Early Head Start Enrollment	
Funded Enrollment	144
Actual Enrollment	150
Percentage of Actual Attendance	71%

Early Head Start Expansion Enrollment	
Funded Enrollment	40
Actual Enrollment	42
Percentage of Actual Attendance	67%

Disabilities Report for April 2017

Head Start 134
Early Head Start 12
EHS Expansion 4

Attachment 2

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5210

Month:	March 1 - March 31, 2017	Agreement No.:	09CH0012-005
Delegate:	SCUSD - Child Development Department	Program:	<input checked="" type="checkbox"/> PA 22 HS BASIC R5210 <input type="checkbox"/> PA 20 BASIC T/TA <input type="checkbox"/> PA 25 EHS <input type="checkbox"/> PA 26 EHS T/TA <input type="checkbox"/> OTHER
Remit to address	General Accounting Department - 802A		
	5735 47th Avenue		
	SACRAMENTO, CA 95824		

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I. A D M I N	Personnel	22,569.65	184,865.77	328,726.00	143,860.23
	Fringe Benefits	2,833.89	25,500.38	201,355.00	175,854.62
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	14.92	2,883.58	26,320.00	23,436.42
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	111.89	452.16	1,200.00	747.84
	Indirect Costs 3.32%	26,957.74	188,318.79	281,837.00	93,518.21
	I. TOTAL ADMINISTRATION	\$52,488.09	\$402,020.68	\$839,438.00	\$437,417.32
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$52,488.09	\$402,020.68	\$839,438.00	\$437,417.32	
II. P R O G R A M	Personnel	475,036.57	3,252,360.43	4,073,377.00	821,016.57
	Fringe Benefits	298,700.10	2,085,525.12	3,296,402.00	1,210,876.88
	Travel	0.00	2,295.00	0.00	(2,295.00)
	Equipment	0.00	0.00	0.00	0.00
	Supplies	802.35	52,846.17	250,339.00	197,492.83
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	11,910.74	65,524.03	311,361.00	245,836.97
	II. TOTAL PROGRAM	\$786,449.76	\$5,458,550.75	\$7,931,479.00	2,472,928.25
	NON-FEDERAL PROGRAM Basic & T/TA January	\$0.00	\$1,442,548.43	\$2,197,729.00	755,180.57
TOTAL SETA COSTS (I+II)	\$838,937.85	\$5,860,571.43	\$8,770,917.00	2,910,345.57	
Gerardo Castillo	4/7/2017	Shelagh Ferguson	916.643.7878		
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone		

Attachment 3

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5212

Month: March 1 - March 31, 2017

Agreement No.: 09CH0012-005

Delegate: SCUSD - Child Development Department

Program: PA 22 HS BASIC

Remit to address General Accounting Department - 802A

PA 20 BASIC T/TA R5212

5735 47th Avenue

PA 25 EHS

SACRAMENTO, CA 95824

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M I N	Personnel				0.00
	Fringe Benefits				0.00
	Travel				0.00
	Equipment				0.00
	Supplies				0.00
	Contractual				0.00
	Construction				0.00
	Other				0.00
	Indirect 3.32%	209.15	397.55	643.00	245.45
	I. TOTAL ADMINISTRATION	\$209.15	\$397.55	\$643.00	\$245.45
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$209.15	\$397.55	\$643.00	\$245.45	
II P R O G R A M	Personnel	0.00	0.00	0.00	0.00
	Fringe Benefits	0.00	0.00	0.00	0.00
	Travel	0.00	2,060.00	2,611.00	551.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	2,247.00	2,247.00
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	6,299.60	9,914.25	14,499.00	4,584.75
					0.00
	II. TOTAL PROGRAM	\$6,299.60	\$11,974.25	\$19,357.00	7,382.75
NON-FEDERAL PROGRAM Basic & T/TA August	\$0.00	\$0.00	\$0.00	0.00	
TOTAL SETA COSTS (I + II)	\$6,508.75	\$12,371.80	\$20,000.00	7,628.20	

