



Putting  
Children  
First

# Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

**Board of Education Members**

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

**Thursday, March 1, 2018**

**4:30 p.m. Closed Session**

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

**Serna Center**

Community Conference Rooms  
5735 47<sup>th</sup> Avenue  
Sacramento, CA 95824

## AGENDA

2017/18-16

*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 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA, SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management*

3.2 *Government Code 54956.9 Conference with Legal Counsel – Anticipated Litigation:*

a) *Existing litigation pursuant to subdivision (a) of Government Code section 54956.9 (United States Eastern District Court of California Claim No. 17-9095 and 17-002482-1) and (OAH Case No. 2017100702)*

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*

3.3 *Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment*

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

4.1 Broadcast Statement (Student Member Nguyen)

4.2 The Pledge of Allegiance will be led by Rosemont High School's Basketball Coach, Marcus Bray.

- Presentation of Certificate by Member Pritchett.

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

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

**7.0 SPECIAL PRESENTATION**

6:15 p.m. 7.1 Approve Resolution No. 2991: Calling for Full and Fair Funding of California's Public Schools (Darrel Woo) 5 minute presentation

6:20 p.m. 7.2 Safe Schools Presentation (Nina Delgadillo) 20 minute presentation

6:40 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.*

**9.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

6:55 p.m. 9.1 Approve the 2018-2019 Traditional School Attendance Calendar (Cancy McArn) **Conference/Action**  
5 minute presentation  
5 minute discussion

7:05 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 3/1/18 (Cancy McArn)

- 10.1c Approve 2018-2019 Adult Education Calendar (Cancy McArn)
- 10.1d Approve Sutter Middle School Field Trip to Ashland, Oregon March 14 – 16, 2018 (Iris Taylor and Mary Hardin Young)
- 10.e Approve John F. Kennedy High School Field Trip to Flagstaff, Arizona March 7 – 11, 2018 (Iris Taylor and Tu Moua-Carroz)
- 10.1f Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for Sol Aureus College Preparatory (Iris Taylor and Jack Kraemer)
- 10.1g Approve Minutes of the February 15, 2018 Board of Education Meeting (Jorge A. Aguilar)

## 11.0 COMMUNICATIONS

- |           |   |                                      |
|-----------|---|--------------------------------------|
| 7:07 p.m. | <p>11.1 Employee Organization Reports:</p> <ul style="list-style-type: none"> <li>• SCTA</li> <li>• SEIU</li> <li>• TCS</li> <li>• Teamsters</li> <li>• UPE</li> </ul>  | <b>Information</b><br>3 minutes each |
| 7:22 p.m. | <p>11.2 District Parent Advisory Committees:</p> <ul style="list-style-type: none"> <li>• Community Advisory Committee</li> <li>• District English Learner Advisory Committee</li> <li>• Local Control Accountability Plan/Parent Advisory Committee</li> </ul> | <b>Information</b><br>3 minutes each |
| 7:31 p.m. | 11.3 Superintendent's Report  | <b>Information</b><br>5 minutes      |
| 7:36 p.m. | 11.4 President's Report   | <b>Information</b><br>5 minutes      |
| 7:41 p.m. | 11.5 Student Member Report  | <b>Information</b><br>5 minutes      |
| 7:46 p.m. | 11.6 Information Sharing By Board Members   | <b>Information</b><br>10 minutes     |
| 7:56 p.m. | <p>11.7 Board Committee Reports</p> <ul style="list-style-type: none"> <li>• Board Facilities Committee</li> <li>• Board Budget Committee</li> <li>• Board Governance &amp; Policy Committee</li> <li>• Board Evaluation Committee</li> </ul>                   | <b>Information</b><br>5 minutes      |
| 8:01 p.m. | <p><b>12.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS</b></p> <p>12.1 Business and Financial Information:</p> <ul style="list-style-type: none"> <li>• Enrollment and Attendance Report for Month 5 Ending January 19, 2018</li> </ul>                          | <b>Receive Information</b>           |

8:03 p.m. **13.0 FUTURE BOARD MEETING DATES / LOCATIONS**

- ✓ *March 15, 2018 4:30 p.m. Closed Session, 6:00 p.m. Open Session,  
Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*
- ✓ *April 5, 2018 4:30 p.m. Closed Session, 6:00 p.m. Open Session,  
Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*

8:05 p.m. **14.0 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 47<sup>th</sup> Avenue at the Front Desk Counter and on the District's website at [www.scusd.edu](http://www.scusd.edu)*



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 7.1

**Meeting Date:** March 1, 2018

**Subject:** Approve Resolution No. 2991: Calling for Full and Fair Funding of California's Public Schools

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

**Division:** Board of Education Office

**Recommendation:** Approve Resolution No. 2991: Calling for Full and Fair Funding of California's Public Schools.

**Background/Rationale:** California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation, but the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing. K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade, and under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007. California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state. This resolution urges the California State Legislature to fund public schools at the national average, or higher, by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025.

**Financial Considerations:** None

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

**Documents Attached:**

1. Resolution No. 2991

**Estimated Time of Presentation:** 5 minutes

**Submitted by:** Darrel Woo, Board Vice President

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

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

**RESOLUTION NO. 2991**

**RESOLUTION CALLING FOR FULL AND FAIR FUNDING OF CALIFORNIA'S PUBLIC SCHOOLS**

**WHEREAS**, California has the sixth largest economy in the world, and the largest Gross Domestic Product (GDP) of any state in the nation; and

**WHEREAS**, despite California's leadership in the global economy, the state falls in the nation's bottom quintile on nearly every measure of public K-12 school funding and school staffing; and

**WHEREAS**, California ranks 45th nationally in the percentage of taxable income spent on education, 41st in per-pupil funding, 45th in pupil-teacher ratios and 48th in pupil-staff ratios; and

**WHEREAS**, K-12 school funding has not substantially increased, on an inflation-adjusted basis, for more than a decade; and

**WHEREAS**, under the Local Control Funding Formula (LCFF), state funding for K-12 schools has only this year recently returned to levels predating the Great Recession of 2007; and

**WHEREAS**, the modest revenue increases since the implementation of LCFF have been eroded by rapidly increasing costs for health care, pensions, transportation and utilities; and

**WHEREAS**, 58 percent of California's public school students are eligible for free and reduced-price lunch — 13 percent above the national average — and 23 percent of California students are English learners, more than twice the national average; and

**WHEREAS**, California's investment in public schools is out of alignment with its wealth, its ambitions, its demographics and the demands of a 21st-century education; and

**WHEREAS**, in 2007, a bipartisan group of California leaders commissioned a report titled *Getting Down to Facts*, which stated it would take an additional \$17 billion annually to meet the State Board of Education achievement targets for K-12 schools; and

**WHEREAS**, in 2016, a California School Boards Association (CSBA) report, *California's Challenge: Adequately Funding Education in the 21st Century*, updated the *Getting Down to Facts* data and determined that, adjusting for inflation, an additional \$22 billion to \$40 billion annually would be required to provide all public school students with access to a high-quality education; and

**WHEREAS**, California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state; and

**WHEREAS**, California trails the average of the top 10 states by almost \$7,000 in per-pupil funding; and

**WHEREAS**, in *Robles-Wong v. State of California*, a group of plaintiffs led by CSBA argued that California’s school funding system violated Article IX of the State Constitution by denying all students access to an education that prepares them for economic security and full participation in our democratic institutions; and

**WHEREAS**, the California Supreme Court declined to hear the case by a 4-3 margin, prompting Justice Goodwin H. Liu to write: “It is regrettable able that this court, having recognized education as a fundamental right in a landmark decision 45 years ago [*Serrano v. Priest* (1971) 5 Cal.3d 584], should now decline to address the substantive meaning of that right.”; and

**WHEREAS**, in order to prepare our students for participation in a democratic society and an increasingly competitive, technology-driven global economy, California must fund schools at a level sufficient to support student success; and

**WHEREAS**, despite its vast wealth, California has consistently underfunded public education while widening its scope, adding new requirements and raising standards without providing appropriate resources to prepare all students for college, career and civic life; and

**WHEREAS**, if California is to close opportunity and achievement gaps and create a public school system that offers consistently high levels of education, the State must provide schools with the resources to meet the needs of their specific populations;

**NOW, THEREFORE BE IT RESOLVED**, that the Sacramento City Unified City Unified School Board of Education urges the State Legislature to fund California public schools at the national average or higher by the year 2020, and at a level that is equal to or above the average of the top 10 states nationally by 2025 and to maintain, at a minimum, this level of funding until otherwise decreed.

**PASSED AND ADOPTED** by the Sacramento City Unified School District Board of Education on this 1st day of March, 2018, by the following vote:

A YES: \_\_\_\_

NOES: \_\_\_\_

ABSTAIN: \_\_\_\_

ABSENT: \_\_\_\_

ATTESTED TO:

\_\_\_\_\_  
Jessie Ryan  
President of the Board of Education

\_\_\_\_\_  
Jorge A. Aguilar  
Superintendent



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 7.2

**Meeting Date:** March 1, 2018

**Subject:** Safe Schools Presentation

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

**Division:** Safe Schools

**Recommendation:** To learn what the District's ongoing efforts are around preparing schools for a potential shooting threat.

**Background/Rationale:** Since the beginning of 2018, there have been 18 mass school shootings within the United States. Experts, staff and the community are aware that this threat will continue to plague our communities for the foreseeable future, and we must be prepared to protect our student's safety from this tragic threat. This presentation will be a brief overview of what the School Resource Officers (SROs) and Safe Schools are doing to address school safety, and our response.

**Financial Considerations:** None

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

**Documents Attached:**

None

**Estimated Time of Presentation:** 20 minutes

**Submitted by:** Nina Delgadillo, Director II, Safe Schools

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



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 9.1

**Meeting Date:** March 1, 2018

**Subject:** Approve the 2018-2019 Traditional School Attendance Calendar

- 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 the 2018-2019 Traditional School Attendance Calendar

**Background/Rationale:** The Traditional School Attendance Calendar for 2018-2019 provides staff, students, parent and community member the opportunity to plan for the school year.

**Financial Considerations:** None

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

**Documents Attached:**

1. Sacramento City Unified School District Traditional School Attendance Calendar 2018-2019

**Estimated Time of Presentation:** 5 minutes

**Submitted by:** Cancy McArn, Chief Human Resources Officer

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



# Human Resource Services Traditional Attendance Calendar 2018 - 2019 School Year

JULY							AUGUST							SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
8	9	10	11	12	13	14	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
15	16	17	18	19	20	21	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
22	23	24	25	26	27	28	26	27	28	29	*••-30	31	23	24	25	26	27	28	29	28	29	30	31				
29	30	31											30														
Days: 0							Days: 2							Days: 19							Days: 23						

NOVEMBER							DECEMBER							JANUARY							FEBRUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	2	•3	4	5	6	7	8	1	2	3	4	5	6	7	3	4	5	6	7	8	9
11	12	13	14	15	16	17	9	10	11	12	13	14	15	7	8	9	10	11	12	13	10	11	12	13	14	15	16
18	19	20	21	22	23	24	16	17	18	19	20	21	22	14	15	16	17	18	19	20	17	18	19	20	21	22	23
25	26	27	28	29	30*		23	24	25	26	27	28	29	21	22	23	24	25*	26	27	24	25	26	27	28		
Days: 16							Days: 15							Days: 18							Days: 18						

MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	7	8	9	10	11	12	13	1	2	3	4	5	6	7	2	3	4	5	6	7	8
10	11	12	13	14	15*	16	14	15	16	17	18	19	20	5	6	7	8	9	10	11	9	10	11	12	13**	14	15
17	•18	19	20	21	22	23	21	22	23	24	25	26	27	12	13	14	15	16	17	18	16	17	18	19	20	21	22
24	25	26	27	28	29*	30	28	29	30				19	20	21	22	23	24	25	23	24	25	26	27	28	29	
Days: 21							Days: 17							Days: 22							Days: 9						

**Legend:**

- \* Semester Begins and Ends
- Trimester Begins and Ends
- Quarter Begins and Ends
- ☐ School Month Ends

**RED** School Holidays / Other Days Not in Session  
**PURPLE** Non-Instructional Day/Faculty Work Day  
**180 Instructional Days**

Revised: February 21, 2018



AMENDED

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

Agenda Item 10.1a

**Meeting Date:** March 1, 2018

**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):** Operational Excellence

**Documents Attached:**

1. Expenditure and Other Agreements
2. Approval of Declared Surplus Materials and Equipment

**Estimated Time of Presentation:** N/A

**Submitted by:** Gerardo Castillo, CPA, Chief Business Officer  
Jessica Sulli, Contract Specialist

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

# AMENDED

## EXPENDITURE AND OTHER AGREEMENTS

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>FACILITIES SUPPORT SERVICES</u></b>		
HMC Architects SA17-00528	5/15/17 – Completion of Services. First and second increases to Architect Agreement for the Nutrition Services Center (Central Kitchen), which includes relocation and design of Transportation Services Center and Bus Yard. Increases are for architectural services related to the warehouse and freezer renovations and construction of a grounds warehouse.	Original Amount \$4,786,252  First Increase \$148,420  Second Increase \$142,800  New Contract Amount \$5,077,472  Measures Q & R Funds
California Design West Architects SA16-00633	1/1/16 – Completion of Services. First increase to Architect Agreement for the relocation of seventeen (17) existing modular buildings to various sites (Class Size Reduction). This increase is for path of travel upgrades.	Original Amount \$168,300  First Increase \$37,693  New Contract Amount \$205,993  Measure Q Funds

## **TECHNOLOGY SERVICES**

AMS.Net R18-04359	3/1/18 – Completion of services. Purchase, configuration and installation of wireless equipment at 47 school sites utilizing a piggyback of the School Project for Utility Rate Reduction (SPURR) Contract #SMC-ER-024 pursuant to Public Contract Code §20118. District's portion after E-Rate funding will be \$752,935, includes 10% contingency.	\$2,760,764 Measure Q Funds
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## **APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT**

<u>ITEM</u>	<u>SITE/DEPARTMENT</u>	<u>TOTAL VALUE</u>	<u>DISPOSAL METHOD</u>
Textbooks (Old, out-of-date material)	Curriculum and Instruction	No Value	Salvage



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1a

**Meeting Date:** March 1, 2018

**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):** Operational Excellence

**Documents Attached:**

1. Expenditure and Other Agreements
2. Approval of Declared Surplus Materials and Equipment

**Estimated Time of Presentation:** N/A

**Submitted by:** Gerardo Castillo, CPA, Chief Business Officer  
Jessica Sulli, Contract Specialist

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

## **EXPENDITURE AND OTHER AGREEMENTS**

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<b><u>FACILITIES SUPPORT SERVICES</u></b>		
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## **TECHNOLOGY SERVICES**

AMS.Net R18-04359	3/1/18 – Completion of services. Purchase, configuration and installation of wireless equipment at 47 school sites utilizing a piggyback of the School Project for Utility Rate Reduction (SPURR) Contract #SMC-ER-024 pursuant to Public Contract Code §20118.	\$556,600 Measure Q Funds
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## **APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT**

<u>ITEM</u>	<u>SITE/DEPARTMENT</u>	<u>TOTAL VALUE</u>	<u>DISPOSAL METHOD</u>
Textbooks (Old, out-of-date material)	Curriculum and Instruction	No Value	Salvage

**Amendment No.** 1  
**Date:** November 29, 2017  
**Project Name:** Sacramento Unified School District  
Central Kitchen  
HMC #3186053-000

## **AMENDMENT NO. 1 TO OWNER/ARCHITECT AGREEMENT**

**That certain Owner/Architect Agreement (Agreement) dated April 8, 2014, by and between SACRAMENTO CITY UNIFIED SCHOOL DISTRICT (Owner) and HMC GROUP (Architect) is hereby amended, modified, and revised as follows:**

### **Scope of Work:**

To accommodate the failing refrigeration and freezer units in the existing warehouse, Architect has been asked to separate and expedite the design, permitting, and construction of the SCUSD Central Warehouse Modernization from the Central Kitchen Project. The following Amendment includes additional services associated with the separate Construction Documents, Agency Submittal, Bidding, Construction Administration and Closeout.

### **Additional Services:**

- Architect will prepare a separate set of Construction Documents (drawings and specifications) including a unique title page, fire access plan and an overall site plan. Services also include an independent estimate, QA/QC and coordination.
- Architect will prepare a separate package for submittal to DSA (Access-Only), third party plan-check, Sacramento County Health Department and other authorities having jurisdiction over the Project to receive all necessary approvals for the Warehouse Modernization Project.
- Architect will prepare addenda, review bids and work with the District's Construction Manager and Lease / Leaseback (L/LB) Contractor to negotiate a Construction Contract for the Central Warehouse Modernization Project.
- Architect will facilitate the Construction Administration of the Central Warehouse Modernization Project per the Project Schedule listed below.
- Architect will prepare necessary closeout documents to receive certification from all authorities having jurisdiction.

### **Assumptions:**

- Services associated with the Schematic Design and Design Development of the Central Warehouse Modernization are all being completed pursuant to the terms set forth in the original Agreement. This Additional Service fee reflects only the effort above and beyond the fees already included as part of Basic Services.
- The Construction Administration (CA) Phase of the Project will be partially overlapping the CA Phase for the Transportation Project. Due to this overlap, it is assumed that the Architect will be managing the CA phase for both Projects concurrently, resulting in a potential savings to the Owner. The net architectural fees to provide basic services during CA are based on a monthly level of effort to review and respond to RFI's and submittals, attend construction meetings, and provide basic construction observation activities. Due to the complexity of the CA services associated with the Central Kitchen Project, we are being compensated an average of \$27,278 per month to manage the effort. For the Transportation Project, being less complex and of shorter duration, the Architect is being compensated an average of \$22,688 per month. Our proposal

reflects the delta (\$4,591 / month) for the months of May through August 2018. For April, the first month of the CA phase for the Project, the Architect is requesting the full value of the Central Kitchen CA net architectural fees - \$22,278 as the Transportation Project will not begin until May.

- The estimated construction budget for the Central Warehouse Modernization Project is preliminarily established at Four Million Four Hundred Ninety-One Thousand Four Hundred Eighty-Seven Dollars (\$4,491,487).
- The Project is scheduled to be completed prior to the 2018 school year.

**Project Schedule:**

Programming / Schematic Design	9/1/17 – 10/10/17
Design Development	10/11/17 – 11/23/17
Construction Documents	11/24/17 – 1/18/18
DSA / Agency Review	1/19/18 – 3/2/18
Bidding / Negotiation	3/5/18 – 3/23/18
Project Construction	3/26/18 – 8/1/18
Certification	9/1/18

**Note:** The Owner and Architect agree and acknowledge, however, that the performance of the Architect's services may depend upon other parties and circumstances which the Architect cannot control. The schedule and fee therefore, may be extended by agreement between the Owner and Architect, except where the Architect is solely responsible for Project delays.

**Exclusions:**

1. Topographical surveys
2. Geotechnical investigations
3. Test and inspections
4. Permit / Agency Fees
5. Environmental Reports
6. Furniture space planning, selection and specification.

**Architect's Compensation:**

Architect will provide the services outlined in the Scope of Work above for a fixed fee of One Hundred Forty-Eight Thousand Four Hundred Twenty Dollars (\$148,420), as follows:

**Fee Summary:**

Phase	Basic Services	%	Amendment #1	%	Total Revised Fee
Schematic Design	\$ 331,398	10%			
Design Development 50%	\$ 331,398	10%			
Design Development 100%	\$ 331,398	10%			
Construction Docs 50%	\$ 331,398	10%			
Construction Docs 100%	\$ 331,398	10%	\$ 29,684	20%	\$ 361,082
Agency	\$ 331,398	10%	\$ 25,231	17%	\$ 356,629
Bid & Negotiation	\$ 331,398	10%	\$ 7,421	5%	\$ 338,819
Construction Admin	\$ 828,495	25%	\$ 80,147	54%	\$ 908,642
Closeout	\$ 165,699	5%	\$ 5,937	4%	\$ 171,636
<b>Total</b>	<b>\$ 3,313,980</b>	<b>100%</b>	<b>\$ 148,420</b>	<b>100%</b>	<b>\$ 3,462,400</b>

Sacramento City Unified School District  
Amendment No. 1  
Central Kitchen  
November 29, 2017

**Note:** Should any material changes including but not limited to schedule, delivery method, Construction Budget materially increasing beyond the levels indicated in this Amendment, including adjustments for Owner authorized scope changes and additive change orders not resulting from the errors or omissions of the Architect, the fee shall be adjusted accordingly, with prior written approval from the Owner.

**Reimbursable Expenses:**

Reimbursable expenses are in addition to compensation for Basic and Owner approved Additional Services, including printing, plotting (including 3D plotting), delivery, electronic submittal and other expenses related to Agency review, Bidding, Construction or other Owner requested costs. Expense of transportation (including mileage) in connection with the Project; Expenses in connection with authorized out-of-town travel, including travel time; and fees paid for securing approval of authorities having jurisdiction over the Project. The Architect's compensation shall be computed based on 1.00 times the amounts invoiced to the Architect.

Please review this Amendment and if it meets with your approval, please sign and return one (1) original to my attention.

**HMC GROUP**  
3546 Concours Street  
Ontario, CA 91764

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
5735 47th Avenue  
Sacramento, CA 95824

By  11/29/17  
Arturo Levenfeld, AIA LEED AP BD+C (Date)  
Managing Principal

By \_\_\_\_\_ (Date)  
James C. Dobson  
Director, Facilities Management & Operations

CC: S. Jimenez, B. Meyers, S. Ng, File-CN-AOA  
Encls: Amend No. 1\_SCUSD Central Kitchen \_Rev171128

**Amendment No.** 2  
**Date:** December 6, 2017  
**Project Name:** Sacramento Unified School District  
Central Kitchen  
HMC #3186053-000

## **AMENDMENT NO. 2 TO OWNER/ARCHITECT AGREEMENT**

**That certain Owner/Architect Agreement (Agreement) dated April 8, 2014, by and between SACRAMENTO CITY UNIFIED SCHOOL DISTRICT (Owner) and HMC GROUP (Architect) is hereby amended, modified, and revised as follows:**

### **Scope of Work:**

To address general storage needs for the Central Kitchen, grounds and library services, Architect has been asked to include the design, permitting, and construction of a new 15,000 square foot general storage warehouse on the Northeast corner of the Central Kitchen Project site. The following Amendment includes additional services associated with the development of Design and Construction Documents, Agency Submittal, Bidding, Construction Administration and Closeout.

### **Additional Services:**

- Architect will prepare a set of Construction Documents (drawings and specifications) including a title page, fire access plan and an overall site plan. Services also include an independent estimate, QA/QC and coordination.
- Architect will prepare a separate package for submittal to DSA (Access-Only), third party plan-check, and other authorities having jurisdiction over the Project to receive all necessary approvals for the New Warehouse Project.
- Architect will prepare addenda, review bids and work with the District's Construction Manager and Lease / Leaseback (L/LB) Contractor to negotiate a Construction Contract for the New Warehouse Project.
- Architect will facilitate the Construction Administration of the New Warehouse Project per the Project Schedule listed below.
- Architect will prepare necessary closeout documents to receive certification from all authorities having jurisdiction.

### **Assumptions:**

- The estimated construction budget for the New Warehouse Project is preliminarily established at Two Million Dollars (\$2,000,000).
- The Project is scheduled to be completed prior to the 2018 school year.

### **Project Schedule:**

Design and Construction Documents	11/24/17 – 2/5/18
DSA / Agency Review	2/5/18 – 3/9/18
Bidding / Negotiation	3/12/18 – 3/30/18
Project Construction	4/2/18 – 8/10/18
Certification	9/1/18

**Note:** The Owner and Architect agree and acknowledge, however, that the performance of the Architect's services may depend upon other parties and circumstances which the Architect cannot control. The schedule and fee therefore, may be extended by agreement between the Owner and Architect, except where the Architect is solely responsible for Project delays.

**Exclusions:**

1. Topographical surveys
2. Geotechnical investigations
3. Test and inspections
4. Permit / Agency Fees
5. Environmental Reports
6. Furniture space planning, selection and specification

**Architect's Compensation:**

Architect will provide the services outlined in the Scope of Work above for a fixed fee of One Hundred Forty-Two Thousand Eight Hundred Dollars (\$142,800), as follows:

**Fee Summary:**

Phase	Basic Services	%	Amend #1	%	Amend #2	%	Revised Fee
Schematic Design	\$ 331,398	10%					
Design Development 50%	\$ 331,398	10%					
Design Development 100%	\$ 331,398	10%					
Construction Docs 50%	\$ 331,398	10%					
Construction Docs 100%	\$ 331,398	10%	\$ 29,684	20%	<b>\$ 71,400</b>	50%	\$432,482
Agency	\$ 331,398	10%	\$ 25,231	17%	<b>\$ 14,280</b>	10%	\$370,909
Bid & Negotiation	\$ 331,398	10%	\$ 7,421	5%	<b>\$ 14,280</b>	10%	\$353,099
Construction Admin	\$ 828,495	25%	\$ 80,147	54%	<b>\$ 35,700</b>	25%	\$944,342
Closeout	\$ 165,699	5%	\$ 5,937	4%	<b>\$ 7,140</b>	5%	\$178,776
<b>Total</b>	<b>\$ 3,313,980</b>	<b>100%</b>	<b>\$148,420</b>	<b>100%</b>	<b>\$142,800</b>	<b>100%</b>	<b>\$3,605,200</b>

**Note:** Should any material changes including but not limited to schedule, delivery method, Construction Budget materially increasing beyond the levels indicated in this Amendment, including adjustments for Owner authorized scope changes and additive change orders not resulting from the errors or omissions of the Architect, the fee shall be adjusted accordingly, with prior written approval from the Owner.

**Reimbursable Expenses:**

Reimbursable expenses are in addition to compensation for Basic and Owner approved Additional Services, including printing, plotting (including 3D plotting), delivery, electronic submittal and other expenses related to Agency review, Bidding, Construction or other Owner requested costs. Expense of transportation (including mileage) in connection with the Project; Expenses in connection with authorized out-of-town travel, including travel time; and fees paid for securing approval of authorities having jurisdiction over the Project. The Architect's compensation shall be computed based on 1.00 times the amounts invoiced to the Architect.

Sacramento City Unified School District  
Amendment No. 2  
Central Kitchen  
December 6, 2017

Please review this Amendment and if it meets with your approval, please sign and return one (1) original to my attention.

**HMC GROUP**  
3546 Concours Street  
Ontario, CA 91764

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
5735 47th Avenue  
Sacramento, CA 95824

By  \_\_\_\_\_ 12/6/17  
Arturo Levenfeld, AIA LEED AP BD+C (Date)  
Managing Principal

By \_\_\_\_\_ (Date)  
James C. Dobson  
Director, Facilities Management & Operations

CC: S. Jimenez, B. Meyers, S. Ng, File-CN-AOA  
Encls: Amend No. 2\_SCUSD Central Kitchen\_New Warehouse 171206.doc1128



CALIFORNIA DESIGN WEST ARCHITECTS INC.

2100 19TH STREET  
SACRAMENTO, CA 95818  
916.446.2466 | OFFICE  
916.446.5118 | FAX

September 15, 2017

Jeff Bozeman  
Sacramento City Unified School District  
425 1st Avenue  
Sacramento, CA 95818

RE: PO Request for Architectural Services for Path of Travel DSA Required Upgrades at Genevieve Didion Elementary, Matsuyama Elementary, Pony Express Elementary, Leonardo Da Vinci K-8, and Crocker / Riverside Elementary School

Dear Jeff,

Please see total A&E Fees below for POT work as required by DSA. Please process a PO for these items.

PROJECT	CONSTRUCTION COST	A&E FEE
<b>GENEVIEVE DIDION ELEMENTARY SCHOOL</b> POT UPGRADES (CCD # 2)  <u>A&amp;E Fee:</u> \$ 38,380.00 x 9% =	\$ 38,380.00	\$ 3,454.20
<b>MATSUYAMA ELEMENTARY SCHOOL</b> POT UPGRADES (CCD # 2)  <u>A&amp;E Fee:</u> \$ 38,350.00 x 9% =	\$ 38,350.00	\$ 3,451.50
<b>PONY EXPRESS ELEMENTARY SCHOOL</b> POT UPGRADES (CCD # 1)  <u>A&amp;E Fee:</u> \$ 42,080.00 x 9% =	\$ 42,080.00	\$ 3,787.20
<b>LDV K-8 SCHOOL</b> POT UPGRADES (CCD # 2)  <u>A&amp;E Fee:</u> \$ 170,000.00 x 9% =	\$ 170,000.00 (\$187,000 - \$17,000 contingency)	\$ 15,300.00
<b>CROCKER / RIVERSIDE ELEMENTARY SCHOOL</b> POT UPGRADES (CCD # 1)  <u>A&amp;E Fee:</u> \$ 130,000.00 x 9% =	\$ 130,000.00 (\$143,000 - \$13,000 contingency)	\$ 11,700.00
<b>TOTAL A&amp;E FEES</b>		<b>\$ 37,692.90</b>

Please let me know if you have any questions.

Sincerely,

Shane Trump  
Project Architect



**AMS.NET**  
Technology Solution Provider

# COST SUMMARY

## Project Cost Summary - Sacramento City Unified School District

### Project Information

Sacramento City Unified School District E-Rate 21 - Multiple Sites - Network Upgrades-Optics - 86058(SPURR)  
Project # 86058  
February 1, 2018

### Account Manager

Jared Bayless  
jbayless@ams.net  
(925) 245-6186

AMS Quote #	Description	Products	Labor	Est. Taxes	Total
Q-00022838	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Leonardo Da Vinci	\$4,440.44	\$16,500.00	\$359.79	\$21,300.23
Q-00022842	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Phoebé A. Hearst	\$3,086.08	\$11,060.00	\$248.10	\$14,394.18
Q-00022845	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Suttenville	\$4,106.08	\$11,060.00	\$332.69	\$15,498.77
Q-00022846	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Theodore Judah	\$2,906.08	\$11,060.00	\$233.15	\$14,199.23
Q-00022847	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Alice Birney	\$3,026.08	\$11,060.00	\$243.11	\$14,329.19
Q-00022852	Sacramento City Unified School District E-Rate 21 - Multiple Sites - SM Fiber Cabling- Crocker/Riverside	\$3,206.08	\$11,060.00	\$258.05	\$14,524.13
Q-00022877	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Alice Birney RV1	\$6,785.79	\$19,200.00	\$555.00	\$26,540.79
Q-00022880	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Caroline Wenzel	\$908.86	\$3,400.00	\$69.69	\$4,378.55
Q-00022883	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- David Lubin RV1	\$10,522.34	\$25,225.00	\$863.61	\$36,610.95
Q-00023044	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- A. M. Winn	\$287.51	\$775.00	\$21.24	\$1,083.75
Q-00023046	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Luther Burbank HS RV1	\$247.51	\$375.00	\$20.44	\$642.95
Q-00023049	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Nicholas RV1	\$197.51	\$375.00	\$16.31	\$588.82
Q-00023050	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Mark Hopkins	\$287.51	\$775.00	\$21.24	\$1,083.75
Q-00023051	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- William Land RV1	\$247.51	\$375.00	\$20.44	\$642.95
Q-00023052	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Abraham Lincoln RV1	\$327.72	\$775.00	\$24.46	\$1,127.18
Q-00023059	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Pony Express	\$6,673.47	\$14,175.00	\$546.07	\$21,394.54
Q-00023063	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Leonardo Da Vinci RV1	\$14,099.91	\$35,625.00	\$1,151.29	\$50,876.20
Q-00023127	E-Rate 21 - A.M. Winn Waldorf - Wireless Upgrades-86058 - SPURR	\$1,200.76	\$370.00	\$92.71	\$1,663.47
Q-00023130	E-Rate 21 - Abraham Lincoln ES - Wireless Upgrades-86058 - SPURR	\$2,401.52	\$570.00	\$185.44	\$3,156.96
Q-00023132	E-Rate 21 - Luther Burbank HS - Wireless Upgrades-86058 - SPURR	\$1,200.76	\$370.00	\$92.71	\$1,663.47
Q-00023133	E-Rate 21 - William Land ES - Wireless Upgrades-86058 - SPURR	\$1,200.76	\$370.00	\$92.71	\$1,663.47
Q-00023134	E-Rate 21 - Alice Birney Waldorf - Network Upgrades-86058 - SPURR	\$15,928.44	\$4,740.00	\$1,314.09	\$21,982.53
Q-00023135	E-Rate 21 - McClatchy HS - Network Upgrades-86058 - SPURR	\$42,652.72	\$3,710.00	\$3,518.84	\$49,881.56



Q-00023136	E-Rate 21 - Caleb Greenwood ES - Network Upgrades-86058 - SPURR	\$21,120.00	\$2,280.00	\$1,742.40	\$25,142.40
Q-00023137	E-Rate 21 - Camellia ES - Network Upgrades-86058 - SPURR	\$15,840.00	\$1,540.00	\$1,306.80	\$18,686.80
Q-00023141	E-Rate 21 - Capital City Independent Study - Network Upgrades-86058 - SPURR	\$11,720.00	\$800.00	\$871.20	\$13,391.20
Q-00023142	E-Rate 21 - Caroline Wenzel ES - Network Upgrades-86058 - SPURR	\$10,560.00	\$1,140.00	\$871.20	\$12,571.20
Q-00023143	E-Rate 21 - Cesar Chavez Intermediate - Network Upgrades-86058 - SPURR	\$15,840.00	\$1,540.00	\$1,306.80	\$18,686.80
Q-00023144	E-Rate 21 - Crocker/Riverside ES - Network Upgrades-86058 - SPURR	\$10,677.92	\$4,170.00	\$880.93	\$15,728.85
Q-00023145	E-Rate 21 - David Lubin - Network Upgrades-86058 - SPURR	\$15,840.00	\$1,540.00	\$1,306.80	\$18,686.80
Q-00023146	E-Rate 21 - Earl Warren ES - Network Upgrades-86058 - SPURR	\$21,580.00	\$3,210.00	\$1,780.35	\$26,570.35
Q-00023148	E-Rate 21 - Edward Kemble ES - Network Upgrades-86058 - SPURR	\$23,876.00	\$3,010.00	\$1,969.77	\$28,855.77
Q-00023149	E-Rate 21 - Elder Creek ES - Wireless Upgrades-86058 - SPURR	\$11,007.48	\$3,080.00	\$831.87	\$14,919.35
Q-00023150	E-Rate 21 - Ethel I Baker ES - Network Upgrades-86058 - SPURR	\$21,580.00	\$3,040.00	\$1,780.35	\$26,400.35
Q-00023152	E-Rate 21 - Father Keith B. Kenny - Network Upgrades-86058 - SPURR	\$17,448.00	\$2,770.00	\$1,439.46	\$21,657.46
Q-00023153	E-Rate 21 - Genevieve Didion - Network Upgrades-86058 - SPURR	\$16,300.00	\$2,470.00	\$1,344.75	\$20,114.75
Q-00023154	E-Rate 21 - Golden Empire ES - Network Upgrades-86058 - SPURR	\$21,120.00	\$2,280.00	\$1,742.40	\$25,142.40
Q-00023157	E-Rate 21 - Hollywood Park ES - Network Upgrades-86058 - SPURR	\$10,560.00	\$1,140.00	\$871.20	\$12,571.20
Q-00023158	E-Rate 21 - Hubert Bancroft ES - Network Upgrades-86058 - SPURR	\$15,840.00	\$1,540.00	\$1,306.80	\$18,686.80
Q-00023159	E-Rate 21 - James Marshall ES - Network Upgrades-86058 - SPURR	\$10,560.00	\$970.00	\$871.20	\$12,401.20
Q-00023160	E-Rate 21 - John Cabrillo ES - Wireless Upgrades-86058 - SPURR	\$14,676.64	\$3,880.00	\$1,109.20	\$19,665.84
Q-00023161	E-Rate 21 - John F. Kennedy HS - Wireless Upgrades-86058 - SPURR	\$38,604.72	\$9,880.00	\$2,892.70	\$51,377.42
Q-00023162	Rate 21 - School Of Engineering & Sciences - Wireless Upgrades - 86058-SPURR	\$3,291.20	\$970.00	\$246.12	\$4,507.32
Q-00023163	E-Rate 21 - Kit Carson MS - Network Upgrades-86058 - SPURR	\$15,840.00	\$2,220.00	\$1,306.80	\$19,366.80
Q-00023165	E-Rate 21 - Leataata Floyd ES - Network Upgrades-86058 - SPURR	\$20,432.00	\$3,080.00	\$1,685.64	\$25,197.64
Q-00023166	E-Rate 21 - Leonardo Da Vinci - Network Upgrades-86058 - SPURR	\$21,355.84	\$6,740.00	\$1,761.86	\$29,857.70
Q-00023168	E-Rate 21 - Mark Twain ES - Network Upgrades-86058 - SPURR	\$10,560.00	\$1,140.00	\$871.20	\$12,571.20
Q-00023173	E-Rate 21 - Martin Luther King, JR - Network Upgrades-86058 - SPURR	\$12,856.00	\$1,740.00	\$1,060.62	\$15,656.62
Q-00023174	E-Rate 21 - Matsuyama ES - Network Upgrades-86058 - SPURR	\$29,156.00	\$3,750.00	\$2,405.37	\$35,311.37
Q-00023177	E-Rate 21 - Nicholas ES- Wireless Upgrades-86058 - SPURR	\$9,428.76	\$2,880.00	\$708.00	\$13,016.76
Q-00023178	E-Rate 21 - O.W. Erlewine ES - Network Upgrades-86058 - SPURR	\$5,280.00	\$570.00	\$435.60	\$6,285.60
Q-00023183	E-Rate 21 - Oak Ridge ES - Network Upgrades-86058 - SPURR	\$33,288.00	\$4,480.00	\$2,746.26	\$40,514.26
Q-00023184	E-Rate 21 - Pacific ES - Wireless Upgrades-86058 - SPURR	\$10,696.40	\$3,280.00	\$799.87	\$14,776.27



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# COST SUMMARY

Q-00023185	E-Rate 21 - Parkway ES - Wireless Upgrades-86058 - SPURR	\$2,468.40	\$770.00	\$184.58	\$3,422.98
Q-00023186	E-Rate 21 - Phoebe A Hearst ES - Network Upgrades-86058 - SPURR	\$21,120.00	\$2,280.00	\$1,742.40	\$25,142.40
Q-00023187	E-Rate 21 - Pony Express ES - Network Upgrades-86058 - SPURR	\$15,840.00	\$1,880.00	\$1,306.80	\$19,026.80
Q-00023188	E-Rate 21 - Sequoia ES - Network Upgrades-86058 - SPURR	\$18,136.00	\$1,970.00	\$1,496.22	\$21,602.22
Q-00023189	E-Rate 21 - Success Acad (Mark Hopkins) - Wireless Upgrades-86058 - SPURR	\$1,200.76	\$370.00	\$90.60	\$1,661.36
Q-00023190	E-Rate 21 - Susan B Anthony ES - Wireless Upgrades-86058 - SPURR	\$9,050.80	\$2,880.00	\$676.82	\$12,607.62
Q-00023191	E-Rate 21 - Sutterville ES - Network Upgrades-86058 - SPURR	\$11,686.00	\$1,440.00	\$964.10	\$14,090.10
Q-00023192	E-Rate 21 - Tahoe ES - Wireless Upgrades-86058 - SPURR	\$4,114.00	\$1,170.00	\$307.65	\$5,591.65
Q-00023193	E-Rate 21 - Theodore Judah ES - Network Upgrades-86058 - SPURR	\$11,708.00	\$1,780.00	\$965.91	\$14,453.91
Q-00023194	E-Rate 21 - Bowling Green- Chacon - Wireless Upgrades-86058 - SPURR	\$2,468.40	\$770.00	\$184.58	\$3,422.98
Q-00023309	E-Rate 21 - The MET - Network Upgrades-86058 - SPURR	\$10,164.00	\$1,940.00	\$686.07	\$12,790.07
Q-00023312	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Caleb Greenwood RV1	\$7,528.81	\$21,400.00	\$616.47	\$29,545.28
Q-00023313	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Camellia RV1	\$8,435.03	\$21,250.00	\$691.22	\$30,376.25
Q-00023314	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Crocker/Riverside RV1	\$9,097.33	\$34,375.00	\$745.25	\$44,217.58
Q-00023315	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Earl Warren RV1	\$5,992.46	\$19,000.00	\$489.85	\$25,482.31
Q-00023316	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Edward Kemble RV1	\$6,121.04	\$19,925.00	\$500.67	\$26,546.71
Q-00023317	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Elder Creek RV1	\$417.93	\$2,150.00	\$31.95	\$2,599.88
Q-00023318	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Ethel I. Baker RV1	\$13,153.27	\$40,750.00	\$1,080.43	\$54,983.70
Q-00023319	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Father Keith B. Kenny RV1	\$5,600.38	\$11,700.00	\$456.56	\$17,756.94
Q-00023320	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Cabling- Genevieve Didion RV1	\$10,330.00	\$36,925.00	\$846.22	\$48,101.22
Q-00023321	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Cabling- Golden Empire RV1	\$11,571.91	\$37,000.00	\$948.40	\$49,520.31
Q-00023322	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Hollywood Park RV1	\$4,911.87	\$16,600.00	\$400.98	\$21,912.85
Q-00023323	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Hubert Bancroft RV1	\$5,672.43	\$20,775.00	\$463.74	\$26,911.17
Q-00023324	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- James Marshall RV1	\$5,524.78	\$15,400.00	\$451.32	\$21,376.10
Q-00023325	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- John Cabrillo RV1	\$6,778.16	\$23,900.00	\$554.63	\$31,232.79
Q-00023326	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Leataata Floyd Elem RV1	\$4,385.63	\$12,300.00	\$355.96	\$17,041.59
Q-00023327	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Mark Twain RV1	\$4,897.36	\$9,350.00	\$399.61	\$14,646.97
Q-00023328	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Martin Luther King Jr	\$6,685.03	\$14,150.00	\$547.04	\$21,382.07
Q-00023329	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Matsuyama RV1	\$9,570.67	\$27,875.00	\$784.08	\$38,229.75
Q-00023330	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- O. W. Erlwine Elementary RV1	\$5,026.38	\$11,975.00	\$410.00	\$17,411.38



Q-00023331	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Oak Ridge RV1	\$7,347.30	\$19,100.00	\$601.89	\$27,049.19
Q-00023332	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Phoebe A. Hearst RV1	\$9,899.46	\$20,950.00	\$812.00	\$31,661.46
Q-00023333	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Sequoia RV1	\$6,444.18	\$20,450.00	\$525.74	\$27,419.92
Q-00023334	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Sutterville RV1	\$6,355.56	\$18,525.00	\$518.62	\$25,399.18
Q-00023335	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Theodore Judah RV1	\$9,455.33	\$22,875.00	\$774.01	\$33,104.34
Q-00023336	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- John F. Kennedy High	\$5,927.30	\$9,100.00	\$483.97	\$15,511.27
Q-00023337	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- School of Engineering & Science	\$3,355.32	\$6,600.00	\$273.46	\$10,228.78
Q-00023338	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Capital City	\$8,250.02	\$21,900.00	\$674.33	\$30,824.35
Q-00023339	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- Cesar Chavez	\$9,832.23	\$20,275.00	\$805.54	\$30,912.77
Q-00023340	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- CK McClatchy HS RV1	\$5,073.77	\$16,650.00	\$412.33	\$22,136.10
Q-00023405	Sacramento City Unified School District E-Rate 21 - Multiple Sites - Copper Cabling- The MET	\$4,982.85	\$10,975.00	\$406.59	\$16,364.44
Q-00023711	E-Rate 21 - McClatchy HS - Wireless Upgrades-86058 - SPURR	\$4,803.04	\$970.00	\$370.85	\$6,143.89
Q-00023712	E-Rate 21 - Alice Birney Waldorf - Wireless Upgrades-86058 - SPURR	\$17,456.12	\$3,040.00	\$1,325.79	\$21,821.91
Q-00023716	E-Rate 21 - Caleb Greenwood ES - Wireless Upgrades-86058 - SPURR	\$21,948.08	\$5,280.00	\$1,664.62	\$28,892.70
Q-00023717	E-Rate 21 - Camellia ES - Wireless Upgrades-86058 - SPURR	\$19,101.72	\$4,680.00	\$1,448.84	\$25,230.56
Q-00023721	E-Rate 21 - Capital City Independent Study - Wireless Upgrades-86058 - SPURR	\$3,291.20	\$970.00	\$246.12	\$4,507.32
Q-00023723	E-Rate 21 - Caroline Wenzel ES - Wireless Upgrades-86058 - SPURR	\$15,810.52	\$3,540.00	\$1,202.72	\$20,553.24
Q-00023724	E-Rate 21 - Cesar Chavez Intermediate - Wireless Upgrades-86058 - SPURR	\$10,117.80	\$2,340.00	\$771.21	\$13,229.01
Q-00023725	E-Rate 21 - Crocker/Riverside ES - Wireless Upgrades-86058 - SPURR	\$15,877.40	\$3,910.00	\$1,201.91	\$20,989.31
Q-00023727	E-Rate 21 - David Lubin - Wireless Upgrades-86058 - SPURR	\$20,369.36	\$5,080.00	\$1,540.72	\$26,990.08
Q-00023728	E-Rate 21 - Earl Warren ES - Wireless Upgrades-86058 - SPURR	\$13,786.96	\$3,310.00	\$1,048.49	\$18,145.45
Q-00023730	E-Rate 21 - Edward Kemble ES - Wireless Upgrades-86058 - SPURR	\$19,546.56	\$4,880.00	\$1,479.21	\$25,905.77
Q-00023734	E-Rate 21 - Ethel I Baker ES - Wireless Upgrades-86058 - SPURR	\$19,546.56	\$4,880.00	\$1,479.21	\$25,905.77
Q-00023737	E-Rate 21 - Father Keith B. Kenny - Wireless Upgrades-86058 - SPURR	\$17,456.12	\$4,110.00	\$1,325.79	\$22,891.91
Q-00023739	E-Rate 21 - Genevieve Didion - Wireless Upgrades-86058 - SPURR	\$17,456.12	\$4,110.00	\$1,325.79	\$22,891.91
Q-00023742	E-Rate 21 - Golden Empire ES - Wireless Upgrades-86058 - SPURR	\$12,342.00	\$3,680.00	\$922.94	\$16,944.94
Q-00023743	E-Rate 21 - Hollywood Park ES - Wireless Upgrades-86058 - SPURR	\$14,231.80	\$3,340.00	\$1,078.85	\$18,650.65
Q-00023746	E-Rate 21 - Hubert Bancroft ES - Wireless Upgrades-86058 - SPURR	\$18,345.80	\$4,680.00	\$1,386.50	\$24,412.30
Q-00023749	E-Rate 21 - James Marshall ES - Wireless Upgrades-86058 - SPURR	\$21,192.16	\$5,110.00	\$1,602.26	\$27,904.42
Q-00023751	E-Rate 21 - Leataata Floyd ES - Wireless Upgrades-86058 - SPURR	\$8,094.24	\$2,280.00	\$616.97	\$10,991.21



Q-00023752	E-Rate 21 - Leonardo Da Vinci - Wireless Upgrades-86058 - SPURR	\$18,723.76	\$4,340.00	\$1,417.67	\$24,481.43
Q-00023754	E-Rate 21 - Mark Twain ES - Wireless Upgrades-86058 - SPURR	\$11,385.44	\$2,740.00	\$863.07	\$14,988.51
Q-00023756	E-Rate 21 - Martin Luther King, JR - Wireless Upgrades-86058 - SPURR	\$19,991.40	\$4,740.00	\$1,509.55	\$26,240.95
Q-00023758	E-Rate 21 - Matsuyama ES - Wireless Upgrades-86058 - SPURR	\$16,566.44	\$3,880.00	\$1,265.09	\$21,711.53
Q-00023759	E-Rate 21 - O.W. Erlewine ES - Wireless Upgrades-86058 - SPURR	\$13,786.96	\$3,310.00	\$1,048.49	\$18,145.45
Q-00023760	E-Rate 21 - Oak Ridge ES - Wireless Upgrades-86058 - SPURR	\$16,084.94	\$4,280.00	\$1,212.67	\$21,577.61
Q-00023761	E-Rate 21 - Phoebe A Hearst ES - Wireless Upgrades-86058 - SPURR	\$19,479.68	\$4,680.00	\$1,480.03	\$25,639.71
Q-00023762	E-Rate 21 - Pony Express ES - Wireless Upgrades-86058 - SPURR	\$12,586.20	\$3,280.00	\$955.78	\$16,821.98
Q-00023764	E-Rate 21 - Sequoia ES - Wireless Upgrades-86058 - SPURR	\$18,656.88	\$4,310.00	\$1,418.50	\$24,385.38
Q-00023766	E-Rate 21 - Sutterville ES - Wireless Upgrades-86058 - SPURR	\$16,255.36	\$3,740.00	\$1,233.09	\$21,228.45
Q-00023767	E-Rate 21 - Theodore Judah ES - Wireless Upgrades-86058 - SPURR	\$14,231.80	\$3,680.00	\$1,078.85	\$18,990.65
Q-00023770	E-Rate 21 - The MET - Wireless Upgrades-86058 - SPURR	\$8,539.08	\$2,140.00	\$647.29	\$11,326.37
		<b>\$1,416,518.05</b>	<b>\$980,895.00</b>	<b>\$112,372.16</b>	<b>\$2,509,785.21</b>

District's Portion after E-Rate Funding : \$556,600.00

Vendor: AMS.NET  
 Address: 502 Commerce Way, Livermore, CA 94551  
 Phone: 925-245-6100  
 SPIN: 143005880



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1b

**Meeting Date:** March 1, 2018

**Subject:** Approve Personnel Transactions 3/1/18

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

**Division:** Human Resources Services

**Recommendation:** Approve Personnel Transactions 3/1/18

**Background/Rationale:** None

**Financial Considerations:** None

**LCAP Goal(s):** Safe, Clean and Healthy Schools

**Documents Attached:**

1. Certificated Personnel Transactions Dated March 1, 2018
2. Classified Personnel Transactions Dated March 1, 2018

**Estimated Time of Presentation:** N/A

**Submitted by:** Cancy McArn, Chief Human Resources Officer

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

Attachment 1: CERTIFICATED 03/1/17

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BegDate	EndDate	Comment
<b>EMPLOY/RE-EMPLOY</b>							
SOLIS	MARTIN	0	Teacher, High School	ROSEMONT HIGH SCHOOL	2/7/2018	6/30/2018	EMPLOY PROB 2/7/18
CHALLE	KAREN	B	Teacher, Adult Ed, Hourly	NEW SKILLS & BUSINESS ED. CTR	2/13/2018	6/30/2018	EMPLOY PROB 2/13/18
SADIQ	SEEMA	B	Teacher, Middle School	FERN BACON MIDDLE SCHOOL	1/12/2018	6/30/2018	EMPLOY PROB 1/12/18
<b>RE-ASSIGN / STATUS CHANGE</b>							
COOKSEY	CAITLIN	0	Teacher, Spec Ed	SEQUOIA ELEMENTARY SCHOOL	2/16/2018	6/30/2018	REA 2/16/18
HOPKINS	LINDSAY	A	Behav Intrvsn SP Spec Ed Dept	SPECIAL EDUCATION DEPARTMENT	2/20/2018	6/30/2018	REA 2/28/18
CARROLL	MICHELLE	A	Counselor, Middle School	WILL C. WOOD MIDDLE SCHOOL	2/12/2018	6/30/2018	STCHG 2/12/18
SADIQ	SEEMA	Q	Teacher, Middle School	FERN BACON MIDDLE SCHOOL	1/12/2018	6/30/2018	STCHG 1/12/18
ALLEN	ASHLEIGH	C	Teacher, Elementary	ISADOR COHEN ELEMENTARY SCHOOL	10/29/2017	6/30/2018	STCHG 10/29/17
<b>LEAVES</b>							
AVELAR	THOMAS	C	Counselor, Middle School	FERN BACON MIDDLE SCHOOL	2/9/2018	2/22/2018	LOA (PD) CFRA 2/9-2/22/18
PEREZ	SHAILA	A	Teacher, Spec Ed	SPECIAL EDUCATION DEPARTMENT	4/27/2018	6/15/2018	LOA (PD) FMLA/CFRA 4/27-6/15/18
FAJARDO	AARON	C	Teacher, Spec Ed	SUTTER MIDDLE SCHOOL	2/20/2018	2/23/2018	LOA (PD) FMLA/CFRA 2/20-2/23/18
GEDDES	JOSEPH	A	Teacher, Elementary Spec Subj	CAROLINE WENZEL ELEMENTARY	2/26/2018	3/8/2018	LOA (PD) FMLA/CFRA 2/26-3/8/18
GEDDES	JOSEPH	C	Teacher, Elementary Spec Subj	ISADOR COHEN ELEMENTARY SCHOOL	2/26/2018	3/8/2018	LOA (PD) FMLA/CFRA 2/26-3/8/18
KEMP	MEGAN	C	Teacher, Elementary	CALLEB GREENWOOD ELEMENTARY	4/14/2018	6/30/2018	LOA (PD) FMLA/CFRA 4/14-6/30/18
CHRISTENSEN	MEAGHAN	A	Teacher, Resource, Special Ed.	ABRAHAM LINCOLN ELEMENTARY	4/22/2018	6/15/2018	LOA (PD) FMLA/CFRA 4/22-6/15/18
CHRISTENSEN	MEAGHAN	A	Teacher, Resource, Special Ed.	SEQUOIA ELEMENTARY SCHOOL	4/22/2018	6/15/2018	LOA (PD) FMLA/CFRA 4/22-6/15/18
LACHAPPELLE	KELLIE	A	Teacher, Spec Ed	ROSA PARKS MIDDLE SCHOOL	12/31/2017	2/23/2018	LOA (PD) FMLA/CFRA 12/31/17-3/23/18
CHRISTENSEN	MEAGHAN	A	Teacher, Resource, Special Ed.	ABRAHAM LINCOLN ELEMENTARY	2/26/2018	4/21/2018	LOA (PD) 2/26-4/21/18
CHRISTENSEN	MEAGHAN	A	Teacher, Resource, Special Ed.	SEQUOIA ELEMENTARY SCHOOL	2/26/2018	4/21/2018	LOA (PD) 2/26-4/21/18
BOYD	SARA	C	Teacher, Elementary	CAROLINE WENZEL ELEMENTARY	2/25/2018	6/20/2018	LOA (PD) 2/5-6/20/18
KEMP	MEGAN	C	Teacher, Elementary	CAROLINE WENZEL ELEMENTARY	2/5/2018	4/13/2018	LOA (PD) 2/5-4/13/18
PEREZ	SHAILA	A	Teacher, Spec Ed	SPECIAL EDUCATION DEPARTMENT	2/20/2018	4/26/2018	LOA (PD) 2/20-4/26/18
ARRIAGA	SHAINNA	A	Teacher, Spec Ed	WILL C. WOOD MIDDLE SCHOOL	2/13/2018	5/8/2018	LOA PD FMLA/CFRA 2/13/18-5/8/18
GRAY	RACHELLE	A	Teacher, Elementary	WASHINGTON ELEMENTARY SCHOOL	3/30/2018	6/15/2018	LOA PD FMLA/CFRA 3/30/18-6/15/18
SEMIANKOVICH	LIYA	B	School Nurse	HEALTH SERVICES	4/13/2018	6/30/2018	LOA RTN (PD) FMLA/CFRA 4/13/18
COOK	STEPHANIE	A	Teacher, High School	GEO WASHINGTON CARVER	1/22/2018	6/30/2018	LOA RTN 1/22/18
GRAVITZ	KAREN	A	Teacher, Elementary	MATSUYAMA ELEMENTARY SCHOOL	2/20/2018	6/30/2018	LOA RTN 2/20/18
MARTINEZ	MALIKA	0	Teacher, Elementary	JOHN D SLOAT BASIC ELEMENTARY	2/20/2018	5/14/2018	LOA(PD)FMLA/CFRA 2/8-5/14/18
ARRIAGA	SHAINNA	A	Teacher, Spec Ed	WILL C. WOOD MIDDLE SCHOOL	2/8/2018	2/9/2018	LOA PD FMLA/CFRA 1/29/18-2/9/18
FINEGAN	SEAN	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	1/27/2018	6/30/2018	LOA RTN 1/27/18
ANDREWS	JONATHAN	A	Teacher, High School	JOHN F. KENNEDY HIGH SCHOOL	3/3/2018	6/30/2018	LOA RTN (PD) 3/3/18
DAYTON	NATHAN	0	Teacher, Middle School	SAM BRANNAN MIDDLE SCHOOL	2/14/2018	6/30/2018	LOA ADMIN(PD) 2/14/18
MORRIS	TRACY	A	Teacher, Elementary Spec Subj	ETHEL I. BAKER ELEMENTARY	2/8/2018	6/30/2018	LOA ADMIN(PD) 2/8/18
SAECHOU	SOUCHOY	A	Teacher, Elementary	ETHEL I. BAKER ELEMENTARY	2/2/2018	6/30/2018	LOA ADMIN(PD) 2/2-6/30/18
WHITE	TAMESHIA	A	Teacher, High School	LUTHER BURBANK HIGH SCHOOL	12/23/2017	2/15/2018	SEPRESIGN, 2/15/18
<b>SEPARATE / RESIGN / RETIRE</b>							
COOKSEY	CAITLIN	B	Inst Aid, Spec Ed	JAMES W MARSHALL ELEMENTARY	7/1/2017	6/15/2018	SEPRESIGN 6/15/18
HILL	ELAINE	A	Teacher, Parent/Preschool Ed	CHILD DEVELOPMENT PROGRAMS	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
AGUIRE	VIRGINIA	A	Teacher, Resource, Special Ed.	HUBERT H BANCROFT ELEMENTARY	7/1/2017	4/1/2018	SEPRETIRE 4/1/18
CARRIER	CYNTHIA	A	Teacher, High School	ROSEMONT HIGH SCHOOL	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
HANSON	CARRIE	A	Teacher, Elementary	HUBERT H BANCROFT ELEMENTARY	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
MAMOLA	JENNIFER	A	Teacher, High School	ROSEMONT HIGH SCHOOL	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
NIEHAUS	MARIBETH	A	Teacher, K-8	LEONARDO da VINCI ELEMENTARY	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
GREEN	TARIEL	A	Teacher, Elementary	PETER BURNETT ELEMENTARY	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
HUI	PAULINE	A	Teacher, Elementary	ELDER CREEK ELEMENTARY SCHOOL	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
SMITH	KATHLEEN	A	Teacher, Elementary	MARK TWAIN ELEMENTARY SCHOOL	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
STANZLER	PETER	A	Teacher, Elementary	ROSA PARKS MIDDLE SCHOOL	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
VEIRS	MARY	A	Teacher, Child Development	CHILD DEVELOPMENT PROGRAMS	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
BAILES	ROBIN	A	Teacher, Elementary	GOLDEN EMPIRE ELEMENTARY	7/1/2017	6/15/2018	SEPRETIRE 6/15/18
HARVEY	LAURA	A	Teacher, Elementary	HOLLYWOOD PARK ELEMENTARY	7/1/2017	6/15/2018	SEPRETIRE 6/15/18

Attachment 2: CLASSIFIED 03/01/2018

NameLast	NameFirst	JobPerm	JobClass	PrimeSite	BagDate	EndDate	Comment
<b>EMLOY / RE-EMPLOY</b>							
HILLSINGER	CAMI	B	Inst Aid, Spec Ed	ROSEMONT HIGH SCHOOL	1/29/2018	6/30/2018	EMPLOY PROB 1/29/2018
LEMUS SERVIN	MARITZA	B	Inst Aid, Spec Ed	SAM BRANNAN MIDDLE SCHOOL	2/5/2018	6/30/2018	EMPLOY PROB 2/5/18
PEREZ	JOYCE	B	Clerk II	CAPITAL CITY SCHOOL	2/7/2018	6/30/2018	EMPLOY PROB 2/7/18
BACA	MARIO	B	Child Dev Spec I	CHILD DEVELOPMENT PROGRAMS	1/29/2018	6/30/2018	EMPLOY PROB 1/29/18
POWERS	IAIN	B	Engineer	FACILITIES MAINTENANCE	2/7/2018	6/30/2018	EMPLOY PROB 2/7/18
WARD	MAUDELENE	B	Child Care Attendant, Child Dev	CHILD DEVELOPMENT PROGRAMS	1/29/2018	6/30/2018	EMPLOY PROB 1/29/18
VIRELAS	DEISY	B	Child Care Attendant, Child Dev	CHILD DEVELOPMENT PROGRAMS	1/30/2018	6/30/2018	EMPLOY PROB 1/30/18
GARCIA	CYNTHIA	B	Inst Aid, Spec Ed	SUCCESS ACADEMY	2/5/2018	6/30/2018	EMPLOY PROB 2/5/18
<b>RE-ASSIGN / STATUS CHANGE</b>							
ORTIZ	ANTHONY	B	School Plant Ops Mngr I	LEATAATA FLOYD ELEMENTARY	2/6/2018	6/30/2018	REA 2/6/18
MITCHELL	TARA	B	Special Ed Applications Spclst	SPECIAL EDUCATION DEPARTMENT	2/1/2018	6/30/2018	REA 2/1/18
LOPEZ	MIKKO	B	School Office Manager II	ALBERT EINSTEIN MIDDLE SCHOOL	2/22/2018	6/30/2018	REA 2/22/18
HANISITS	EMILY	A	Lead Payroll Tech	EMPLOYEE COMPENSATION	3/1/2018	6/30/2018	REA 3/1/18
JUAREZ-SALAS	ISMAEL	B	Facilities Maint Laborer I	FACILITIES MAINTENANCE	1/29/2018	6/30/2018	REA 1/29/18
LEVINGSTON	TERRY	A	Bus Driver	TRANSPORTATION SERVICES	2/2/2018	6/30/2018	STCHG 2/2/18
LOWE	SUZANNE	B	Bus Driver	TRANSPORTATION SERVICES	2/2/2018	6/30/2018	STCHG 2/2/18
NG	KIMBERLY	B	Inst Aid, Spec Ed	JAMES W MARSHALL ELEMENTARY	2/16/2018	6/30/2018	STCHG 2/16/18
MAISONET-BURSIAG	JESSICA	A	Bus Driver	TRANSPORTATION SERVICES	2/2/2018	2/13/2018	STCHG 2/2/18
SALAU	KATHY	B	Bus Driver	TRANSPORTATION SERVICES	2/9/2018	4/30/2018	STCHG 2/9/18
PHAN	MINH	A	Bus Driver	TRANSPORTATION SERVICES	2/14/2018	6/30/2018	STCHG 2/14/18
RODRIGUEZ	MONICA	A	Teacher Assistant, Bilingual	FATHER K.B. KENNY - K-8	2/13/2018	6/30/2018	STCHG 2/13/18
RILEY	ONETHIA	A	Inst Aid, Spec Ed	BRET HARTE ELEMENTARY SCHOOL	8/31/2017	6/30/2018	STCHG 8/31/17
<b>LEAVES</b>							
GUTIERREZ	DONNA	A	Fd Sv Asst III	NUTRITION SERVICES DEPARTMENT	10/19/2017	3/26/2018	AMEND LOA PD 10/19/17-3/26/18
SARRARAZ	SUSAN	A	Bus Driver	TRANSPORTATION SERVICES	2/1/2018	6/30/2018	(PAID)LOA-FMLA 2/1-6/30/18
GEORGE	KIMBERLY	A	Clerk II	SUTTERVILLE ELEMENTARY SCHOOL	2/12/2018	2/16/2018	(PAID)LOA-FMLA 2/12-2/16/18
NAVARRETE	CHRISTINA	A	School Plant Ops Mngr I	SUTTERVILLE ELEMENTARY SCHOOL	2/8/2018	2/25/2018	(PAID)LOA-FMLA 2/8-2/25/18
RANEY	DEMERIS	A	Bus Driver	TRANSPORTATION SERVICES	1/4/2018	3/4/2018	(PAID)LOA-FMLA 1/4-3/4/18
HOFFMAN	BENJAMIN	A	Inst Aid, Spec Ed	C. K. McCLATCHY HIGH SCHOOL	11/27/2017	5/8/2018	(PAID)LOA-FMLA 11/27-5/8/18
SARRARAZ	SUSAN	A	Bus Driver	TRANSPORTATION SERVICES	1/20/2018	1/31/2018	(UNPAID)LOA-FMLA 1/20-1/31/18
WITTING	LINDA	A	Bus Driver	TRANSPORTATION SERVICES	2/5/2018	6/30/2018	(UNPAID)LOA-PL 2/5-6/30/18
NEDEOGLO	SVETLANA	A	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	2/7/2018	6/14/2018	(UNPAID)LOA-PL 2/7-6/14/18
WALKER	UJENA	A	Fd Sv Asst III	NUTRITION SERVICES DEPARTMENT	12/20/2017	6/30/2018	ADMIN PAID LOA 12/20/17
MAISONET-BURSIAG	JESSICA	A	Bus Driver	TRANSPORTATION SERVICES	2/14/2018	6/30/2018	LOA RTN 2/14/18
CUELLAR	MARTHA	B	Teacher Assistant, Bilingual	PACIFIC ELEMENTARY SCHOOL	1/29/2018	4/2/2018	(PAID)LOA 1/29-4/2/18
HOFFMAN	BENJAMIN	A	Inst Aid, Spec Ed	C. K. McCLATCHY HIGH SCHOOL	5/9/2018	5/19/2018	(PAID)LOA 5/9-5/19/18
<b>SEPARATE /RESIGN / RETIRE</b>							
BASTRON	TANIA	B	Inst Aid, Spec Ed	ISADOR COHEN ELEMENTARY SCHOOL	1/23/2018	2/9/2018	SEP/TERM 2/9/18
HARRISON	EYANNA	B	Inst Aid, Spec Ed	A. M. WINN - K-8	12/4/2017	2/9/2018	SEP/RESIGN 2/9/18
SPENCE	JENNIFER	A	Inst Aid, Spec Ed	TAHOE ELEMENTARY SCHOOL	7/1/2017	1/26/2018	SEP/RESIGN 1/26/18
SPENCE	JENNIFER	R	Inst Aid, Spec Ed	TAHOE ELEMENTARY SCHOOL	9/5/2017	1/26/2018	SEP/RESIGN 1/26/18
SIMS	FANICA	B	Child Care Attendant, Child Dev	CHILD DEVELOPMENT PROGRAMS	1/31/2018	2/16/2018	SEP/RESIGN 2/16/18
THAO	JENNY	B	Child Care Attendant, Child Dev	CHILD DEVELOPMENT PROGRAMS	8/31/2017	2/7/2018	SEP/RESIGN 2/7/18
SHAW	STEVEN	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	10/3/2017	2/1/2018	SEP/RESIGN 2/1/18
VANG	YEE	A	Family Partnership Facilitator	PARENT ENGAGEMENT	2/1/2018	2/23/2018	SEP/RESIGN 2/23/18
THOMAS	CAPRICCIA	B	Fd Sv Asst I	NUTRITION SERVICES DEPARTMENT	10/11/2017	2/28/2018	SEP/RESIGN 2/28/18
WEAVER	COREY	B	Clerk II	HOLLYWOOD PARK ELEMENTARY	8/21/2017	2/8/2018	SEP/RESIGN 2/8/18
DU PATY	MICHELLE	A	Lead Payroll Tech	EMPLOYEE COMPENSATION	1/6/2017	2/28/2018	SEP/RETIRE 2/28/18
CASTRO	NORA	A	Family Partnership Facilitator	PARENT ENGAGEMENT	7/1/2017	4/25/2018	SEP/RETIRE 4/25/18



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1c

**Meeting Date:** March 1, 2018

**Subject:** Approve 2018-2019 Adult Education Calendar

- 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 2018-2019 Adult Education Calendar

**Background/Rationale:** The Adult Education Calendar for 2018-2019 provides staff, students, parent and community member the opportunity to plan for the school year.

**Financial Considerations:** None

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

**Documents Attached:**

1. Sacramento City Unified School District Adult Education Calendar 2018-2019

**Estimated Time of Presentation:** N/A

**Submitted by:** Cancy McArn, Chief Human Resources Officer

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

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

2018-19 ADULT EDUCATION CALENDARS

- **177 DAY CONTRACTS** at A. Warren McClaskey Adult Center and Charles A. Jones Career and Education Center

First Semester: 89 Teaching Days (August 30, 2018 – January 25, 2019)

177 Day Calendar

First Day of Instruction for Fall Semester ..... Thursday, August 30, 2018  
 Labor Day Holiday ..... Monday, September 3, 2018  
 Veterans Day Holiday ..... Monday, November 12, 2018  
 Thanksgiving Holidays ..... Monday, November 19 – Friday, November 23, 2018  
 Winter Holidays ..... Monday, December 24, 2018 – Friday, January 4, 2019  
 Martin Luther King Day ..... Monday, January 21, 2019  
 Last Day of Instruction for Fall Semester ..... Friday, January 25, 2019

Second Semester: 88 Teaching Days (January 28, 2019 – June 10, 2019)

First Day of Instruction for Spring Semester ..... Monday, January 28, 2019  
 Lincoln Day Holiday ..... Monday, February 11, 2019  
 Presidents’ Day Holiday ..... Monday, February 18, 2019  
 Spring Holidays ..... Monday, April 15 – Friday, April 19, 2019  
 Memorial Day Holiday ..... Monday, May 27, 2019  
 Last Day of Instruction for Spring Semester ..... Monday, June 10, 2019

- **224 TEACHING DAYS** Charles A. Jones Career and Education Center

224 Day Calendar

Summer Recess 2018 ..... Monday, July 2 – Friday, July 13, 2018  
 Fourth of July Holiday ..... Wednesday, July 4, 2018  
 First Day of Instruction ..... Monday, July 16, 2018  
 Labor Day Holiday ..... Monday, September 3, 2018  
 Veterans Day Holiday ..... Monday, November 12, 2018  
 Thanksgiving Holidays ..... Monday, November 19 – Friday, November 23, 2018  
 Winter Holidays ..... Monday, December 24, 2018 – Friday, January 4, 2019  
 Martin Luther King Day ..... Monday, January 21, 2019  
 Lincoln Day Holiday ..... Monday, February 11, 2019  
 Presidents’ Day Holiday ..... Monday, February 18, 2019  
 Spring Holidays ..... Monday, April 15 – Friday, April 19, 2019  
 Memorial Day Holiday ..... Monday, May 27, 2019  
 Last Day of Instruction ..... Friday, June 28, 2019  
 Summer Recess 2019 ..... Monday, July 1 – Friday, July 12, 2019

- **230 TEACHING DAYS** at A. Warren McClaskey Adult Center

230 Day Calendar

Summer Recess 2018 ..... Monday, July 2 – Friday, July 13, 2018  
 Fourth of July Holiday ..... Tuesday, July 4, 2018  
 First Day of Instruction ..... Monday, July 16, 2018  
 Labor Day Holiday ..... Monday, September 3, 2018  
 Columbus Day Holiday ..... Friday, October 12, 2018  
 Veterans Day Holiday ..... Monday, November 12, 2018  
 Thanksgiving Holidays ..... Wednesday, November 21 – Friday, November 23, 2018  
 Winter Holidays ..... Monday, December 24, 2018 – Tuesday, January 1, 2019  
 Martin Luther King Day ..... Monday, January 21, 2019  
 Lincoln Day Holiday ..... Monday, February 11, 2019  
 Presidents’ Day Holiday ..... Monday, February 18, 2019  
 Caesar Chavez Holiday ..... Monday, April 1, 2019  
 Spring Holiday ..... Thursday, April 18 – Friday, April 19, 2019  
 Memorial Day Holiday ..... Monday, May 27, 2019  
 Last Day of Instruction ..... Friday, June 28, 2019  
 Summer Recess 2019 ..... Monday, July 1 – Friday, July 12, 2019



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1d

**Meeting Date:** March 1, 2018

**Subject:** Approve Sutter Middle School Field Trip to Ashland, Oregon  
March 14-16, 2018

- 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:** Approve Sutter Middle School Field Trip to Ashland, Oregon from March 14, 2018 to March 16, 2018.

**Background/Rationale:** On March 14, 2018 a group of 57 students, nine parent chaperones, and two teacher chaperones from Sutter Middle School will travel via charter bus and private vehicle to Ashland, Oregon to see plays at the Oregon Shakespeare Festival. This will allow students to experience acclaimed literature and a series of plays performed professionally.

**Financial Considerations:** No cost to the district.

**LCAP Goal(s):** College and Career Ready Students

**Documents Attached:**

1. Out of State Field Trip Documents

<p><b>Estimated Time of Presentation:</b> N/A</p> <p><b>Submitted by:</b> Iris Taylor, Chief Academic Officer Mary Hardin Young, Instructional Assistant Superintendent</p> <p><b>Approved by:</b> Jorge A Aguilar, 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 Sutter Middle School Date January 29, 2018

Teacher's Name Andrea Zarate Room # 304 Telephone # 916.395.5379  
Fax # 916.264.3436

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 North to Ashland, OR

Educational nature of field trip/excursion Students will attend the Oregon Shakespeare Festival and view two plays, attend two prologues, and attend workshops.

Depart Date 3/14/18 Time 9am am/pm Return Date 3/16/18 Time 3pm 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: 57

Adult Supervisors/ Drivers: DRIVER DRIVER  
1) Christa Horst  yes  no 2) Stephanie Jackson  yes  no  
3) Sandy Shimazu  yes  no 4) Sandra Leong  yes  no

Teachers and Staff Attending:  
1) Andrea Zarate  yes  no 2) Kristen Guidi  yes  no  
3) \_\_\_\_\_  yes  no 4) \_\_\_\_\_  yes  no

Principal Approval [Signature] Date 2/9/18  
Risk Management Approval (Unusual Activities) [Signature] Date 2/20/18  
Segment Administrator Approval [Signature] Date 2/15/18

- 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 Sutter Middle School Date 1/29/18  
Teacher's Name Andrea Zarate Room # 304 Telephone # 916.395.5370

Field Trip Destination Ashland, OR - Shakespeare Festival

Reason for travel To culminate the reading of Henry V by Shakespeare, my students  
will view the live performance. In addition, my students will view an  
additional play, attend two prologues, and participate in three workshops.

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 Andrea Zarate  
Teacher

**Approvals:**

[Signature] 2/9/18  
Principal Date

[Signature] 2/20/18  
Risk Management Dept. Date

[Signature] 2/15/18  
Segment Administrator Date

[Signature] 2/22/18  
Superintendent Date

Board Approval Date \_\_\_\_\_

## TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

<b>Request to Attend:</b> <input type="checkbox"/> Conference/Workshop  <input type="checkbox"/> Business Meeting	<b>Purpose for Attending:</b> <input type="checkbox"/> Professional Development  <input type="checkbox"/> Continued Education Credits Earned	<b>Instructions:</b> This form must be completed and received in Accounts Payable at least <b>30 days</b> prior to the proposed trip- <b>60 days</b> if out-of-state.  REQ # _____
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School/Department Sutter Middle School Date Jan 29, 2018

Date(s) of Event March 14-16, 2018 Location Shakespeare Festival - Ashland, OR

Event Title (attach brochure) Shakespeare Festival

Purpose\* My students are able to gain a deeper understanding and appreciation for Shakespeare's work. They will read the play in preparation for viewing the play in Ashland.

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

How does this travel align with the District's strategic plan? Students will engage in higher level text and learn about how Shakespeare impacted the Renaissance period and the world today.

How will this activity/event be used and shared? Students will make multiple connections to the learning of the play in class to the live performance.

Name of Attendee(s) (attach sheet for additional attendees)	Position	Substitute (Y/N)**	No. of Days Required	Budget Code (for substitute)
<u>Andrea Zarate</u>	<u>Teacher</u>	<u>No</u>	<u> </u>	<u> </u>
<u>Kristen Guidi</u>	<u>Teacher</u>	<u>No</u>	<u> </u>	<u> </u>
		<u>No</u>	<u> </u>	<u> </u>
		<u>No</u>	<u> </u>	<u> </u>
		<u>No</u>	<u> </u>	<u> </u>

Additional Attendees Attached

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

<b>Approvals:</b> Principal/Department Head Signature & Print Name <u><i>CRISTIN TAKRKA - MARTIN</i></u> <u>2/9/18</u> Cabinet Level of Designee Signature <u><i>MK...</i></u> <u>2/15/18</u> Chief Business Officer Signature <u><i>CAF</i></u> <u>2/15/18</u> Superintendent or Designee Signature <u><i>[Signature]</i></u> <u>2/23/18</u>	District cost for all attendees (estimate) Registration Fee *** <u>0.00</u> Meals included? <input checked="" type="checkbox"/> Yes B <input type="checkbox"/> L <input type="checkbox"/> D <input type="checkbox"/> Lodging <u>0.00</u> Transportation <u>0.00</u> Meals <u>0.00</u> Other <u>0.00</u> <b>TOTAL</b> <u>\$ 0.00</u>
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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 10.1e

**Meeting Date:** March 1, 2018

**Subject:** Approve John F. Kennedy High School Field Trip to Flagstaff, Arizona  
March 7-11, 2018

- 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:** Approve John F. Kennedy High School Field Trip to Flagstaff, AZ  
March 7-11, 2018

**Background/Rationale:** March 7-11, 2018, a group of 24 students, two teacher and four parent chaperones from John F. Kennedy High School will travel via airplane and rental van to Flagstaff, AZ, to participate in the FIRST Robotics Competition.

**Financial Considerations:** No cost to the district. Expenses paid through grants and donations. Financial assistance was 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:** Iris Taylor, Chief Academic Officer

Tu Moua-Carroz, Instructional Assistant  
Superintendent

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

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

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

School Name John F. Kennedy Date 1/8/18  
 Teacher's Name Robert Greene Room # E-1 Telephone # 743-5044  
 Fax # \_\_\_\_\_

Field Trip Destination Flagstaff, Az

- Local-50 mile radius (bus/walking)  Local-50 mile radius (driver led trips)  Out-of-Town (Beyond 50 mile radius)  
(forward directly to Field Trip Office)
- Overnight  Out-of-State/Country  Involving Swimming or Wading  Unusual Activities

Route Airplane

Educational nature of field trip/excursion FIRST Robotics

Depart Date 3/7/18 Time 12:30 am (pm) Return Date 3/11/18 Time 12:10 am (pm)

- TRANSPORTATION will be provided by:  Walking  School Bus - contact Transportation Field Trip Office  
 Charter Bus Company (certified):  Yes  No - Check with Field Trip Office  
 Private Vehicle/Parent Driver/Faculty Driver - Complete Volunteer Personal Automobile Use Form for each vehicle and driver, must have fingerprint clearance (check with Human Resources for fingerprint clearances)  
 Public Transportation  Train  Commercial Airline  Other: \_\_\_\_\_

Funding Source Grants Financial Assistance Available?  Yes  No

Number of students participating: 24

Adult Chaperones/Drivers:	DRIVER		DRIVER
1) <u>Dennis Kazee</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	2) <u>Cindy Kazee</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
3) <u>Francisca Ortiz</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	4) _____	<input type="checkbox"/> yes <input type="checkbox"/> no

Teachers and Staff Attending:

1) <u>Robert Greene</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	2) <u>James Ballenger</u>	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
3) _____	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	4) _____	<input type="checkbox"/> yes <input type="checkbox"/> no

Principal Approval [Signature] Date 2/24/18

Risk Management Approval (Unusual Activities) [Signature] Date 2/13/18

Segment Administrator Approval [Signature] Date 2/15/18

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

- Local Trip (school or charter bus): (50-mile radius) - Submit to Principal for approval. Maintain all documents at site and forward a copy to Segment Administrator.
- Local Trip: (50-mile radius; driver led, walking trip) - Submit driver led trips to Principal for approval then forward to Segment Administrator for approval 6 weeks prior to trip. Submit walking trips to Principal for approval then forward to Segment Administrator for approval 2 weeks prior to trip.
- Out-of-Town: (beyond 50-mile radius) - Submit to Principal for approval then forward to Segment Administrator for approval 6 weeks prior to trip.
- Overnight Trip: Submit to Principal for approval then forward to Segment Administrator for approval 6 weeks prior to trip.
- Trip Involving Swimming or Wading: Submit to Principal for approval then forward to Segment Administrator for approval 6 weeks 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 for approval 6 weeks prior to trip. This may require Special Event Liability Insurance.
- Out-of-State/Country: Submit to Principal for approval then forward to Segment Administrator for approval 6 weeks prior to trip. Must have Superintendent, Board of Education and Risk Management approval prior to trip. Segment Administrator will place field trip item on Board Agenda. Trips not submitted to Segment Administrator 6 weeks prior to trip will be considered automatically rejected by the Board of Education.
- Approved forms will be returned by Segment Administrator. Maintain a copy of all forms at site for 2 years.

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

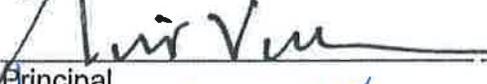
School Name John F. Kennedy High School Date 3 /7-11/2018  
 Teacher's Name Robert Greene Telephone # 916-743-5044  
 Field Trip Destination Compete in FIRST Robotics Competition  
 Reason for travel \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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 to Risk Management for review before signing. Attach a detailed itinerary for each day

*NONE*

Signed   
 Teacher

**Approvals:**

 1 / 24 / 18  
 Principal Date

 2 / 13 / 18  
 Risk Management Dept Date

 2 / 15 / 18  
 Segment Administrator Date

 2 / 16 / 18  
 Superintendent Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Board Approval Date

## TRAVEL REQUEST FORM (ACC-F014)

Sacramento City Unified School District

<b>Request to Attend:</b> <input type="checkbox"/> Conference/Workshop <input type="checkbox"/> Business Meeting	<b>Purpose for Attending:</b> <input type="checkbox"/> Professional Development <input type="checkbox"/> Continued Education Credits Earned	<b>Instructions:</b> This form must be completed and received in Accounts Payable at least <b>30 days</b> prior to the proposed trip- <b>60 days</b> if out-of-state.  REQ # _____
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School/Department: John F. Kennedy High School Date: 2/1/18

Date(s) of Event: 3/7/18 - 3/11/18 Location: Flagstaff, Arizona

Event Title (attach brochure): Northern Arizona Regional Competition (FRC FIRST Robotics)

Purpose\*: To enter the high school robotics team robot in a competition, representing the school and district on an international level. Students learn valuable skills in leadership, teamwork, programming, design and electronics.

\*(what value does this activity give students, attendees, staff, department/site or community?)  
 How does this travel align with the District's strategic plan? STEM skills development, community outreach, leadership development

How will this activity/event be used and shared? Shared on social media, district and school newsletters

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>
Robert Greene	Teacher	<input checked="" type="checkbox"/> Yes	3	
James (Ben) Ballenger	Teacher	<input checked="" type="checkbox"/> Yes	3	
Dennis and Cindy Kazee	Parent volunteers	No		
Kimberly Sellards	Parent volunteer	No		
Francisca Acosta Ortiz	Parent volunteer	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	<u>[Signature]</u>	Date <u>2/8/18</u>
Cabinet Level or Designee Signature	<u>[Signature]</u>	Date <u>2/15/18</u>
Chief Business Officer Signature	<u>[Signature]</u>	Date <u>2/16/18</u>
Superintendent or Designee Signature	<u>[Signature]</u>	Date _____

District cost for all attendees (estimate)

Registration Fee \*\*\* 0

Meals included?  B  L  D

Lodging \_\_\_\_\_

Transportation \_\_\_\_\_

Meals \_\_\_\_\_

Other \_\_\_\_\_

**TOTAL** 0

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 10.1f

**Meeting Date:** March 1, 2018

**Subject:** Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding for Sol Aureus College Preparatory

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

**Division:** Academic Office

**Recommendation:** Approve Operational Memorandum of Understanding and Special Education Memorandum of Understanding between Sacramento City Unified School District and Sol Aureus College Preparatory.

**Background/Rationale:** The District approved the renewal of the charter for Sol Aureus College Preparatory on December 7, 2017 for a term of five years effective July 1, 2018 to June 30, 2023. 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 Sol Aureus College Preparatory
2. Special Education Memorandum of Understanding between Sacramento City Unified School District and Sol Aureus College Preparatory

**Estimated Time of Presentation:** N/A

**Submitted by:** Iris Taylor, Chief Academic Officer

Jack Kraemer, Innovative Schools and Charter  
Oversight, Director

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

**OPERATIONAL MEMORANDUM OF UNDERSTANDING BETWEEN  
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
AND  
Sol Aureus College Preparatory**

This Operational Memorandum of Understanding (“Agreement”) is entered into as of July 1, 2018, by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and Sol Aureus College Preparatory (“Non-Profit”), a California non-profit public benefit corporation, operating Sol Aureus College Preparatory (“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 *initially* approved the charter on March 3, 2003. The District previously renewed the Charter School’s charter on November 1, 2012 for a term of five years, beginning on July 1, 2013 and expiring June 30, 2018. The District once again renewed the charter on December 7, 2017 for a term of five years, beginning on July 1, 2018 and expiring on July 1, 2023. The Charter School is operated by the Non-Profit.
- B. By approving the 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, 2023. 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 Sol Aureus College Preparatory. 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, completed by the Charter School, no later than the October 1st that immediately follows each respective school year. 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 and supplemental funding 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 most recent available fee schedule for services to the Charter School ("Letter of Intent/Fee Schedule") is attached hereto for reference as Appendix C. Appendix C provides an initial estimated fee schedule, subject to amendment when the fiscal year's fees become final. 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 Letter of Intent/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(f) as the amount received in the current

fiscal year from the Local Control Funding Formula calculated pursuant to Education Code Section 42238.02, as implemented by Education Code Section 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. 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. From time to time, and as may be necessary in the District's sole discretion, the District reserves the right to revise the content and format of the Calendar of Annual Charter Due Dates. Whenever the District makes a substantive revision to the Calendar of Annual Charter Due Dates, the District will provide notice to the Charter School, within thirty (30) calendar days of the substantive revision, and provide a copy of the updated version to the Charter School. 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.

The District may request, and the Charter School and Non-Profit agree to obtain and provide, additional documentation and information from the Charter School, the Non-profit, and all other non-profit and for-profit entities affiliated with the Non-Profit that provide services to the Charter School or control the assets of the Non-Profit or Charter School ("Other Entities"), for the purpose of review and oversight of the fiscal soundness, operation, and governance of the Charter School or the Non-Profit. Such documents and information must be reasonably related to the operation, educational services, management, finances, personnel, procurement, facilities, financing, or programmatic services of the Charter School and the Non-Profit.

(e) [Reserved.]

(f) 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 Charter School shall notify the District, in writing, no later than 10 days prior to entering into any debt whatsoever. Advance notice shall include the amount of the loan, a description of the need for the loan, its terms, and the plan for

repayment, including a cash flow schedule. 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 shall provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3.

It is further agreed that all loans distributed by the Charter School to any other entity, including the Non-Profit, shall be authorized in advance by the governing board of the Charter School and shall be the sole responsibility of the Charter School. The Charter School shall notify the District, in writing, no later than 10 days prior to providing loan funding to any other entity, including the Non-Profit. Advance notice shall include the amount of the loan, a description of terms of the loan, and the plan for repayment, including a cash flow schedule. Upon request, the Charter School shall provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3.

(g) 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.

(h) 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.

(i) 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.

(j) 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.

(k) 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 five-thousand dollars (\$5,000.00) 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.

(l) 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.

(m) 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, including the name, residential address, residential telephone number, and school district of residence for each newly enrolled

students, as well as for each student who has exited or been disenrolled from 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.

(h) AB1360. No later than April 19, 2018, the Charter School shall provide the District with updated policies and procedures that comply with the newly adopted requirements of Assembly Bill ("AB") 1360, which include, but are not limited to the following:

(1) A comprehensive description of procedures by which a pupil can be suspended, expelled or otherwise involuntarily removed from the Charter School, including an explanation of how the Charter School will comply with the federal and state constitutional due process requirements specified in AB 1360.

(2) A comprehensive description of procedures the Charter School will implement to notify parents and guardians, of both applicant pupils and currently enrolled pupils, that parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School.

**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. The Charter School will annually administer the English Language Proficiency Assessments for California (“ELPAC”) to all eligible students. The Charter School will be responsible for all applicable state and federal requirements for 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 49414 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) Changes to the governance structure, including but not limited to amendments to:

- The Non-Profit’s articles of incorporation
  - The Non-Profit’s corporate bylaws;
  - The Non-Profit’s conflict of interest policy (and the Charter School Board’s conflict of interest policy, if different); and
- (h) Name changes of the Charter School.

**18. Amendments to Agreement.** The Updates and Revisions to the Memorandum of Understanding (“Appendix A”), incorporated by reference, are amendments to this Agreement, as mutually agreed to by the Parties. To the extent that the terms of Appendix A and the Agreement conflict with one another, the terms of Appendix A shall control and supersede the term(s) with which they conflict. The remaining terms of the Agreement shall not be affected there by and shall remain valid and fully enforceable.

Any other 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: Charter Department  
5735 47th Avenue  
Sacramento, CA 95824  
Facsimile: (916) 399 - 2058

To the Non-Profit and Charter School at: Sol Aureus College Preparatory  
Attn: Norman Hernandez, Director of Operations  
6620 Gloria Drive  
Sacramento, CA 95831  
Facsimile: (916) 421-0601

**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: \_\_\_\_\_

\_\_\_\_\_  
Norman Hernandez  
Director of Operations  
Sol Aureus College Preparatory

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jorge Aguilar  
Superintendent  
Sacramento City Unified School District

**Appendix A**  
**Sol Aureus College Preparatory**  
**Updates and Revisions to the Memorandum of Understanding**

**I. Recitals**

- a. This Updates and Revisions to the Memorandum of Understanding (“Appendix A”) provides amendments to the operational memorandum of understanding (“Agreement”) between Sol Aureus College Preparatory (“Non-Profit”), as operator of Sol Aureus College Preparatory (“Charter School”), and the Sacramento City Unified School District (“District”).
- b. To the extent that the terms of Appendix A and the Agreement conflict with one another, the terms of Appendix A shall control and supersede the term(s) with which they conflict. The remaining terms of the Agreement shall not be affected thereby and shall remain valid and fully enforceable.
- c. All terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement.

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

**II. Updates, Revisions, Terms, or Conditions**

- a. Revised: 5 (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 upon request 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.

## **Appendix B**

### **Sol Aureus College Preparatory Corrective Action Plan for 2018-2019 School Year**

#### **I. Recitals**

- A. This corrective action plan is an appendix to the operational memorandum of understanding (MOU) between Sol Aureus College Preparatory, as operators of Sol Aureus College Preparatory (Charter School), and the Sacramento City Unified School District (District.)
- B. On September 8, 2017, the District received a renewal charter petition from Sol Aureus College Preparatory. The District's Board of Trustees approved the Charter School's petition on December 7, 2017 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. Sol Aureus College Preparatory, 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.

\*\*\***(No areas of concern.)**\*\*\*



**Independent Charter School**  
**Letter of Intent (LOI)**

SCUSD Services and Fees for  
 2017-18 School Year  
 Appendix C

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 47<sup>th</sup> 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.				
<b>A.</b>	<b>REQUIRED IF NOT PROVIDED BY SCUSD</b>			
	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>B.</b>	<b>ADMINISTRATIVE</b>			
	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	
<b>C.</b>	<b>FACILITIES</b>			
	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		
	**Services Included in Pro Rata Charge if Using a District Facility ?			
	5. Safe Schools Coordination	Per Current Enrollment	\$37.03	
<b>D.</b>	<b>STUDENT SUPPORT &amp; HEALTH SERVICES</b>			
	1. Health Services (Nurses)	Actual Cost		
	2. Health Screening (Vision and Hearing)	Actual Cost		



**Independent Charter School**

**Letter of Intent (LOI)**

SCUSD Services and Fees for  
2017-18 School Year

<p align="center"><b>Service</b></p> <p>Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.</p>	<p align="center"><b>Method of Cost Calculation</b></p>	<p align="center"><b>2017-18 (Projected)</b></p>	<p align="center"><b>2017-18 (Actual: TBD – Provided May 2018)</b></p>
3. Student Support Services	Actual Cost		
<b>E. TECHNOLOGY SERVICES</b>			
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 <u>increased</u> 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	
<b>F. INSTRUCTIONAL SUPPORT</b>			
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 Per 3rd grader	\$ 12.50 \$ 11.50	
10. Gifted Education Professional Learning	Contact GATE Coordinator	TBD	
<b>G. LEGAL SERVICES FROM SCUSD</b>	Per Hour	\$220.50-\$262.50	



**Independent Charter School**  
**Letter of Intent (LOI)**

SCUSD Services and Fees for  
 2017-18 School Year

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

Appendix D

# Sacramento City Unified School District: Charter Department

Calendar of Annual Charter Due Dates: 2017-18\_r1

Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.



Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
* If due date falls on a weekend or holiday, submission is due on the next charter school business day. ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.													
LCAP: 2017-18 and proof of SCOE Submission <b>(All)</b>	CM/ JK (cc)	1											
Letter of Intent (LOI) services elected by the charter school to be provided by the District with signature <b>(All)</b>	EZ	1											
ADA: P-Annual with original signatures (for 2016-17) <b>(Independent only)</b>	MC/ SR (cc)	1											
Charter School Contact Information and Board Dates <b>(All)</b> (No longer needed once on APR)	JK		1										
Unaudited Actual (UA) Data with original signatures and Excel Due: Prior Year <b>(Independent only)</b>	EZ			15									
Annual Performance Reports (APR) for school year 2016-17 <b>(All)</b>	JK				1								
CBED Submission Confirmation (Email) <b>(Independent only)</b>	JK				30								
Audit Report <b>(Independent only)</b>	EZ/ KW (cc)						15						

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
 JK – Jack Kraemer, Charter Oversight 643-9079 [Jack-Kraemer@scusd.edu](mailto:Jack-Kraemer@scusd.edu)

KW – Karen Wiker, Internal Audit 643-7975 [WikerK@scusd.edu](mailto:WikerK@scusd.edu)  
 MC – Merilee Carrasco, Budget Svcs. 643-7869 [CarrascM@scusd.edu](mailto:CarrascM@scusd.edu)  
 GC – Gloria Chung, Budget Svcs. 643-7870 [Gloria@scusd.edu](mailto:Gloria@scusd.edu)  
 SR – Stella Reyes, Budget Svcs. 643-7867 [Stella-Reyes@scusd.edu](mailto:Stella-Reyes@scusd.edu)



**Calendar of Annual Charter Due Dates: 2017-18\_r1**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
* If due date falls on a weekend or holiday, submission is due on the next charter school business day. ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.													
First Interim Due plus Actual Cash Flow with original signatures: as of Oct. 31 <sup>st</sup> ( <b>Independent only</b> )	EZ						15						
ADA: P1 with original signatures ( <b>Independent only</b> ) (Note: This is in addition to and not in lieu of the monthly attendance reports that are submitted to SCUSD)	MC/ SR (cc)							8					
Audit Information ( <b>Independent only</b> ) - Approved Board agenda item for Audit Report - Declaration of deficiency or not (state in email) - CDE letter of notification for Corrective Action Plans for Audit Deficiencies (response due to CDE within 3 weeks from date of letter)	EZ/ KW (cc)							31					
Second Interim Due with original signatures ( <b>Independent only</b> )	EZ									15			
Charter school's Board approval of independent auditor selection & Proof of SCOE Submission ( <b>Independent only</b> )	EZ/ KW (cc)									15			

CM – Cathy Morrison, LCAP/SPSA 643-9222

[Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)

KW – Karen Wiker, Internal Audit 643-7975

[WikerK@scusd.edu](mailto:WikerK@scusd.edu)

EZ – Erika Zavaleta, Business Services 643-9055

[Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)

MC – Merilee Carrasco, Budget Svcs. 643-7869

[CarrascM@scusd.edu](mailto:CarrascM@scusd.edu)

JK – Jack Kraemer, Charter Oversight 643-9079

[Jack-Kraemer@scusd.edu](mailto:Jack-Kraemer@scusd.edu)

GC – Gloria Chung, Budget Svcs. 643-7870

[Gloria@scusd.edu](mailto:Gloria@scusd.edu)

SR – Stella Reyes, Budget Svcs. 643-7867

[Stella-Reyes@scusd.edu](mailto:Stella-Reyes@scusd.edu)



**Calendar of Annual Charter Due Dates: 2017-18\_r1**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
<p>* If due date falls on a weekend or holiday, submission is due on the next charter school business day.            ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.</p>													
<p><b>Audit Corrective Action Plan Items: (Only Charters with Deficiencies) (Independent only)</b>            - Proof of SCOE Submission            - Minutes from Audit Report Board approval meeting            - "Certification of Corrective Action Audit Findings and Recommendations" form            - "Audit Certification-Financial Report Audit" form            - CDE letter of notification for Corrective Action Plans for Audit Deficiencies (response due to CDE within 3 weeks from date of letter)</p>	EZ/ KW (cc)									15			
<p><b>SPSA: 2018-19 (Dependent only)</b></p>	CM/ JK (cc)									31			
<p><b>ADA (P2) with original signatures (Independent only)</b>            (Note: This is in addition to and not in lieu of the monthly attendance reports that are submitted to SCUSD)</p>	MC/ SR (cc)										15		
<p><b>Calendars and Bell Schedules: 2018-2019 (All) (Proposed: No longer needed if on APR)</b></p>	JK											31	
<p><b>Cash Flow Projections for 2018-19 (Independent only)</b></p>	GC												30
<p><b>Adopted 2018-19 Budget with Budget Assumptions (Independent only)</b></p>	GC												30

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
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 GC – Gloria Chung, Budget Svcs. 643-7870 [Gloria@scusd.edu](mailto:Gloria@scusd.edu)  
 SR – Stella Reyes, Budget Svcs. 643-7867 [Stella-Reyes@scusd.edu](mailto:Stella-Reyes@scusd.edu)



**Calendar of Annual Charter Due Dates: 2017-18\_r1**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools (Below information is only for schools submitting Prop 39 requests)	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - Charter school's written request for facilities for 2017-18	JK					1							
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - District's initial response to Nov. 1st facilities request	JK						1						
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - Charter school provides further information in response to District's December 1 <sup>st</sup> initial response	JK							2					
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - District's preliminary offer/response to Charter school's written request	JK								1				
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - Charter school's response to District's preliminary offer/response *or 30 days after receipt of District's offer (whichever is earliest)	JK									1*			
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - District's final offer/response to Charter school's written response to District	JK										1		
Proposition 39 Facility Request for 2017-18 expirations <b>(Independent only)</b> - Charter school's response to District's final offer/response	JK											1	

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
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 SR – Stella Reyes, Budget Svcs. 643-7867 [Stella-Reyes@scusd.edu](mailto:Stella-Reyes@scusd.edu)



**Calendar of Annual Charter Due Dates: 2017-18\_r1**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from SCUSD	Office Responsible for Providing	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
- Annual Performance Report (APR) Written Response for 2016-17 school year	JK							15					
- Annual Performance Report (APR) template for 2017-18 school year	JK											15	
- Statement of Actual Costs for 2017-18 - Letter of Intent (LOI) for 2018-19	EZ											15	

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
 JK – Jack Kraemer, Charter Oversight 643-9079 [Jack-Kraemer@scusd.edu](mailto:Jack-Kraemer@scusd.edu)

KW – Karen Wiker, Internal Audit 643-7975 [WikerK@scusd.edu](mailto:WikerK@scusd.edu)  
 MC – Merilee Carrasco, Budget Svcs. 643-7869 [CarrascM@scusd.edu](mailto:CarrascM@scusd.edu)  
 GC – Gloria Chung, Budget Svcs. 643-7870 [Gloria@scusd.edu](mailto:Gloria@scusd.edu)  
 SR – Stella Reyes, Budget Svcs. 643-7867 [Stella-Reyes@scusd.edu](mailto:Stella-Reyes@scusd.edu)

**SPECIAL EDUCATION MEMORANDUM OF UNDERSTANDING  
BETWEEN SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
AND  
Sol Aureus College Preparatory**

This Memorandum of Understanding (“Agreement”) is entered into as of July 1, 2018, (“Effective Date”), by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and the Sol Aureus College Preparatory (“Non-Profit”), a California non-profit public benefit corporation, operating the Sol Aureus College Preparatory (“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 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.

**I. RECITALS**

- A. The District is the granting agency of the Charter School. The District *initially* approved the charter on March 3, 2003. The District previously renewed the Charter School’s charter on November 1, 2012 for a term of five years, beginning on July 1, 2013 and expiring June 30, 2018. The District once again renewed the charter on December 7, 2017 for a term of five years, beginning on July 1, 2018 and expiring on July 1, 2023. The Charter School is operated by the Non-Profit.
- B. The Charter School is 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. The Charter School shall be categorized as a “public school” within the District in conformity with California Education Code section 47641, subdivision (b) for the purposes of special education. The Charter School’s students will be students of the District for purposes of special education.
- D. The District will serve as the Charter School’s local educational agency (“LEA”) for the purposes of special education, and as such must take steps to ensure that all children with disabilities enrolled in the Charter School receive special education and designated instruction and services in conformity with their individualized education plans (“IEP”) and in compliance with the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*), its implementing regulations and all applicable state and federal law. (Ed. Code, § 47646(a).)
- E. 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 IDEA.

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. TERM**

The term of this Agreement shall be from the Effective Date to June 30, 2023. This Agreement may be amended by mutual written agreement of the Parties at any time. This Agreement is subject to termination during the term of as permitted by law. This Agreement is also subject to termination if the Charter School becomes the LEA of another Special Education Local Plan Area (“SELPA”).

If at any time the Charter School desires to become a local educational agency (“LEA”) and seek membership in a SELPA other than the District’s SELPA, the Charter School shall confer with the District. The Non-Profit shall notify the District by March 1st of the prior calendar year if the Charter School intends to seek membership in another SELPA. The Charter School will also comply with all procedures, including but not limited to, dispute resolution and other procedures of the District’s SELPA, the receiving SELPA, and those procedures required by law. To the extent this constitutes a material revision of the Charter School’s Petition, the Charter School will comply with Education Code requirements necessary to amend the Petition. At the time that the Charter School is granted membership in any SELPA outside of the District, this Agreement, and all District and Sacramento City Unified School District SELPA obligations to Charter School pupils eligible for special education and related services shall immediately terminate.

## **IV. DESIGNATED REPRESENTATIVE**

The District’s designated representative shall be the District’s Charter Oversight Coordinator who shall have the authority to act on behalf of the District. The Charter School shall designate a representative in writing and this representative shall have the authority to act on behalf of the Charter School, except to the extent action by the Governing Board of the Charter School is legally required.

## **V. NONDISCRIMINATION IN ADMISSIONS**

All students will have access to the Charter School and no student shall be denied admission due to his or her disability. (20 U.S.C. § 1412(a)(2); 34 C.F.R. § 300.209; Ed. Code, § 47605(d).)

**VI. SECTION 504 AND THE ADA**

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.

**VII. SPECIAL EDUCATION FUNDING**

A. Retention of Special Education Funds by the District. The Charter School, which has been deemed a public school of the District, shall participate in state and federal funding in the same manner as any other public school of the District. (Ed. Code, § 47646(a).) The parties agree that, pursuant to the division of responsibilities set forth in this Agreement, the District has agreed to provide special education and related services for the Charter School, consistent with the services it provides eligible students at its other public schools. Consistent with this division of responsibility, the District shall retain all state and federal special education funding allocated for Charter School students through the Sacramento City Unified School District SELPA.

B. Charter School Contribution to Encroachment. The Charter School shall owe the District a pro-rata share of the District’s unfunded special education costs (encroachment) as estimated in the District’s current Fee Schedule for Services to Charter Schools (“Fee Schedule”) attached hereto as Appendix A. The encroachment amounts set forth in the Fee Schedule are subject to updating when the District’s actual unfunded special education costs become available. No later than the end of each fiscal year, June 30, the District shall calculate the Charter School’s pro-rata share of the District-wide encroachment for that year as calculated by the total unfunded special education costs of the District (including those costs attributable to the Charter School) divided by the total number of District enrollment (including Charter School students) and multiplied by the total number of Charter School enrollment. Charter School enrollment shall include all students, regardless of home district. Payments for encroachment shall be made by the Charter School to the District pursuant to the following schedule:

October 31: 25% of the Charter School’s estimated pro-rata share of encroachment based upon the District’s projected encroachment for the current school year.

January 31: 25% of the Charter School’s estimated pro-rata share of encroachment based upon the District’s projected encroachment for the current school year.

April 30: 25% of the Charter School's estimated pro-rata share of encroachment based upon the District's projected encroachment for the current school year.

July 15: Balance of the Charter School's actual pro-rata share of encroachment based upon the current school year encroachment.

If at any time, including through the updating of the amounts set forth in the Fee Schedule, it is determined by the District that the Charter School has paid more than its actual pro rata share of encroachment, the District will give notice of same within 30 days, and such amounts shall be refunded to the Charter School or, at the sole option of the Charter School, applied to the encroachment of the following school year. Similarly, if at any time it is determined by the District that the Charter School has paid less than its actual pro rata share of encroachment, the District will give notice of same within 30 days, and such amounts shall be paid by the Charter School or, at the sole option of the District, added to the encroachment of the following school year. In the event that the District and Charter School cannot agree as to the amount owed pursuant to the calculations, the matter shall be resolved pursuant to the dispute resolution provision in the Charter School's charter. However, the Charter School shall pay any undisputed amount based on the timelines prescribed in this section.

The District shall provide financial and other information needed to allow the Charter School to review and confirm the accuracy of the District's estimated and actual pro-rate encroachment calculations as reasonably requested by the Charter School. For the school years 2018-19 to 2022-23, the Charter School's estimated pro-rata share of encroachment shall be calculated based upon District's actual preceding school year encroachment and an initial estimated Charter School ADA of 375.

## **VIII. PROVISION OF SPECIAL EDUCATION AND RELATED SERVICES**

### **A. General Provisions**

1. Intent of the Parties. The Parties intend to ensure that all students with disabilities who attend the Charter School are provided a free appropriate public education ("FAPE") in compliance with the IDEA (20 U.S.C. § 1400, *et seq.*) and California Education Code section 56000, *et seq.*
2. Provision of Services. A child with disabilities attending the Charter School shall receive special education and related services in the same manner as a child with disabilities who attends another public school of the District. (Ed. Code, § 56145.) A full continuum of special education programs and related services shall be provided to Charter School students as required by an individual student's IEP.

3. Division and Coordination of Responsibility. The Parties agree to allocate responsibility for the provision of services, including but not limited to identification, evaluation, IEP development and modification, and educational services, in a manner consistent with their allocation between the District and its local public school sites, and in conformity with applicable state and federal law. Where particular services are generally provided by staff at the local school site level, the Charter School, subject to District approval, and after consulting with a District program specialist, may provide staff and programming. Where particular services are provided to the school by the central District office, those services will be made available to the Charter School in a similar fashion.
4. Days of Service. Special education services shall be available to the Charter School for the number of days specified in students' IEPs.
5. Staffing Requirements. All special education and related services must be provided by qualified personnel meeting state certification, licensing, registration or other applicable requirements. (34 C.F.R. § 300.156.) To the extent allowable and consistent with the District's applicable collective bargaining agreements with its employees, the District shall consult with the Charter School regarding the assignment of employees providing special education pursuant to this Agreement.

To the extent that the District and/or SELPA provide training opportunities and/or information regarding special education to site staff, such opportunities and/or information shall be made available to Charter School staff.

6. Contracts with Non-District Providers. The Charter School shall not contract with any outside person or agency for the provision of special education and/or related services to Charter School students without the prior written approval of the District. Moreover, any such contracts may only be entered into with nonpublic schools or agencies properly certified by the State of California.
7. Student Records. The Charter School is responsible for obtaining the cumulative files, prior and/or current IEPs and other special education information on any student enrolling from a non-District school. The Charter School shall forward copies of all such information to the District. The District will ensure that the Charter School is provided with notification and relevant files of all students transferring to the Charter School from a District school, who have an existing IEP, in the same manner that ensures the forwarding of such information between District schools. All records and files will be released with the signed permission of the Parent/Guardian.

8. Notice of Procedural Safeguards. The Charter School shall provide the Parent/Guardian with a notice of procedural safeguards when: a Parent/Guardian asks for a copy; the first time a child is referred for special education assessment; each time a child is reassessed; each time a Parent/Guardian requests a due process hearing; and each time a change of placement is implemented because of a violation of a code of student conduct. (20 U.S.C. § 1415(d)(1)(A); 34 C.F.R. §§ 300.504(a) and 300.530(h); Ed. Code, §§ 56301(d)(2), 56321, 56500.1 and 56502.)

B. Enrollment, Identification and Evaluation

1. Enrollment Information. The Charter School shall include on its enrollment form(s) a question regarding whether the student seeking to enroll in the Charter School is, or may be, a student eligible for special education and related services. The Charter School shall provide the District with a list of special education students enrolled in the Charter School at the beginning of each school year and shall update the list on a quarterly basis.
2. Identification and Referral. The Charter School shall have the same responsibility as any other public school in the District to work cooperatively with the District in identifying and referring students who have or may have exceptional needs that qualify them to receive special education services. The Charter School will develop, maintain, and implement policies and procedures to ensure identification and referral of students who have, or may have, such exceptional needs. These policies and procedures will be in accordance with California law and District policy. The District shall provide the Charter School with any assistance that it generally provides its other public schools in the identification and referral processes. A pupil shall be referred for special education instruction and services only after the resources of the regular education program have been considered and, where appropriate, utilized. (Ed. Code, § 56303.)
3. Assessment. District staff shall conduct all necessary special education assessments of Charter School students, including but not limited to initial assessments, annual assessments and triennial assessments, unless the parties agree otherwise in writing. All such assessments will be conducted by qualified personnel and comply with state and federal law and regulations. (20 U.S.C. § 1414(a)-(c); 34 C.F.R. §§ 300.300-305; Ed. Code, § 56320; Cal. Code Regs., tit. 5, § 3023.) Except as provided by state and federal law, the District and the Charter School may not conduct an assessment without first obtaining the written consent of the Parent/Guardian. (20 U.S.C. § 1414(a)(1)(D); 34 C.F.R. § 300.300; Ed. Code, § 56321.)

If a Parent/Guardian refuses to consent to an assessment that the District or the Charter School believes is required to provide a Charter School student with FAPE, the Charter School shall immediately notify the District.

The Charter School shall not refer its students for independent educational evaluations without prior written approval of the District.

4. Interim Placement. For students with a current IEP who enroll in the Charter School from a school outside the District, the Charter School shall immediately provide the student with an interim placement not to exceed 30 days. The interim placement must be in conformity with the last signed and implemented IEP, unless the Parent/Guardian agrees otherwise. The IEP implemented during the interim placement may be either the student's existing IEP or a new IEP developed in conformity with applicable state and federal law. Before the expiration of the 30 day period, the interim placement shall be reviewed by the IEP team and final recommendations made. (Ed. Code, § 56325.)

The Charter School shall notify the District immediately of students who may fall into this category. The District will provide consultative assistance and necessary services to the Charter School to help transition such students.

5. Attendance Monitoring. The Charter School shall monitor attendance for related services on a monthly basis to ensure students are accessing all services outlined in their IEPs.

C. Individualized Education Programs (IEPs)

1. IEP Team Membership. IEP team membership shall be in compliance with state and federal law and shall include a designated representative of the Charter School and a designated representative of the District. (20 U.S.C. § 1414(d)(1)(B); 34 C.F.R. § 300.344; Ed. Code, § 56341(b).)
2. IEP Meetings. Responsibility for arranging necessary IEP meetings shall be allocated in accordance with the District's general practice and procedure and applicable law. The Charter School shall be responsible for having the designated representative of the Charter School and other members of the student's IEP team, including at least one general education teacher knowledgeable about the regular education program at the Charter School, in attendance at the IEP. District staff and Charter School staff shall consult as needed and work cooperatively to review individual students' assessment data and progress prior to IEP meetings and discuss how special students' needs may be most effectively met. However the District staff and Charter School shall not predetermine any

aspect of the IEP. The Parent/Guardian shall be given a copy of the procedural safeguards upon notice of each IEP meeting. (Ed. Code, § 56341.)

3. IEP Contents. The Charter School shall use the SELPA forms to complete its IEPs. Each IEP must include, but is not limited to: a statement of the child's present levels of educational performance; measurable annual goals; the special education and related services and supplementary aids and services to be provided to the child; an explanation of the extent, if any, to which a child will not participate with non-disabled children; the dates, frequency, location and duration of services for the child; and a statement of how the child's progress toward his or her annual goals will be measured. (20 U.S.C. § 1414(d)(1)(A); 34 C.F.R. § 300.320; Ed. Code, § 56345.)
4. Parental Consent to the IEP. The Parties may not implement an IEP to which a Parent/Guardian does not provide written consent. If a Parent/Guardian consents to only part of an IEP, the District and the Charter School must implement the portion of the IEP to which the Parent/Guardian consented. (Ed. Code, § 56346(e).) Notification of the other party is required any time a Parent/Guardian refuses to consent to any portion of an IEP. Anytime a Parent/Guardian refuses to consent to any portion of an IEP that the Charter School believes is required to provide a student with FAPE, the Charter School must notify the District.
5. IEP Implementation. The Charter School shall ensure that every aspect of a student's IEP is fully implemented, including but not limited to the specified programs, services, accommodations, modifications, and goals. In addition, the Charter School shall maintain and report each student's progress in all relevant areas of the IEP.

D. Program and Services

1. Eligibility and Placement. Decisions regarding eligibility, goals/objectives, program, placement and exit from special education shall be the decision of the IEP team. Services and placements shall be provided to all eligible Charter School students in accordance with the policies, procedures and requirements of the District, the SELPA and applicable law. Whenever the Charter School takes, proposes or refuses to initiate or change the identification, evaluation or educational placement of a Charter School student, the Charter School must, in consultation with the District, provide the Parent/Guardian with prior written notice of such action. (34 C.F.R. § 300.503.)

In the event that either party believes that placement in a District program

is necessary to provide a student with FAPE, such placement shall only be made by an IEP team comprised of representatives of the Charter School and the District.

2. Independent Study. No Charter School student eligible for special education and related services may participate in independent study, unless his or her IEP provides for such participation. The determination regarding the appropriateness of independent study for a particular student shall be made by the IEP team. (Ed. Code, § 51745(c).)
3. Referral to Nonpublic or Private Schools. The Charter School shall not make referrals for placement at nonpublic schools, private schools or residential placements without consultation with and prior written approval of the District. However, the decision to refer a student to a nonpublic or private school shall be an IEP team decision. If a parent unilaterally places a student at a nonpublic school, private school or in a residential placement, the Charter School shall immediately notify the District upon learning such information.
4. Transition Services. The District and the Charter School shall jointly ensure the provision of appropriate transition services to Charter School students in the same manner they are provided to other eligible students in the District. (20 U.S.C. § 1414(d)(1)(A)(viii); 34 C.F.R. §§ 300.43 and 300.320; Ed. Code, § 56345.1.) Transition services shall be provided in conformity with applicable state and federal law. Transition services will be addressed in each charter school student's IEP no later than age 16.
5. Transportation. The District shall provide transportation to any Charter School student, if required by that student's IEP. The Charter School shall not provide special education transportation to its students, unless the Parties agree otherwise. The Charter School shall pay the Special Education Transportation Encroachment to the District as set forth in Appendix A, per student transported, as calculated in paragraph VII(B), above. All special education transportation shall be provided in the same manner it is provided to other eligible students in the District.

## **IX. DISCIPLINE OF SPECIAL EDUCATION STUDENTS**

- A. Suspension and Expulsion. The Charter School shall have discipline policies that comply with all applicable portions of the California Education Code and Federal Code of Regulations, title 34 section 300.530, *et seq.* The Charter School shall provide a copy of such policies to the District. These include, but are not limited to policies regarding suspension, expulsion, conducting functional analysis assessments, drafting and reviewing behavior interventions plans, and conducting manifestation determination reviews. If a Charter School student is suspended for more than 10 days in any school year and/or commits an expellable offense, the

Charter School shall immediately notify the District and the District shall provide necessary assistance to support the discipline process, including, but not limited to, manifest determination reviews.

## **X. COMPLAINTS AND DISPUTE RESOLUTION**

- A. Parent Concerns. The Charter School shall instruct Parents/Guardians to raise concerns regarding special education services, related services and rights to District and Charter School staff. Whenever a Parent/Guardian raises a concern regarding special education and/or related services, the Charter School shall immediately inform the District. The District representative in consultation with the Charter School's designated representative shall respond to and address the Parent/Guardian concerns.
- B. Complaints. In consultation with the Charter School, the District shall address/respond/investigate all complaints received under the Uniform Complaint procedure involving special education. The Charter School shall cooperate fully with reasonable requests from the District for information and documentation related to such complaints.
- C. Due Process Hearings. In consultation with the Charter School, the District may initiate a due process hearing related to the provision of FAPE to a Charter School student, if the District determines it is legally necessary to meet the District's responsibilities under federal and state law.

The District and the Charter School shall work together to defend any due process hearing brought by a student enrolled in the Charter School. If such hearing arises out of or results from the Charter School's negligent or wrongful acts or omissions in the performance of this Agreement, the Charter School shall indemnify the District to the fullest extent pursuant to Section XIII of this Agreement. If such hearing arises out of or results from the District's negligent or wrongful acts or omissions in the performance of this Agreement, the District shall indemnify the Charter School to the fullest extent pursuant to Section XIII of this Agreement. In the event that the District determines that legal counsel representation is needed, the District/Charter School shall be jointly represented by legal counsel, selected by the District, unless there is a conflict of interest. In the case separate counsel is needed by the Charter School, the Charter School shall be responsible for the separate costs of its legal counsel, in addition to its responsibilities for costs as set forth in this Agreement.

The Charter School and District shall cooperate fully with reasonable requests from one-another for information and documentation related to due process hearings in which the District and/or the Charter School is a party.

## **XI. SELPA ACTIVITIES**

The District Superintendent or designee shall represent the Charter School at all SELPA activities as it represents the need of all schools in the District. Reports to the Charter School regarding SELPA decisions, policies, etc. shall be communicated to the Charter school as they are to all other schools within the District. To the extent that District staff has the opportunity to participate in committee meetings of the SELPA as representatives of their District, such opportunities shall be made available to Charter School staff.

## **XII. COST CONTAINMENT EFFORTS**

Charter School and District acknowledge the importance of containing the costs of providing special education services to individual students so that these costs do not exceed the amount the District would normally expend if the student being served were attending a District school. Accordingly, Charter School agrees to fully cooperate with the District in order to achieve cost efficiencies to the extent expected of and practiced by other schools in the SELPA and SELPAs serving similar student populations.

## **XIII. INDEMNIFICATION, INSURANCE AND RISK MANAGEMENT**

- A. The Charter School agrees to the terms set forth in paragraph 13, Indemnification, of the Operational Memorandum of Understanding between Sacramento City Unified School District and the Language Academy of Sacramento (“Operational MOU”) concurrently entered into herewith, 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, Insurance and Risk Management, which terms are incorporated as if fully set forth herein.

## **XIV. 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: Charter Department  
5735 47th Ave.  
Sacramento, CA 95824  
Facsimile: (916) 399 - 2058

To the Non-Profit and the Charter School at:  
Sol Aureus College Preparatory  
6620 Gloria Drive  
Sacramento, CA 95831  
Facsimile: (916) 421-0601

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 in 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 the District's governing board has ratified this Agreement.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Norm Hernandez  
Principal/Director of Operations  
Sol Aureus College Preparatory

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jorge Aguilar  
Superintendent  
Sacramento City Unified School District



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.1g

**Meeting Date:** March 1, 2018

**Subject:** Approve Minutes of the February 15, 2018 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 February 15, 2018 Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

**LCAP Goal(s):** Family and Community Empowerment

**Documents Attached:**

1. Minutes of the February 15, 2018 Board of Education Regular Meeting
2. Strategic Time Breakdown of February 15, 2018 Meeting Minutes

**Estimated Time of Presentation:** N/A

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

**Approved by:** N/A



Putting  
Children  
First

# Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

**Board of Education Members**

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

**Thursday, February 15, 2018**

**4:30 p.m. Closed Session**

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

**Serna Center**

**Community Conference Rooms**

**5735 47<sup>th</sup> Avenue**

**Sacramento, CA 95824**

## *Minutes*

**2017/18-15**

### **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

Meeting called to order at 4:34 p.m.

Present:

- President Ryan
- Vice President Woo
- 2<sup>nd</sup> Vice President Minnick
- Member Hansen
- Member Cochrane
- Member Pritchett
- Member Vang

No Members absent. A quorum was reached.

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

No public comment.

### **3.0 CLOSED SESSION**

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

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

3.2 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. 2017101080)
- 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*

3.3 *Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment*

#### **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

Open Session called back to order at 6:16 p.m. All members are present.

4.1 *Broadcast Statement (Student Member Nguyen)*

4.2 *The Pledge of Allegiance was led by Rosemont High School’s Wrestling Team. Member Pritchett recognized the team’s accomplishments and presented them with a certificate.*

#### **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

By a unanimous vote of the Board, OAH Case No. 2017101080 a Special Education matter was approved.

#### **6.0 AGENDA ADOPTION**

Vice President Woo moves to adopt agenda.

Member Pritchett 2<sup>nd</sup>

Student Nguyen Preferential Vote – Aye

Board Unanimous

#### **7.0 SPECIAL PRESENTATION**

7.1 *Approve Resolution No: 2986: Recognition of Lunar New Year (Darrel Woo)*

**Action**

Vice President Woo presents resolution. No one in attendance to receive presentations. Vice President Woo will be delivering at the annual Lunar New Year celebrations over the next couple of weeks.

Vice President Woo motion to approve

President Ryan 2<sup>nd</sup>

Student Nguyen Preferential Vote – Aye

Board Unanimous

Before public comment, Superintendent Aguilar and President Ryan read statements in light of recent tragic events.

Superintendent Aguilar speaks on the incident at C.K. McClatchy High School. References to video statement that he made over the weekend. No student should ever be made to feel that their race has anything to do with their ability to succeed. With that said, shares what steps the district is taking around this issue. Reminds everyone that there is an investigation taking place right now and it needs to run its course. Appreciates the community’s patience, as difficult as it may be, to allow us to conduct our investigation and let due process run its course so that we can be certain of the facts before taking action.

President Ryan begins by thanking the many individuals, community members and families in Sacramento City Unified School District who have reached out to the Board expressing concerns and outrage and desire to be part of the solution moving forward. This has been a difficult week. Like many colleagues, wept with the passing of another tragic school shooting. Almost too much to bare and underscores a shocking reality that mass shootings are becoming more prevalent. As parents, educators and elected leaders our number one responsibility is to keep

our children safe in a space free from hate and intolerance. Unfortunately this past week has also been marred by more than just this senseless act of violence. It has been touched by racism that has caused an entire community to question just how it occurred. Our Board and our Superintendent are fully committed to breaking the cycles of an inequity. We have said consistently; access, equity and social justice are more than just words.

**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.*

- |                          |                      |
|--------------------------|----------------------|
| 1. David Fisher          | 9. Adam Pacheco      |
| 2. Tony Brooks           | 10. Zach Neff        |
| 3. Omar Butler           | 11. Janecia Rolland  |
| 4. Thomas Munoz          | 12. Angie Sutherland |
| 5. D.T. Martin           | 13. Janice Luszczak  |
| 6. Renee Webster Hawkins | 14. Judi Money maker |
| 7. Juan Verdin           | 15. Derrell Roberts  |
| 8. Will Solomon          | 16. Phoebe Austin    |

President Ryan thanks the community members and parents who came out to express their concerns, pain and desire to see some real work moving forward.

**9.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

*9.1 Graduation and A-G Update (Iris Taylor and Vincent Harris)*

**Information**

Iris Taylor, Chief Academic Officer; Vincent Harris, Chief Accountability and Continuous Improvement Officer and Garrett Kirkland, Hiram Johnson High School Principal presented.

Public Comment:  
Renee Webster Hawkins  
Thomas Munoz

Board Comments:  
Member Pritchett wants to applaud the efforts of the staff. This is a breath of fresh air. If this is the approach at all of our high schools, this is a job well done. Would like a report, a Board Communications, on what Mr. Kirkland reported, are each of the high schools are doing the same. Since being on the Board, has been pushing credit recovery. Do we have enough resources for credit recovery? What do we need to do as a Board to be able to give resources to our school sites to be able to get more students in credit recovery? Would like to have a report back on how many at each high school are in credit recovery.  
Member Hansen what are we doing to communicate this work or what's the game plan going forward to teach parents and students that this is how we are conducting our business now at Sac City because it is something new and exciting. Something they should want to participate in and be able to track their students.  
President Ryan asks Iris Taylor or Vincent Harris if they would like to respond to any of these questions/comments at the time. Mr. Harris responds we are taking note of the questions for future response.  
President Ryan wants to echo colleague's comments and commends efforts. This idea that we are ensuring that our students are on track and taking guess work out of the equation is huge and looks forward to us continuing to grow those numbers year to year.

This is an information item. No action needed.

9.2 *Sacramento City Unified School District Higher Education Partnership Update*  
(Iris Taylor and Vincent Harris)

**Information**

Iris Taylor, Chief Academic Officer and Vincent Harris, Chief Accountability and Continuous Improvement Officer presented.

Public Comment:

Renee Webster Hawkins

Board Comments:

Member Hansen wants to laud Superintendent for helping spearhead this program. It's really exciting and something that is going to be tremendously important for our students and be a role model for other collaborations that other districts can do around the state. Glad to see we will be tracking our students once they get into higher education.

2<sup>nd</sup> Vice President Minnick thanks team for work and thanks the Superintendent for taking the lead. People are excited and talking about it.

President Ryan sometimes it is difficult to understand the nuances of what a data sharing agreement like this means, but this is in fact something that has been receiving statewide attention, has been called historic and transformative. Wants to applaud Superintendent Aguilar's leadership and his ability to accomplish, in seven months, what he said took him seven years to do in Fresno. Looking forward to continuing to support this partnership as it unfolds.

This is an information item. No action needed.

9.3 *Approve AB 1200 Disclosure Cost for Non-Represented/ Confidential Employees*  
(Cancy McArn and Gerardo Castillo)

**Action**

Cancy McArn and Gerardo Castillo presented.

Public Comment:

Cecile Nunley

Board Comments:

Vice President Woo

President Ryan

Vice President Woo motion to approve

President Ryan 2<sup>nd</sup>

Student Member Nguyen, vote not required on this item

Board Unanimous

**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.*

President Ryan – Motion to approve Consent Agenda

Member Vang– 2<sup>nd</sup>

Student Member Nguyen preferential vote – Aye

Board Unanimous

## ***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)*
- 10.1b Approve Personnel Transactions 2/15/18 (Cancy McArn)*
- 10.1c Approve Business and Financial Report: Warrants, Checks and Electronic Transfers Issued for the Period of December 2017 and January 2018 (Gerardo Castillo)*
- 10.1d Approve Resolution No. 2984: Approve Temporary Interfund Transfers of Special or Restricted Fund Monies (Gerardo Castillo)*
- 10.1e Approve Sutter Middle School Field Trip to Ashland, Oregon, March 6-8, 2018 (Iris Taylor and Mary Hardin Young)*
- 10.1f Approve Luther Burbank High School Field Trip to Reno, Nevada, March 2-3, 2018 (Iris Taylor and Tu Moua-Carroz)*
- 10.1g Approve Youth Development, Men's Leadership Academy (MLA) Field Trip to Atlanta, Georgia, April 5-8, 2018 (Lisa Allen and Doug Huscher)*
- 10.1h Approve Albert Einstein Middle School Field Trip to Washington D.C., March 19-23, 2018 (Iris Taylor and Chad Sweitzer)*
- 10.1i Approve C.K. McClatchy High School Field Trip to Ashland, Oregon, March 15-17, 2018 (Iris Taylor and Mary Hardin Young)*
- 10.1j Approve Sutter Middle School Field Trip to Washington D.C., March 22-27, 2017 (Iris Taylor and Mary Hardin Young)*
- 10.1k Approve School of Engineering and Sciences Field Trip to Boise, Idaho, March 27 - April 1, 2018 (Iris Taylor and Chad Sweitzer)*
- 10.1l Approve Minutes of the February 1, 2018 Board of Education Meeting (Jorge A. Aguilar)*

## **11.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS**

Board received items.

- 11.1 Business and Financial Information:**
  - Purchase Order Board Report of the Period of November 15, 2017 through December 14, 2017*
  - Report on Contracts within the Expenditure Limitations Specified in Section PCC 20111 for November 1, 2017 through December 31, 2017*
- 11.2 Head Start/Early Head Start Reports/Early Head Start Expansion Reports**

## **12.0 FUTURE BOARD MEETING DATES / LOCATIONS**

- ✓ March 1, 2018 4:30 p.m. Closed Session, 6:00 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*

✓ *March 15, 2018 4:30 p.m. Closed Session, 6:00 p.m. Open Session,  
Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*

### **13.0 ADJOURNMENT**

*13.1 In Memory of Mr. Anthony Egans, 4<sup>th</sup> grade teacher of Rosa Parks K-8 School.*

Several colleagues and friends of Mr. Egans attended to pay tribute to him. Meeting was adjourned in his honor.

Student Member Nguyen – Motion to adjourn

President Ryan – 2<sup>nd</sup>

Board Unanimous.

Meeting adjourned back into closed session at 7:55 p.m.

Open session back to order at 9:45 p.m. General counsel announced by a 7-0 vote, the Board approved settlement with a permanent certificated employee in case no. OAH 2017120096.

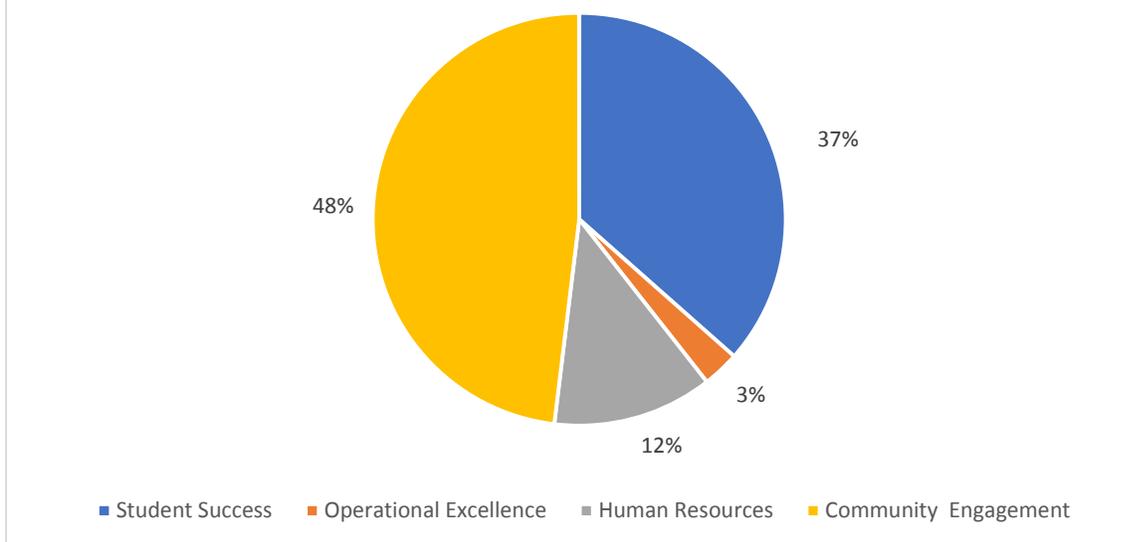
Meeting adjourned at 9:47 p.m.

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Jorge A. Aguilar, Superintendent/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 47<sup>th</sup> Avenue at the Front Desk Counter and on the District's website at [www.scusd.edu](http://www.scusd.edu).*

## February 15, 2018 Board Meeting Strategic Breakdown



**The SCUSD Board of Education has set a goal to focus on Student Success for no less than 33% of each meeting.** This is a recap of each category of time spent at the February 15, 2018 meeting.

### Definitions:

*Student Success* encompasses any Board agenda item that involves the academic, social, emotional, and related outcomes of students.

*Operational Excellence* incorporates Board items that cover operations, budget, customer service, program efficiencies, and similar topics.

*Human Resources* entails any topic related to employee relations, collective bargaining agreements, and other similar Board items.

*Community Engagement* includes any Board item that includes community group communications items, public comment, sharing from Board Members and the Superintendent, and other similar topics.



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 12.1

**Meeting Date:** March 1, 2018

**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 5 Ending January 19, 2018

**Financial Considerations:** Reflects standard business information.

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

**Documents Attached:**

1. Enrollment and Attendance Report for Month 5 Ending January 19, 2018

**Estimated Time:** N/A

**Submitted by:** Gerardo Castillo, CPA, Chief Business Officer

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

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5 ENDING FRIDAY, JANUARY 19, 2018  
 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				2017-2018 Actual Attendance	Cum Attd Days /84 2017-2018	PERCENTAGE 2017-2018
Abraham Lincoln Elementary	86	229	230	5	550	92.69%	518.08	94.51%	
Alice Birney Waldorf-Inspired K8	82	163	180	0	425	93.22%	406.86	96.14%	
Bret Harte Elementary	35	101	105	39	280	91.77%	256.55	93.40%	
Caleb Greenwood	72	232	190	5	499	95.01%	484.55	96.18%	
Camellia Basic Elementary	85	183	177	11	456	95.78%	447.63	97.56%	
Capital City School	1	18	35	0	54	98.13%	43.88	97.90%	
Caroline Wenzel Elementary	40	104	120	50	314	93.28%	291.86	95.12%	
Cesar Chavez ES	0	0	365	15	380	93.60%	366.86	95.45%	
Crocker/Riverside Elementary	96	279	288	0	663	95.82%	638.70	97.07%	
David Lubin Elementary	93	222	221	31	567	93.19%	532.94	94.86%	
Earl Warren Elementary	54	173	194	14	435	94.78%	417.60	96.01%	
Edward Kemble Elementary	161	415	0	13	589	92.83%	564.71	94.87%	
Elder Creek Elementary	96	310	351	0	757	94.67%	719.26	96.34%	
Ethel I Baker Elementary	95	296	292	0	683	91.48%	641.58	94.12%	
Ethel Phillips Elementary	63	203	214	21	501	93.11%	466.51	94.39%	
Father Keith B Kenny K-8 School	48	182	127	0	357	92.66%	328.69	93.52%	
Genevieve Didion Elementary	71	208	219	10	508	96.40%	489.66	97.36%	
Golden Empire Elementary	72	253	269	15	609	95.32%	592.11	96.58%	
H W Harkness Elementary	72	140	145	13	370	93.93%	353.50	95.27%	
Hollywood Park Elementary	48	133	118	44	343	93.18%	329.50	95.28%	
Home/Hospital	11	11	52	7	81	100.00%	29.72	100.00%	
Hubert H. Bancroft Elementary	68	166	172	29	435	92.99%	406.21	94.61%	
Isador Cohen Elementary	24	111	114	20	269	93.75%	251.37	94.67%	
James W Marshall Elementary	49	163	163	21	396	93.14%	375.32	95.57%	
John Bidwell Elementary	47	121	128	14	310	92.24%	296.51	95.32%	
John Cabrillo Elementary	48	134	153	42	377	91.99%	347.12	94.02%	
John D Sloat Elementary	70	85	92	19	266	91.01%	239.71	93.81%	
John H. Still K-8	86	306	278	14	684	91.06%	637.73	93.51%	
John Morse Therapeutic Center	0	0	0	32	32	92.74%	27.52	92.15%	
Leataata Floyd Elementary	48	161	136	10	355	91.79%	329.91	93.37%	
Leonardo da Vinci K - 8 School	119	281	277	36	713	96.18%	696.32	97.40%	
Mark Twain Elementary	40	129	126	30	325	92.90%	303.88	94.00%	
Martin Luther King Jr Elementary	42	122	160	36	360	92.36%	341.64	94.35%	
Matsuyama Elementary	86	248	266	3	603	95.85%	588.46	96.86%	
Nicholas Elementary	80	277	257	24	638	93.34%	613.91	94.58%	
O W Erlewine Elementary	46	114	128	12	300	91.69%	281.23	94.49%	
Oak Ridge Elementary	70	235	219	2	526	91.79%	475.89	93.98%	
Pacific Elementary	137	329	289	0	755	93.95%	704.37	94.64%	
Parkway Elementary School	72	252	226	34	584	92.73%	537.93	93.90%	
Peter Burnett Elementary	66	243	241	26	576	93.36%	543.10	95.65%	
Phoebe A Hearst Elementary	96	288	287	0	671	96.54%	653.25	97.38%	
Pony Express Elementary	48	170	176	8	402	94.38%	382.29	95.84%	
Rosa Parks K-8 School	48	142	156	13	359	93.27%	341.00	94.73%	
Sequoia Elementary	59	170	218	10	457	94.15%	433.75	95.72%	
Success Academy K-8	0	0	16	3	19	88.52%	11.69	89.52%	
Susan B Anthony Elementary	49	150	134	0	333	96.29%	309.27	97.06%	
Sutterville Elementary	72	197	231	7	507	95.09%	489.25	96.36%	
Tahoe Elementary	59	130	125	35	349	93.54%	336.86	94.73%	
Theodore Judah Elementary	95	230	231	25	581	94.42%	554.02	95.95%	
Washington Elementary	69	96	72	0	237	93.67%	220.51	94.92%	
William Land Elementary	57	181	189	0	427	95.05%	415.06	96.41%	
Woodbine Elementary	40	118	107	27	292	94.05%	265.25	94.63%	
<b>TOTAL ELEMENTARY SCHOOLS</b>	<b>3,309</b>	<b>9,321</b>	<b>9,392</b>	<b>849</b>	<b>22,871</b>	<b>93.78%</b>	<b>21,629.92</b>	<b>95.37%</b>	

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 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			2017-2018 Actual Attendance	Cum Attd Days/84	PERCENTAGE 2017-2018
							2017-2018	
A M Winn Elementary K-8 Waldorf	16	16	32	0	32	95.09%	31.86	95.91%
Albert Einstein MS	361	323	684	44	728	92.90%	696.21	95.45%
Alice Birney Waldorf-Inspired K8	47	56	103	0	103	94.89%	100.82	96.83%
California MS	460	437	897	12	909	92.91%	866.93	94.51%
Capital City School	15	16	31	1	32	85.39%	24.12	87.06%
Father Keith B Kenny K-8 School	20	13	33	0	33	95.45%	32.52	96.10%
Fern Bacon MS	381	365	746	18	764	93.77%	716.44	95.43%
Genevieve Didion Elementary	46	58	104	0	104	94.81%	98.61	97.36%
Home/Hospital	14	11	25	5	30	100.00%	10.41	100.00%
John H. Still K-8	119	128	247	25	272	95.25%	264.04	95.91%
John Morse Therapeutic Center	0	0	0	15	15	78.90%	12.70	87.75%
Kit Carson MS	164	165	329	20	349	90.40%	324.35	92.82%
Leonardo da Vinci K - 8 School	72	61	133	20	153	94.26%	148.23	96.96%
Martin Luther King Jr Elementary	40	48	88	0	88	93.85%	86.57	95.22%
Rosa Parks K-8 School	220	209	429	43	472	92.69%	445.96	94.94%
Sam Brannan MS	225	213	438	50	488	92.79%	467.79	95.18%
School of Engineering and Science	131	118	249	0	249	95.06%	241.64	96.15%
Success Academy K-8	4	10	14	0	14	70.71%	8.21	76.92%
Sutter MS	599	573	1172	40	1212	95.88%	1172.43	97.04%
Will C Wood MS	345	316	661	27	688	93.67%	658.89	95.48%
<b>TOTAL MIDDLE SCHOOLS</b>	<b>3,279</b>	<b>3,136</b>	<b>6,415</b>	<b>320</b>	<b>6,735</b>	<b>93.65%</b>	<b>6,408.73</b>	<b>95.48%</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 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				2017-2018 Actual Attendance	Cum Attd Days/84	PERCENTAGE 2017-2018
										2017-2018	
American Legion HS	248	0	0	0	0	248	0	248	78.95%	218.36	84.13%
Arthur A. Benjamin Health Prof	0	47	54	43	30	174	19	193	91.15%	186.55	92.12%
C K McClatchy HS	0	603	565	492	497	2157	85	2242	94.06%	2118.21	95.34%
Capital City School	0	21	49	63	92	225	0	225	85.01%	175.73	84.86%
Hiram W Johnson HS	0	364	343	290	317	1314	157	1471	90.29%	1332.37	92.68%
Home/Hospital	0	16	10	18	2	46	14	60	100.00%	16.78	100.00%
John F Kennedy HS	0	562	528	536	457	2083	103	2186	92.81%	2053.58	95.06%
Kit Carson MS	0	64	33	23	23	143	0	143	91.24%	141.61	95.13%
Luther Burbank HS	0	452	376	374	368	1570	146	1716	91.31%	1595.52	93.73%
Rosemont HS	0	351	342	321	298	1312	92	1404	93.57%	1314.07	94.86%
School of Engineering and Science	0	93	74	63	52	282	0	282	93.97%	271.91	95.56%
The Academy	0	4	11	1	0	16	0	16	85.02%	13.24	83.17%
West Campus HS	0	207	230	198	224	859	0	859	96.19%	838.99	97.49%
<b>TOTAL HIGH SCHOOLS</b>	<b>248</b>	<b>2,768</b>	<b>2,614</b>	<b>2,478</b>	<b>2,522</b>	<b>10,429</b>	<b>616</b>	<b>11,045</b>	<b>92.34%</b>	<b>10,276.90</b>	<b>94.26%</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 TRADITIONAL SCHOOLS

DISTRICT TOTALS	TOTAL MONTH- END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
		2017-2018 Actual Attendance	Cum Attd Days/84	PERCENTAGE 2017-2018
			2017-2018	
ELEMENTARY	22,871	93.78%	21,600	95.37%
MIDDLE	6,735	93.65%	6,398	95.48%
HIGH SCHOOL	11,045	92.34%	10,260	94.26%
<b>TOTAL ALL DISTRICT SEGMENTS</b>	<b>40,651</b>	<b>93.37%</b>	<b>38,259</b>	<b>95.09%</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 CHARTER SCHOOLS

2017-2018 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			2017-2018 Actual Attendance	2017-2018	PERCENTAGE 2017-2018
Bowling Green-Mc Coy	67	201	187	0	0	10	465	94.44%	444.95	95.50%
Bowling Green-Chacon	46	165	148	0	0	0	359	95.98%	343.37	97.06%
George W. Carver SAS	0	0	0	0	251	13	264	96.92%	252.98	94.74%
New Joseph Bonnheim Charter	32	139	114	0	0	0	285	92.43%	265.25	95.51%
New Tech High	0	0	0	0	164	3	167	94.70%	158.40	96.03%
The Met High School	0	0	0	0	270	0	270	96.56%	268.95	96.87%
<b>TOTAL DEPENDENT CHARTER SCHOOLS</b>	<b>145</b>	<b>505</b>	<b>449</b>	<b>0</b>	<b>685</b>	<b>26</b>	<b>1,810</b>	<b>95.07%</b>	<b>1,733.90</b>	<b>95.95%</b>

2017-2018 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			2017-2018 Actual Attendance	2017-2018	PERCENTAGE 2017-2018
CA Montessori Project Capitol Campus	44	126	111	45	0	0	326	95.71%	315.37	96.34%
Capitol Collegiate Academy	75	152	108	0	0	0	335	92.47%	327.23	95.26%
Aspire Capitol Heights Academy	45	138	83	0	0	0	266	93.40%	260.23	94.46%
Growth Public Schools	63	46	0	0	0	0	109	92.11%	100.53	90.32%
Language Academy	84	199	200	102	0	0	585	96.73%	568.34	97.28%
Oak Park Prep	0	0	0	135	0	0	135	93.06%	126.86	95.05%
PS 7 Elementary	70	139	204	134	0	0	547	92.40%	516.63	93.37%
Sacramento Charter HS	0	0	0	0	736	0	736	95.23%	730.19	95.73%
Sol Aureus College Preparatory	48	149	119	42	0	0	358	86.38%	295.69	88.32%
Yav Pem Suab Academy	66	197	209	0	0	0	472	95.02%	450.49	96.06%
<b>TOTAL INDEPENDENT CHARTER SCHOOLS</b>	<b>495</b>	<b>1,146</b>	<b>1,034</b>	<b>458</b>	<b>736</b>	<b>-</b>	<b>3,869</b>	<b>93.25%</b>	<b>3,691.56</b>	<b>94.22%</b>

<b>TOTAL CHARTER SCHOOLS</b>	<b>640</b>	<b>1,651</b>	<b>1,483</b>	<b>458</b>	<b>1,421</b>	<b>26</b>	<b>5,679</b>	<b>94.16%</b>	<b>5,425.46</b>	<b>95.08%</b>
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SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 ADULT EDUCATION SCHOOLS

ADULT EDUCATION	ENROLLMENT	HOURS EARNED			2017-2018 CUMULATIVE ADA		
		CONCURRENT	OTHER	TOTAL	CONCURRENT	OTHER	TOTAL
A. Warren McClaskey Adult Center	359		17,576.25	17,576.25		236.92	236.92
Charles A. Jones Career & Education Center	686		25,870.86	25,870.86		415.33	415.33
<b>TOTAL ADULT EDUCATION</b>	<b>1,045</b>		<b>43,447.11</b>	<b>43,447.11</b>		<b>652.25</b>	<b>652.25</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 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	38	36	37	44	36	45	52	288
Abraham Lincoln Elementary	86	83	73	73	78	75	77	545
Alice Birney Waldorf-Inspired K8	82	48	53	62	61	60	59	425
Bret Harte Elementary	35	29	37	35	33	33	39	241
Caleb Greenwood	72	70	68	94	64	64	62	494
Camellia Basic Elementary	85	58	65	60	58	60	59	445
Capital City School	1	6	5	7	8	11	16	54
Caroline Wenzel Elementary	40	40	30	34	38	30	52	264
Cesar Chavez ES	0	0	0	0	106	121	138	365
Crocker/Riverside Elementary	96	96	91	92	96	98	94	663
David Lubin Elementary	93	80	82	60	72	77	72	536
Earl Warren Elementary	54	57	61	55	64	55	75	421
Edward Kemble Elementary	161	156	131	128	0	0	0	576
Elder Creek Elementary	96	104	116	90	117	118	116	757
Ethel I Baker Elementary	95	103	109	84	87	112	93	683
Ethel Phillips Elementary	63	71	64	68	65	85	64	480
Father Keith B Kenny K-8 School	48	65	49	68	40	40	47	357
Genevieve Didion Elementary	71	70	70	68	65	66	88	498
Golden Empire Elementary	72	83	84	86	87	83	99	594
H W Harkness Elementary	72	44	48	48	39	53	53	357
Hollywood Park Elementary	48	40	46	47	41	45	32	299
Home/Hospital	11	3	3	5	16	11	25	74
Hubert H. Bancroft Elementary	68	72	46	48	54	66	52	406
Isador Cohen Elementary	24	31	46	34	43	44	27	249
James W Marshall Elementary	49	49	65	49	43	51	69	375
John Bidwell Elementary	47	38	40	43	39	45	44	296
John Cabrillo Elementary	48	43	44	47	53	46	54	335
John D Sloat Elementary	70	32	32	21	33	26	33	247
John H. Still K-8	86	96	104	106	91	88	99	670
John Morse Therapeutic Center	0	0	0	0	0	0	0	0
Leataata Floyd Elementary	48	57	57	47	40	52	44	345
Leonardo da Vinci K - 8 School	119	95	92	94	96	94	87	677
Mark Twain Elementary	40	46	48	35	37	39	50	295
Martin Luther King Jr Elementary	42	39	49	34	59	41	60	324
Matsuyama Elementary	86	67	91	90	90	91	85	600
Nicholas Elementary	80	88	96	93	66	95	96	614
O W Erlewine Elementary	46	38	37	39	46	40	42	288
Oak Ridge Elementary	70	73	90	72	74	64	81	524
Pacific Elementary	137	117	104	108	100	98	91	755
Parkway Elementary School	72	95	72	85	64	83	79	550
Peter Burnett Elementary	66	92	72	79	69	76	96	550
Phoebe A Hearst Elementary	96	96	96	96	99	94	94	671
Pony Express Elementary	48	43	61	66	54	58	64	394
Rosa Parks K-8 School	48	48	48	46	51	44	61	346
Sequoia Elementary	59	63	57	50	65	68	85	447
Success Academy K-8	0	0	0	0	6	7	3	16
Susan B Anthony Elementary	49	40	66	44	46	45	43	333
Sutterville Elementary	72	59	72	66	57	85	89	500
Tahoe Elementary	59	54	39	37	41	45	39	314
Theodore Judah Elementary	95	88	70	72	79	87	65	556
Washington Elementary	69	48	24	24	27	23	22	237
William Land Elementary	57	62	64	55	74	60	55	427
Woodbine Elementary	40	36	38	44	28	40	39	265
<b>TOTAL</b>	<b>3,309</b>	<b>3,147</b>	<b>3,142</b>	<b>3,032</b>	<b>2,995</b>	<b>3,137</b>	<b>3,260</b>	<b>22,022</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
 MONTH 5, ENDING FRIDAY, JANUARY 19, 2018  
 CUMULATIVE TOTAL ABSENCES

ELEMENTARY	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	312	1362	25103	26465	94.85%
Abraham Lincoln Elementary	550	2526	43519	46045	94.51%
Alice Birney Waldorf-Inspired K8	425	1372	34176	35548	96.14%
Bret Harte Elementary	280	1523	21550	23073	93.40%
Caleb Greenwood	499	1615	40702	42317	96.18%
Camellia Basic Elementary	456	941	37601	38542	97.56%
Capital City School	54	79	3686	3765	97.90%
Caroline Wenzel Elementary	314	1257	24516	25773	95.12%
Cesar Chavez ES	380	1470	30816	32286	95.45%
Crocker/Riverside Elementary	663	1621	53651	55272	97.07%
David Lubin Elementary	567	2428	44767	47195	94.86%
Earl Warren Elementary	435	1456	35078	36534	96.01%
Edward Kemble Elementary	589	2564	47436	50000	94.87%
Elder Creek Elementary	757	2296	60418	62714	96.34%
Ethel I Baker Elementary	683	3366	53893	57259	94.12%
Ethel Phillips Elementary	501	2327	39187	41514	94.39%
Father Keith B Kenny K-8 School	357	1912	27610	29522	93.52%
Genevieve Didion Elementary	508	1114	41131	42245	97.36%
Golden Empire Elementary	609	1763	49737	51500	96.58%
H W Harkness Elementary	370	1473	29694	31167	95.27%
Hollywood Park Elementary	343	1370	27678	29048	95.28%
Home/Hospital	0	0	0.00	0	100.00%
Hubert H. Bancroft Elementary	435	1945	34122	36067	94.61%
Isador Cohen Elementary	269	1188	21115	22303	94.67%
James W Marshall Elementary	396	1460	31527	32987	95.57%
John Bidwell Elementary	310	1224	24907	26131	95.32%
John Cabrillo Elementary	377	1855	29158	31013	94.02%
John D Sloat Elementary	266	1328	20136	21464	93.81%
John H. Still K-8	684	3721	53569	57290	93.51%
John Morse Therapeutic Center	32	197	2312	2509	92.15%
Leataata Floyd Elementary	355	1968	27712	29680	93.37%
Leonardo da Vinci K - 8 School	713	1561	58491	60052	97.40%
Mark Twain Elementary	325	1630	25526	27156	94.00%
Martin Luther King Jr Elementary	360	1717	28698	30415	94.35%
Matsuyama Elementary	603	1604	49431	51035	96.86%
Nicholas Elementary	638	2957	51568	54525	94.58%
O W Erlewine Elementary	300	1377	23623	25000	94.49%
Oak Ridge Elementary	526	2560	39975	42535	93.98%
Pacific Elementary	755	3349	59167	62516	94.64%
Parkway Elementary School	584	2936	45186	48122	93.90%
Peter Burnett Elementary	576	2077	45620	47697	95.65%
Phoebe A Hearst Elementary	671	1475	54873	56348	97.38%
Pony Express Elementary	402	1393	32112	33505	95.84%
Rosa Parks K-8 School	359	1595	28644	30239	94.73%
Sequoia Elementary	457	1629	36435	38064	95.72%
Success Academy K-8	19	115	982	1097	89.52%
Susan B Anthony Elementary	333	787	25979	26766	97.06%
Sutterville Elementary	507	1551	41097	42648	96.36%
Tahoe Elementary	349	1574	28296	29870	94.73%
Theodore Judah Elementary	581	1966	46538	48504	95.95%
Washington Elementary	237	992	18523	19515	94.92%
William Land Elementary	427	1299	34865	36164	96.41%
Woodbine Elementary	292	1264	22281	23545	94.63%
<b>TOTAL</b>	<b>22,790</b>	<b>88,129</b>	<b>1,814,417</b>	<b>1,902,546</b>	<b>95.37%</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
 ENROLLMENT AND ATTENDANCE REPORT  
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 CUMULATIVE TOTAL ABSENCES

MIDDLE	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	32	114	2676	2790	95.91%
Albert Einstein MS	728	2786	58482	61268	95.45%
Alice Birney Waldorf-Inspired K8	103	277	8469	8746	96.83%
California MS	909	4232	72822	77054	94.51%
Capital City School	32	301	2026	2327	87.06%
Father Keith B Kenny K-8 School	33	111	2732	2843	96.10%
Fern Bacon MS	764	2880	60181	63061	95.43%
Genevieve Didion Elementary	104	225	8283	8508	97.36%
Home/Hospital	0	0	0	0	#DIV/0!
John H. Still K-8	272	946	22179	23125	95.91%
John Morse Therapeutic Center	15	149	1067	1216	87.75%
Kit Carson MS	349	2109	27245	29354	92.82%
Leonardo da Vinci K - 8 School	153	391	12451	12842	96.96%
Martin Luther King Jr Elementary	88	365	7272	7637	95.22%
Rosa Parks K-8 School	472	1998	37461	39459	94.94%
Sam Brannan MS	488	1988	39294	41282	95.18%
School of Engineering and Science	249	812	20298	21110	96.15%
Success Academy K-8	14	207	690	897	76.92%
Sutter MS	1212	3002	98484	101486	97.04%
Will C Wood MS	688	2620	55347	57967	95.48%
<b>TOTAL</b>	<b>6,705</b>	<b>25,513</b>	<b>537,459</b>	<b>562,972</b>	<b>95.47%</b>

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
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 CUMULATIVE TOTAL ABSENCES

HIGH SCHOOL	ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
American Legion HS	248	3460	18342	21802	84.13%
Arthur A. Benjamin Health Prof	193	1340	15670	17010	92.12%
C K McClatchy HS	2242	8695	177930	186625	95.34%
Capital City School	225	2634	14761	17395	84.86%
Hiram W Johnson HS	1471	8844	111919	120763	92.68%
Home/Hospital	0	0	0	0	#DIV/0!
John F Kennedy HS	2186	8955	172501	181456	95.06%
Kit Carson MS	143	609	11895	12504	95.13%
Luther Burbank HS	1716	8965	134024	142989	93.73%
Rosemont HS	1404	5977	110382	116359	94.86%
School of Engineering and Science	282	1062	22840	23902	95.56%
The Academy	16	225	1112	1337	83.17%
West Campus HS	859	1811	70475	72286	97.49%
<b>TOTAL</b>	<b>10,985</b>	<b>52,577</b>	<b>861,851</b>	<b>914,428</b>	<b>94.25%</b>

	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
<b>TOTAL ALL SCHOOLS</b>	<b>40,480</b>	<b>166,219</b>	<b>3,213,727</b>	<b>3,379,946</b>	<b>95.08%</b>