Gerardo Castillo	4/7/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

Attachment 4

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5213

Month: <u>March 1 - March 31, 2017</u>	Agreement No.: <u>09CH0012-005</u>
Delegate: <u>SCUSD - Child Development Department</u>	Program: <input type="checkbox"/> PA 22 HS BASIC
Remit to address <u>General Accounting Department - 802A</u>	<input type="checkbox"/> PA 20 BASIC T/TA
<u>5735 47th Avenue</u>	<input checked="" type="checkbox"/> PA 25 EHS R5213
<u>SACRAMENTO, CA 95824</u>	<input type="checkbox"/> PA 26 EHS T/TA
	<input type="checkbox"/> OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I. A D M J N	Personnel	2,725.12	22,416.85	41,457.00	19,040.15
	Fringe Benefits	1,553.34	12,674.29	30,978.00	18,303.71
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	32.70	656.15	1,500.00	843.85
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	0.00	0.00	105.00	105.00
	Indirect Costs 3.32%	4,216.39	31,857.08	50,279.00	18,421.92
	I. TOTAL ADMINISTRATION	\$8,527.55	\$67,604.37	\$124,319.00	\$56,714.63
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$8,527.55	\$67,604.37	\$124,319.00	\$56,714.63	
II. P R O G R A M	Personnel	71,453.57	549,447.61	793,543.00	244,095.39
	Fringe Benefits	48,484.78	353,301.51	600,698.00	247,396.49
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	1,193.39	7,785.33	17,075.00	9,289.67
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	1,556.76	13,268.83	29,074.00	15,805.17
	II. TOTAL PROGRAM	\$122,688.50	\$923,803.28	\$1,440,390.00	516,586.72
	NON-FEDERAL PROGRAM Basic & T/TA January	\$0.00	\$179,997.56	\$398,068.00	218,070.44
TOTAL SETA COSTS (I + II)	\$131,216.05	\$991,407.65	\$1,564,709.00	573,301.35	

Gerardo Castillo	4/7/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

Attachment 5

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5216

Month: <u>March 1 - March 31, 2017</u>	Agreement No.: <u>09CH0012-005</u>
Delegate: <u>SCUSD - Child Development Department</u>	Program: <input type="checkbox"/> PA 22 HS BASIC <input type="checkbox"/> PA 20 BASIC T/TA <input type="checkbox"/> PA 25 EHS <input checked="" type="checkbox"/> PA 26 EHS T/TA <input type="checkbox"/> OTHER
Remit to address <u>General Accounting Department - 802A</u> <u>5735 47th Avenue</u> <u>SACRAMENTO, CA 95824</u>	R5216

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M I N	Personnel				0.00
	Fringe Benefits				0.00
	Travel				0.00
	Equipment				0.00
	Supplies				0.00
	Contractual				0.00
	Construction				0.00
	Other				0.00
	Indirect 3.32%	18.19	212.14	886.00	673.86
	I. TOTAL ADMINISTRATION	\$18.19	\$212.14	\$886.00	\$673.86
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$18.19	\$212.14	\$886.00	\$673.86	
II P R O G R A M	Personnel	0.00	0.00	0.00	0.00
	Fringe Benefits	0.00	0.00	0.00	0.00
	Travel	223.86	5,093.86	5,400.00	306.14
	Equipment	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	1,322.00	1,322.00
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	324.00	1,296.00	19,956.00	18,660.00
					0.00
	II. TOTAL PROGRAM	\$547.86	\$6,389.86	\$26,678.00	20,288.14
NON-FEDERAL PROGRAM Basic & T/TA August	\$0.00	\$0.00	\$0.00	0.00	
TOTAL SETA COSTS (I + II)	\$566.05	\$6,602.00	\$27,564.00	20,962.00	

Gerardo Castillo	4/7/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

**Attachment 6
CHILD DEVELOPMENT DEPARTMENT
SETA MONTHLY FISCAL REPORT**

R5211

Month: March 1 - March 31, 2017

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A
5735 47TH AVENUE
SACRAMENTO, CA 95824

Agreement No.: 17C5551S0

Program: PA 3125 EHS-CCP BASIC R5211
 PA 3120 EHS-CCP T/TA R5221
 PA 3128 EHS-CCP START UP R5243

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I Personnel	140.88	759.97	1,523.00	763.03	
Fringe Benefits	91.71	517.81	755.00	237.19	
A Occupancy	0.00	0.00	0.00	0.00	
D Staff Travel	0.00	0.00	0.00	0.00	
M Supplies	0.00	477.50	1,520.00	1,042.50	
J Other	0.00	0.00	24.00	24.00	
N Indirect Costs 3.32%	1,902.56	14,173.30	22,898.00	8,724.70	
I. TOTAL ADMINISTRATION	\$2,135.15	\$15,928.58	\$26,720.00	\$10,791.42	
NON-FEDERAL ADMINISTRATION *					
TOTAL FED & NON-FED ADMIN	\$2,135.15	\$15,928.58	\$26,720.00	\$10,791.42	
II a. Personnel**	33,388.17	246,070.53	338,198.00	92,127.47	
b. Fringe Benefits**	22,223.52	157,284.87	276,097.00	118,812.13	
P c. Travel	0.00	510.00	0.00	(510.00)	
R d. Equipment	0.00	0.00	0.00	0.00	
O e. Supplies	586.82	10,231.31	49,305.00	39,073.69	
G f. Contractual	0.00	0.00	0.00	0.00	
R g. Construction	0.00	0.00	0.00	0.00	
A h. Other	875.13	11,053.99	22,280.00	11,226.01	
M					
II. TOTAL PROGRAM	\$57,073.64	\$425,150.70	\$685,880.00	260,729.30	
NON-FEDERAL PROGRAM Basic 712,600 & T/TA 17,500	January	\$0.00	\$112,194.84	\$186,026.00	73,831.16
TOTAL SETA COSTS (I+II)		\$59,208.79	\$441,079.28	\$712,600.00	271,520.72

Gerardo Castillo	4/4/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

R5211. August16-17

SUBSIDIZED SLOTS

How many subsidized slots are you contractually obligated to retain? 8

How many subsidized slots do you currently have? 8
100%

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.

Attachment 7
CHILD DEVELOPMENT DEPARTMENT
SETA MONTHLY FISCAL REPORT

R5221

Month: March 1 - March 31, 2017

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A
5735 47TH AVENUE
SACRAMENTO, CA 95824

Agreement No.: 17C5551S0

Program: PA 3125 EHS-CCP BASIC R5211
 PA 3120 EHS-CCP T/TA R5221
 PA 3128 EHS-CCP START UP R5243

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I. Personnel	0.00	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00	0.00
A. Occupancy	0.00	0.00	0.00	0.00
D. Staff Travel	0.00	0.00	0.00	0.00
M. Supplies	0.00	0.00	0.00	0.00
I. Other	0.00	0.00	0.00	0.00
N. Indirect Costs 3.32%	5.44	77.78	562.00	484.22
I. TOTAL ADMINISTRATION	\$5.44	\$77.78	\$562.00	\$484.22
NON-FEDERAL ADMINISTRATION *				
TOTAL FED & NON-FED ADMIN	\$5.44	\$77.78	\$562.00	\$484.22
II. a. Personnel**	0.00	0.00	0.00	0.00
b. Fringe Benefits**	0.00	0.00	0.00	0.00
P. c. Travel	163.94	1,442.94	1,693.80	250.86
R. d. Equipment	0.00	0.00	0.00	0.00
O. e. Supplies	0.00	0.00	0.00	0.00
G. f. Contractual	0.00	0.00	0.00	0.00
R. g. Construction	0.00	0.00	0.00	0.00
A. h. Other	0.00	900.00	15,244.20	14,344.20
M.				
II. TOTAL PROGRAM	\$163.94	\$2,342.94	\$16,938.00	14,595.06
NON-FEDERAL PROGRAM	\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I+II)	\$169.38	\$2,420.72	\$17,500.00	15,079.28

Gerardo Castillo	4/4/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

R.5221.16-17

SUBSIDIZED SLOTS

How many subsidized slots are you contractually obligated to retain? 8

How many subsidized slots do you currently have? 8

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.

Attachment 8

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5210

Month: February 1 - February 28, 2017

Agreement No.: 09CH0012-005

Delegate: SCUSD - Child Development Department

Program: PA 22 HS BASIC R5210

Remit to address General Accounting Department - 802A

PA 20 BASIC T/TA

5735 47th Avenue

PA 25 EHS

SACRAMENTO, CA 95824

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I. A D M I N	Personnel	25,451.50	162,296.12	328,726.00	166,429.88
	Fringe Benefits	5,503.98	22,666.49	201,355.00	178,688.51
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	1,119.19	2,868.66	26,320.00	23,451.34
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	11.49	340.27	1,200.00	859.73
	Indirect Costs 3.32%	26,229.54	161,361.05	281,837.00	120,475.95
	I. TOTAL ADMINISTRATION	\$58,315.70	\$349,532.59	\$839,438.00	\$489,905.41
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$58,315.70	\$349,532.59	\$839,438.00	\$489,905.41	
II. P R O G R A M	Personnel	433,797.17	2,777,323.86	4,073,377.00	1,296,053.14
	Fringe Benefits	295,650.50	1,786,825.02	3,296,402.00	1,509,576.98
	Travel	0.00	2,295.00	0.00	(2,295.00)
	Equipment	0.00	0.00	0.00	0.00
	Supplies	22,225.57	52,043.82	250,339.00	198,295.18
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	6,286.77	53,613.29	311,361.00	257,747.71
	II. TOTAL PROGRAM	\$757,960.01	\$4,672,100.99	\$7,931,479.00	3,259,378.01
NON-FEDERAL PROGRAM Basic & T/TA January	\$303,261.45	\$1,442,548.43	\$2,197,729.00	755,180.57	
TOTAL SETA COSTS (I + II)	\$816,275.71	\$5,021,633.58	\$8,770,917.00	3,749,283.42	

Gerardo Castillo	3/8/2017	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone