BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING

Thursday, March 05, 2020

6:00 p.m. - Closed Session
7:00 p.m. - Public Session

Burbank City Hall
275 E. Olive Avenue
Burbank, California

AGENDA

The entire agenda packet is available for review online at www.burbankusd.org; at the District Office Building, Superintendent's Office, 1900 W. Olive Ave., Burbank, 91506; and at the Reference Desk in all Burbank City Libraries at: 110 N. Glenoaks, Burbank, 91502; 300 N. Buena Vista, Burbank, 91505; and 3323 W. Victory Blvd., Burbank, 91505.

1. CALL TO ORDER

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Comments and Responses

3. CLOSED SESSION
The Board will meet in Closed Session for the purpose of the following:

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: Burbank Teachers Association (BTA)

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Superintendent's Office at (818) 729-4422.

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code §54956.9 (d)(4)
One Case: Initiation of litigation

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE
When the Board of Education reconvenes in Public Session, the Board may make any required disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

5. REPORTING ON CLOSED SESSION

6. ADJUSTMENTS TO THE AGENDA
The Board President will announce any requests for adjustments to the meeting agenda.

7. ITEMS FOR FUTURE AGENDAS

8. PRESENTATIONS / RECOGNITIONS

8.a Recognition of John Burroughs High School Students work in National Exhibit - Women Leading the Way
John Paramo, Assistant Superintendent, Educational Services, will facilitate the recognition and in introduce Deborah Madrigal, Principal, John Burroughs High School, who will recognize John Burroughs High School student Camila Palma, whose art and essay will be exhibited in a national exhibit, Women Leading the Way, a project in celebration and recognition of the 100 Centennial of Women's Suffrage.

8.b Presentation by the City of Burbank on the 2020 Census
Stacy Cashman, Director, Student Services, will facilitate a presentation and introduce Melissa Colasanto, Administrative Analyst with the City of Burbank, who will report on the 2020 Census, as presented.

BUSD PowerPoint Presentation Census.pdf

9. REPORTS FROM THE BOARD

9.a Student Representatives
Maddie Medina, JBHS; Mario Cordero, MHS; and Sarkis TerPetrossyan, BHS; will report on activities at their respective schools.

10. REQUESTS TO ADDRESS THE BOARD

10.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

10.b Staff Responses

10.c Board Members' Comments and Responses

11. REPORTS TO THE BOARD

11.a Superintendent's Comments
Matt Hill, Superintendent, will comment on items of interest to the Board of Education and community.

11.b Report on Facilities and Technology Projects
Debbie Kukta, Assistant Superintendent, Administrative Services, will report on Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

3-5-20 Facilities and Technology PP.pdf

12. NEW AND/OR UNFINISHED BUSINESS

12.a Adoption of Resolution 28 Ensuring a Complete Count of District Communities, Families, and Students in the 2020 Census
Stacy Cashman, Director, Student Services, recommends that the Board of Education adopt Resolution 28 Ensuring a Complete Count of District Communities, Families, and Students in

the 2020 Census, as presented.

Resolution 28 - Census 2020.pdf

12.b Adoption of Resolution 29 Proclaiming March 2020 as Intellectual Disability Awareness Month (Special Education)
Tamara Schiern, Director of Special Education, recommends that the Board of Education adopt Resolution 29 proclaiming the month of March 2020 as Intellectual Disabilities Awareness Month, as presented.

Resolution 29 - SPED Intellectual Disability Awareness Month.pdf

12.c Acceptance of Gifts
Matt Hill, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report_030520.pdf

13. CONSENT AGENDA
All items on the Consent Agenda are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Agenda at the request of any Board member and acted on separately.

13.a Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Meeting of February 20 , 2020, as presented.

Minutes.02.20.20.pdf

13.b Approval of Personnel Report Number 19-20-14
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 19-20-14, covering Certificated and Classified personnel, and consisting of Pages 1 to 14 inclusive, as presented.

Personnel Report.pdf

13.c 2019-2020 Purchase Order Report
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2019-2020 as listed through February 3, 2020, as presented.

2019-2020 Purchase Order Report.pdf

13.d Approval of Warrants
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve payroll warrants in the total amount of $10,278,342.95 commercial warrants in the total amount of $4,428,921.00, as presented.

Warrants.pdf

13.e Approval of Instructional Consultant Services
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Instructional Consultants_Redacted.pdf

13.f Ratification of Master Contract for Nonpublic, Nonsectarian Agency (Special Education)
Tamara Schiern, Director, Special Education, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by California Pyschare, Inc., Nonpublic, Nonsectarian Agency, effective February 26, 2020 through June 30, 2020 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2019 through June 30, 2020, was approved by the Board of Education June 6, 2019.

Ratification of Amended Master Contract.pdf

13.g Ratification of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and John Tracy Clinic dba John Tracy Center, to provide Listening and Spoken Language (LSL) therapy for Special Education Student 960032525, not to exceed $4,030 (01.0-65000.0-57700-11900-5850-7440000), effective January 6, 2020 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960032525_John Tracy Clinic.pdf

13.h Approval of Release of Teachers on Temporary Contract
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the release of all teachers on temporary contract prior to the end of the 2019-2020 school year, as presented.

Temp Release.pdf

13.i Approval of Luther Burbank Middle School (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Luther Burbank Middle School 6th grade GATE (Overnight) Field Trip request to participate in the Ocean Institute in Dana Point, California from Wednesday, March 18, 2020 to Thursday, March 19, 2020, as presented

2020 LBMS Overnight GATE Trip.pdf

13.j Approval of John Burroughs High School (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the John Burroughs High School Dance Team/All Male (Overnight) Field Trip request to participate in the California Association of Dance Drill Team Directors (CADTD) State Dance Championships 2020 in Santa Ana, CA from Saturday, March 14, 2020 to Sunday, March 15, 2020, as presented.

2020 JBHS Overnight Field Trip.pdf

13.k Acceptance of Notice of Completion, Reliable Floor Covering, Installation of Flooring in Portable Classrooms 24 & 25 at Walt Disney Elementary School (Growth Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: installation of flooring in portable classrooms 24 & 25 at Walt Disney Elementary School, not to exceed $14,112 PO20002592 (25.0-00000.0-00000-85000-6250-201-0000), Growth Fund, and the authority to sign the amended agreement be exercised pursuant to BUSD-AR 3314, as presented.

NOC_reliable floor covering_disney_growth.pdf

13.l Acceptance of Notice of Completion, Card Reader and Access Control Panel at District Office, Edgeworth Integration, LLC (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Card Reader and Access Control Panel at District Office by Solutionz, Inc. (21.3-00000.0-93000-85000-4410/5850-740000), PO 20002359, not to exceed $2,817.88 (Bond Funds), as presented.

NOC_Edgeworth_Card Reader Control Panel_District Office_030520.pdf

13.m Acceptance of Notice of Completion, Data Cabling and Public Address Speakers at District Office, Dimension Data (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid for the Data Cabling and Public Address Speakers project at District Office by Dimension Data, (21.3-00000.0-93000-85000-6249-7730000), PO 20001550 and 20001553, not to exceed $15,219.60 (Bond Funds), as presented.

NOC_Dimension Data_Data Cabling_District Office_030520.pdf

13.n Acceptance of Notice of Completion, Data Cabling and Public Address Speakers at District Service Center, Dimension Data (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid for the Data Cabling and Public Address Speakers project at District Service Center by Dimension Data, (21.3-00000.0-93000-85000-6249-7730000), PO 20001551 and 20001555, not to exceed $90,031.96 (Bond Funds), as presented.

NOC_Dimension Data_Data Cabling_DSC_030520.pdf

13.o Acceptance of Notice of Completion, Entrance Camera System and Security Cameras at 6

District Office, AMS.NET (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Entrance Camera System and Security Cameras project at District Office by AMS.NET, (21.3-00000.0-93000-85000-5850-7400000), PO 20001533, not to exceed $3,187.11 (Bond Funds), as presented.

NOC_AMS.NET_Entrance Security Cameras_District Office_030520.pdf

13.p Acceptance of Notice of Completion, Entrance Camera System and Security Cameras at District Service Center, AMS.NET (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Entrance Camera System and Security Cameras project at District Service Center by AMS.NET, (21.3-00000.0-93000-85000-6249-7730000), PO 20001534, not to exceed $17,858.19 (Bond Funds), as presented.

NOC_AMS.NET_Entrance Security Cameras_DSC_030520.pdf

13.q Approval of Burbank High School Key Club (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Burbank High School Key Club (Overnight) Field Trip request to participate in the Key Club District Convention in Reno, Nevada from Friday, March 13, 2020 to Sunday, March 15, as presented.

2020 BHS Key Club Field Trip.pdf

14. REQUESTS TO ADDRESS THE BOARD

14.a Public Communications
An individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than three (3) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

14.b Staff Responses

14.c Board Members' Comments and Responses

15. ADJOURNMENT

2020 CENSUS

CITY OF BURBANK

Board of Education Meeting

Thursday, March 5, 2020

Overview

- What is the Census?
- Power of Census
- Goal of 2020 Census
- How To Be Counted

CITY OF BURBANK

What is the Census?

The census is a mandated count by the federal government taken every ten years of EVERY person living in the United States, regardless of age, sex, ethnicity, citizenship or immigration status.



CITY OF BURBANK

Power of Census



Federal Funding



Vital Information that shapes the future



Congressional Representation + Redistricting

CITY OF BURBANK

Goal of 2020 Census

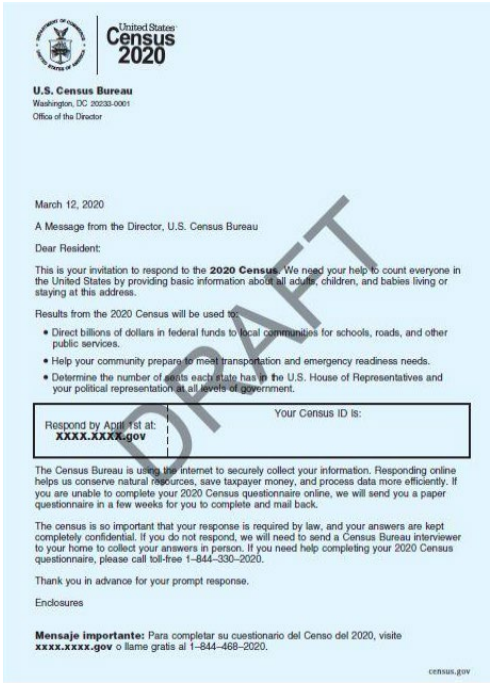
“Count everyone once, only once, and in the right place.”

CITY OF BURBANK

How To Be Counted!

Invitation to Respond

Starting the week of March 12, 2020, you will receive a letter in the mail with instructions on how to respond.



United States Census 2020

U.S. Census Bureau
Washington, DC 20233-0001
Office of the Director

March 12, 2020

A Message from the Director, U.S. Census Bureau

Dear Resident:

This is your invitation to respond to the **2020 Census.** We need your help to count everyone in the United States by providing basic information about all adults, children, and babies living or staying at this address.

Results from the 2020 Census will be used to:

- Direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Help your community prepare to meet transportation and emergency readiness needs.
- Determine the number of seats each state has in the U.S. House of Representatives and your political representation at all levels of government.

Respond by April 1st at:
XXXX.XXXX.gov

Your Census ID is:

DRAFT

The Census Bureau is using the internet to securely collect your information. Responding online helps us conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete your 2020 Census questionnaire online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by law, and your answers are kept completely confidential. If you do not respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing your 2020 Census questionnaire, please call toll-free 1–844–330–2020.

Thank you in advance for your prompt response.

Enclosures

Mensaje importante: Para completar su cuestionario del Censo del 2020, visite **xxxx.xxxx.gov** o llame gratis al 1–844–468–2020.

census.gov

CITY OF BURBANK

How To Be Counted!



Internet



Phone



Mail

Self-Response Period: March 2020 – July 2020
Non-Response Follow-up Period: May 2020 – July 2020

CITY OF BURBANK

2020 CENSUS

CITY OF BURBANK

Board of Education Meeting

Thursday, March 5, 2020

Facilities/Technology Board of Education Agenda Items

Board of Education Meeting – March 5, 2020

Facilities Projects (Notices of Completion, Change Orders, Award of Contract & Contract Amendments)

Bond Technology Projects (Notices of Completion, Change Orders, Award of Contract & Contract Amendments)

NEW CLASSROOM BUILDING
WALT DISNEY ELEMENTARY SCHOOL
JANUARY, 2020

Notices of Completion - Facilities

13.k Location - Walt Disney Elementary School
Project – Flooring Replacement Portables #24 and #25
Contractor – Reliable Floor Covering
Final Contract Amount - $14,112.00 (Growth Funds)

Notices of Completion - Technology

13.l Location – District Office
Project – Card Reader and Access Control Panel System
Contractor – Edgeworth Integration, LLC
Final Contract Amount - $2,817.88 (Bond Funds)

13.m Location – District Office
Project – Data, Cabling and Public Address Speakers
Contractor – Dimension Data
Final Contract Amount - $15,219.60 (Bond Funds)

13.n Location – District Service Center
Project – Data, Cabling and Public Address Speakers
Contractor – Dimension Data
Final Contract Amount - $90,031.96 (Bond Funds)

Notices of Completion - Technology

13.o Location – District Office
Project – Entrance and Security Camera System Upgrades
Contractor – AMS.NET
Final Contract Amount - $3,187.11 (Bond Funds)

13.p Location – District Service Center
Project – Entrance and Security Camera System Upgrades
Contractor – AMS.NET
Final Contract Amount - $17,858.19 (Bond Funds)

Burbank Unified School District
Department of Student Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Stacy Cashman, Director, Student Services
PREPARED BY:	Stacy Cashman, Director, Student Services
SUBMITTED BY:	Melinda Drechsler, Administrative Secretary, Student Services
DATE:	March 5, 2020
SUBJECT:	Adoption of Resolution 28 Ensuring a Complete Count of District Communities, Families, and Students in the 2020 Census

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Background:
The Legislative Affairs Office determined California was undercounted in previous census, costing California at least $2 billion in federal funds over ten years and a seat in the House of Representatives. As California is home to 13% of the child population of the United States, the City of Burbank in partnership with the Burbank Unified School District, have chosen to work together to address those populations that are frequently undercounted, including children under six, youth, immigrants, renters, homeless, and those with limited-English proficiency.

Discussion / Issues:
Our schools depend on Federal dollars determined by Census Data that go to vital programs, such as Early Head Start and Head Start, Title I programs, Special Education, Child Care and, various health programs and grant opportunities. The District has chosen to partner with the City of Burbank and will encourage its superintendent, principals, teachers, school staff, and parent organizations to publicize the importance of the census to parents and community members to ensure everyone is counted.

Fiscal Impact:
None

Recommendation:
Stacy Cashman, Director, Student Services, recommends that the Board of Education adopt Resolution 28 Ensuring a Complete Count of District Communities, Families, and Students in the 2020 Census, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
Resolution 28

Ensuring a Complete Count of District Communities, Families, and Students in the 2020 Census

WHEREAS, the United States decennial Census, which is mandated by the U.S. Constitution, enumerates every person residing in the country regardless of citizenship status, and is fundamental to a fair and representative democracy;

WHEREAS, the United States Census determines the allocation of seats in the House of Representatives and distribution of 900 billion dollars in federal funding, it has critical implications for the State of California;

WHEREAS, the Legislative Affairs Office determined California was undercounted in previous census, costing California at least $2 billion in federal funds over ten years and a seat in the House of Representatives;

WHEREAS, California is home to 13% of the child population of the United States, which includes nearly half of all children living in immigrant families and the highest number of Dual Language Learners/English Language learners in the country (Migration Policy Institute);

WHEREAS, according to the United States Census Bureau, there are populations that are frequently undercounted, including children under six, youth, immigrants, renters, homeless, and those with limited-English proficiency;

WHEREAS, a fair and accurate 2020 Census count will help ensure Burbank communities, families, and students are represented in our democracy and receive critical services;

WHEREAS, our schools depend on Federal dollars determined by Census Data that go to vital programs, such as Early Head Start and Head Start; Title I grants; Special Education; Title IV-E Foster Care; Child Care and Development Block Grant and various health programs;

WHEREAS, the State has allocated resources to County offices to encourage all school boards in the County to recognize the importance of the census for our communities and to engage in Census Week activities;

BE IT RESOLVED: the District encourages its superintendent, principals, teachers, school staff, and parent organizations to publicize the importance of the census to parents and community members to ensure everyone is counted;

BE IT FURTHER RESOLVED: that the Board of Education will attend and support Census efforts to ensure a complete count of all county families in 2020.

I HEARBY CERTIFY that Resolution 28 was approved and adopted by the Board of Education of the Burbank Unified School District at a regular meeting held on the 5th day of March 2020.

Ayes: ____ Noes: ____ Abstain: ____ Absent: ____

_____ _____

President, Board of Education Clerk, Board of Education

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director, Special Education and Psychological Services
PREPARED BY:	Tamara Schiern, Director, Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Adoption of Resolution 29 Proclaiming March 2020 as Intellectual Disability Awareness Month (Special Education)

Background:
This March marks the 28th anniversary of the very first National Intellectual Disabilities Awareness Month. In 1987, in his proclamation, President Ronald Reagan invited "all individuals, agencies, and organizations … to observe this month with appropriate observances and activities directed toward increasing public awareness of the needs and the potential of Americans with [intellectual] disabilities."

Each March, the National Association of Councils on Developmental Disabilities (**NACDD**) partners with Association for University Centers on Disabilities (**AUCD**) and National Disabilities Rights Network (**NDRN**) to create a campaign that highlights the many ways in which people with and without disabilities come together to form strong, diverse communities. The campaign seeks to raise awareness about the inclusion of people with developmental disabilities in all areas of community life, as well as awareness to the barriers that people with disabilities still sometimes face in connecting to the communities in which they live.

Discussion/Issues:
Burbank Unified School District (BUSD) currently services over 115 students identified with Intellectual Disabilities. BUSD provides a full continuum of services and supports for students with Intellectual Disability that may include a combination and range of support within general education classroom settings and receiving Specialized Academic Instruction and Related Services in Special Education classrooms.

The District's resolution will formally acknowledge the importance of raising awareness of Intellectual Disabilities and the value of being part of a community that supports individuals with Intellectual Disabilities, as well as their families and those who work with them in the District's schools.

Recommendation:
Tamara Schiern, Director of Special Education, recommends that the Board of Education adopt Resolution 29 proclaiming the month of March 2020 as Intellectual Disabilities Awareness Month, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
RESOLUTION 29

PROCLAIMING MARCH 2020 AS
INTELLECTUAL DISABILITIES
AWARENESS MONTH

Whereas: Intellectual Disability is a disability characterized by significant limitations both in intellectual functioning (reasoning, learning, problem solving) and in adaptive behavior, which covers a range of everyday social and practical skills and typically appears before the age of 18;

Whereas: In 1987, President Ronald Regan declared March to be Developmental Disabilities Awareness Month;

Whereas: Quality and effective programs can lead to significantly positive outcomes for individuals with Intellectual Disabilities;

Whereas: Individuals with Intellectual Disabilities often require a lifetime of specialized and community support services to ensure their health and safety and participation in the community;

Whereas: Individuals with Intellectual Disabilities are living and working in the community; pursuing higher education; developing their faith; falling in love and getting married; and making their voices heard in all aspects of life;

Whereas: Burbank Unified School District employs qualified and caring individuals who strive to support the education and lives of students with Intellectual Disabilities and support their families;

Whereas: Burbank Unified School District is dedicated to developing and sustaining programs and resources that support students with Intellectual Disabilities and their families;

Whereas: March, 2020 is designated as National Intellectual Disabilities Awareness Month to increase public awareness of the need to support individuals and family members, educators, and other professionals who teach and care for individuals with Intellectual Disabilities to ensure they are respected, valued and fully included in the community.

Now, Therefore Be It Resolved: That the Board of Education recognizes National Intellectual Disability Awareness Month from March 1 to March 30, 2020.

Adopted: This 5th day of March, 2020 by the Board of Education of the Burbank Unified School District.

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Clerk, Board of Education

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
SUBMITTED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
DATE:	March 5, 2020
SUBJECT:	Acceptance of Gifts

Matt Hill, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors.

a. The Theodore Roosevelt Elementary PTA wishes to donate to the District $300.13 to be used to pay for expenses associated with the "One School, One Book, One Reading Event" at Roosevelt Elementary School.

b. The Ralph Waldo Emerson Elementary PTA wishes to donate to the District $600 to be used to pay for field trip transportation for students at Emerson Elementary School.

c. Various donors wish to donate $1,414 to the Edison C.O.O.L. Foundation to be used as needed at Thomas Edison Elementary School.

d. Various donors wish to donate $6,750 to Providencia Fundraising to be used as needed at Providencia Elementary School.

e. Dowling Realty, Inc., wishes to donate to the District $1,000 (banner sponsorship) to be used as needed at Thomas Edison Elementary School

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

February 20, 2020

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Armond Aghakhanian
Steve Frintner
Charlene Tabet
Steve Ferguson
Roberta Reynolds

STUDENT MEMBERS ABSENT:
Zarkis TerPetrossyan, Burbank High School
Maddie Medina, John Burroughs High School
Mario Cordero, Monterey High School

Also present were Matt Hill, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services (arrived at 8:30 p.m.); Debbie Kukta, Assistant Superintendent, Administrative Services; John Paramo, Assistant Superintendent, Educational Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

The Closed Session was called to order at 6:00 p.m. by Board President Aghakhanian.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications

There was no one present who wish to address the Board.

2.b Staff Responses

There were no staff comments at this time.

2.c Board Members' Comments and Responses

There were no Board comments at this time.

The Board adjourned to Closed Session at 6:01 p.m.

3. CLOSED SESSION

3.a Conference With Labor Negotiator, Pursuant to Government Code §54957.6:

Agency Negotiator: Sarah Niemann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.b Conference With Labor Negotiator, Pursuant to Government Code §54957.6:
Agency Negotiator: Sarah Niemann
Employee Organization: Burbank Teachers Association (BTA)

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)
Final Settlement Agreement for Special Education Students 960010181 and 960023540

Confidential Exhibit (OF 28,033)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Board reconvened in Public Session at 7:02 p.m. Janet Diel, President, Burbank Coordinating Council, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Aghakhanian reported that items 3a through 3e, were for discussion only, with no action taken.

6. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

7, ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

8. PRESENTATIONS / RECOGNITIONS

8.a Recognition of the 2020 California Exemplary Arts Education Award Recipients

Peter Knapik, Director, Elementary Education, facilitated the recognition and introduced the recipients of the 2020 California Exemplary Arts Education Award: William McKinley Elementary School, Joaquin Miller Elementary School, Providencia Elementary School and George Washington Elementary School. This award recognizes broad-based achievement in Arts instruction and advancement in the Arts for all students.

Dr. Knapik facilitated the recognition and noted that the award recognizes broad-based achievement in Arts instruction and advancement in the Arts for all students. He then introduced staff from McKinley, Miller, Providencia, and Washington elementary schools.

8.b Recognition of the 2020 California Distinguished School Recipients

Peter Knapik, Director, Elementary Education, facilitated the recognition and introduced the recipients of the 2020 California Distinguished School Award: Walt Disney Elementary School, William McKinley Elementary School, and Joaquin Miller Elementary School. The Distinguished Schools Program honors California's most exemplary and inspiring schools. Schools selected for this award demonstrate significant gains in narrowing the achievement gap.

Dr. Knapik facilitated the presentation and reported that Distinguished School Program honors California's most exemplary and inspiring schools. Schools selected for this award demonstrate significant gains in narrowing the achievement gap. He then introduced staff from Disney, McKinley, and Miller elementary schools.

9. OATH OF OFFICE

9.a Administration of the Oath of Office for Student Board Member

Armond Aghakhanian, President, Board of Education, administered the Oath of Office to Student Board Member Mario Cordero, representing Monterey High School (MHS); who will serve as Student Board Member for the remaining 2019-2020 school year.

10. REPORTS FROM THE BOARD

10.a Student Representatives

Sarkis TerPetrossyan, BHS; Maddie Medina, JBHS; and Mario Cordero, MHS; reported on activities at their respective schools.

Student Board Member TerPetrossyan reported that BHS students raised over $4,000 towards the Lukemia Foundation and thanked the Board and staff for allowing Mental Health awareness workshops, with limited budget resources. Then both Student Board Members TerPetrossyan and Medina jointly reported on the recent tensions experienced at a recent basketball homecoming rivalry game between BHS and JBHS were tensions escalated and noted that the ASB leadership and administrators have been working together to try to resolve the issue. Students from both high schools met and agreed to continue to exhibit positive behavior and that mocking will no longer be tolerated. They both agreed that it was great to be unified.

Student Board Member Medina reported on school activities and thanked Ana Connell for the invitation to attend the State of the Schools Breakfast where she had an opportunity to hear about the District's budget situation and the purpose of Measure I. She believes that Measure I is important to be able to maintain the current programs and bring back some of the programs lost.

11. REQUESTS TO ADDRESS THE BOARD

11.a Public Communications

Principals Deborah Madrigal and Tom Crowther also jointly reported on the recent situation experienced at basketball homecoming rivalry game and agreed with the comments made by both student board members. Dr. Crowther noted that all school events must reflect the values of the community. Both schools have created campus cultural community to be proud and that the expectations sets for students are not just during school hours but at all times during school events and social media. Principal Madrigal reported on the positive interventions offered at JBHS and it was important to continue to exhibit school spirit at both schools. Both ASB’s help to create school spirit and after experiencing the tension at the recent game both ASB's met with staff to discuss what is appropriate and respectful during these events. All students had an opportunity to talk to each other. She was proud and inspired by the conversations and

after much discussion both students and staff agreed to continue to create a positive school culture and community and to work together to continue the spirit rivalry while being respectful with each other.

Janet Diel, President, Burbank Coordinating Council, was called to speak. She thanked the Student Board Members and other volunteers who helped to distribute the Holiday Baskets. She announced the upcoming Burbank Coordinating Council 87th Birthday Celebration where Mayor Sharon Springer will be the keynote speaker and invited the Board and staff to attend. She then commented on the Campership program and the Coins for Campers fundraising effort to help pay for students that qualify for this program and encouraged everyone to donate.

Alyson Edge, Teacher on Special Assignment and NAF Coordinator, was called to speak. She supports Measure I to be able to support the current Career Technical Education programs such as the Business Academy at BHS and the Engendering and Medical Academies at both high schools. She shared the success of the program, encouraged the community to vote, and noted that the Board would also hear from Burbank High School alumni.

Alicia Boote, Library Coordinator, Burbank High School, was called to speak. She is a homeowner and supports Measure I. She then read testimonials from former BHS alumni regarding the Business Academy. The community and students deserve a future that includes these programs.

Julie Knoop, Teacher, JBHS, was called to speak. She commented on the Engineering and Medical Academies at both high schools and noted that these were incredible programs and that funding should continue.

Burbank High School Academy Alumni: Teny Panosian, Nouneh Boodaghian, Linda Tam, Divya Chandrasekharyan, Jonathan Mercado, Brendon Martinez, Melanie Flores, Susanna Pagosian, and Arthur Kakuchian, spoke in support of the CTE program and Measure. They read testimonial letters from other alumni, shared their personal success in the program, noted that the academies were life changing, If Measure I does not pass success stories such as theirs will not repeat, and everyone asked that the program continued to be funded.

Ariana Kretz, JBHS Student and Mental Health Advisory Board Chair, was called to speak. She reported that these group includes students from both high schools and are working together to address mental health issues in the community. She noted that one of the issues in this District was the lack of communication between the Board and staff towards students. She then commented on a new Wellness Center attendance policy that notifies parents when students visit the Wellness Center, which is an oversight on how students are impacted. She disagreed with the new policy and said that it was unacceptable. She asked that the Board consider changing the policy to better the lives of students.

Alina Padilla, Student Mental Health Advisory Board, was called to speak. She also commented on the Wellness Center attendance policy and said that the current reporting code must be changed. She suggested that a specific code (K) should be used for teachers, administrators, and a separate code such as an O (Office) for parents to view and hoped that the codes can be changed as soon as possible.

Daria Clark, Student and Vice President, Mental Health Advisory Board, was called to speak. She commented of the positive impact of the Wellness Center and agreed that the new policy must be changed to accurately reflect the information that is provided to students..

Kelly Duenckel, Parent, and proud supporter of Measure I, was called to speak. She commented on a Special Education program called Community Based Instruction (CBI) offered at Burbank High School to allow special education students to go out to the community to develop vocational goals. Her son attended the class; however, the students did not get to go to the community during the fall semester, which was a compensatory services issue that needed to be addressed. The other issue was regarding a class titled Future Choices being offered at JBHS and not at BHS and asked that this class be offered at both high schools. She also suggested that a special education course listing be developed and available during meetings and in locations visited by students and parents.

Dana Ragle, parent, resident, former BTA Co-President, and proud teacher, was called to speak. She shared her personal family story and her support for Measure I because it will maintain the quality programs in Burbank and is an investment that will only cost approximately $14 per month. She clarified a few misconceptions regarding special education funding, State funding, mismanagement of funds, property values for citizens who do not have children in schools, and the senior citizens exemption and asked the citizens vote yes. Along with the negative attacks online, non-supporters are resorting to adding negative and incorrect information on private property, which was shameful. She asked that the desperate lies be ignored and to vote Yes on Measure I.

Carol Briggs, Burbank Council PTA, was called to speak. The Burbank Council PTA endorses Measure I and noted that we had eleven days to vote and asked the community to please vote.

Schlossman, resident, was called to speak. He commented on a lawsuit to the State by students regarding reading and noted that he has talked to Superintendent Hill about the lack of reading in the District. He attended the second Budget Meeting where the set-up of the meeting was changed to silence everyone by not allowing feedback; instead, working groups in separate tables were arranged and congratulated Superintendent Hill on the lack of transparency. He noted that the original 1997 Bond that voters approved for $112 million, are still being paid by the citizens and will not be paid until year 2028, and Measure S $110 million will not be paid until 2032. You are asking the voters for an additional $108 million that total more than $300 million, which will be paid by renters and senior citizens. He received a pamphlet regarding Measure I and wondered how much was contributed by Superintendent Hill and read and attempted to answer his own questions. He then commented on a comment made by previous speaker Genevieve Zabielski and noted that refinancing one's home was a wrong way of thinking and that he should not be a slave and servitude and that it is a wrong way of thinking.

Bridget Highfill, Teacher Disney Elementary School, was called to speak. She provided history of some of the programs and things that were not available when she was hired by the District, such as larger class sizes, not enough staff, and no music, PE or air conditioning. Then things started to change in the mid 90's. Now funding is not equitable in Burbank and we have less funding per pupil as compared to other districts. Over the years, new programs have been implemented, such as the CTE NAF academies and other specialized staff. If Measure I does not pass, the District will be back to the bare bones in education when she started 25 years ago. These programs are valuable to continue to provide great education and asked that the voters vote yes on Measure I.

Jerry Mullady, Teacher, JBHS, was called to speak. He reported on a new positive program at JBHS titled Academic Achievement, which allows students to make-up test with him or through a tutorial, which he has shared with other teachers. The success of the program cannot be measured yet but was hopeful for positive results in the future. He has been a union leader during the worst financial times and noted that funding is not available and that this is a serious financial time and noted that a lot of misinformed is presented it is simply not true. In addition, the printed pamphlet was not paid by BTA and noted that a well-founded education includes more than the core subjects to educate a well-rounded students.

Alexis Weiner, teacher and parent, JBHS, was called to speak. She moved to Burbank because she wanted to raise a family. She shared her personal story, and noted that the amazing things that are at-risk of losing were essential for all students including her own and encouraged the community to vote on March 3, 2020.

Liz Bax, Parent, was called to speak. She noted that Measure I was the heart of the City and that the time was now to show support. She then shared her personal and emotional story and noted that teachers are caring and amazing and that if the programs listed to be cut go away, her children's heats will be let down. She compared three boxes of Girl Scout cookies costing approximately $14 dollars, with is the same amount as the Parcel Tax fee and encourage community support for the children's future.
Diana Abasta, Teacher and BTA President, was called to speak. She was proud to live in a community that values education and who are willing to sacrifice for the students in Burbank. Lies as stated by Schlossman were destructive and not a model of the Burbank community. As many times as Schlossman has been invited to educate himself regarding the budget, he continues to address the Board and the community with inaccurate information. The pamphlet referenced by Schlossman was paid by the

Committee to Support the Quality Staff and School Measure 2020 and that his statement is an outright lie. We all know that he is voting no and he is welcome to state his opposition, however, we do not need to hear his inappropriate personal remarks directed to the Board and staff. She suggested that he reads the information and educate himself. She then thanked the community volunteers for supporting Measure I and said that lying was destructive. She then reported that she attended Luther's Interview Day event, which was a great experience for students and noted that programs such as this one are not free and that we need funding to continue to offer the same quality programs. In addition, the City does not give the District funds and each child's education must be funded by the District. She is aware that the majority of residents of the community she wants to live and support are voting yes for Measure I.

11.b Staff Responses

Superintendent Hill thanked all the speakers for sharing their personal and passionate comments and stories. He thanked Janet Diel for her continued support for District students and the community. To the students to spoke regarding mental health concerns he explained that there has not been a policy change. This year, it was decided that if students were missing school or class parents are receiving a voice mail message from him as a reminder to come to school. The truancy records were not being updated in a timely manner; therefore, truancy calls were being sent regarding the Wellness Center and it should not have happened, and noted that the issue has been adjusted. He heard their concerns and suggestions and he and staff will review the current Aeries codes and report to the Board at a later time. He said that it was powerful listening to students. He would also work with staff to address Kelly Duenckel's concerns. March 3 is the last day to vote and this vote will change this District and community. If you vote yes, taxes will go up and you will be investing in your community, if the vote is no, services will be cut, salaries will not be competitive and will not be able to expand on needed programs in the classroom. He agreed with Diana Abasta about education and having the fact to be able to vote. He felt that Mr. Schlossman's comments regarding slavery and servitude, especially during Black History Month, were inappropriate. He hoped that the community does not take the decision to vote lightly. He has read some of the media posts and noted this was not about individuals; the issue was about understanding the facts and the voter to vote on the facts.

11.c Board Members' Comments and Responses

Member Reynolds commented on her thirteen years serving on the Board and was emotional with the personal stories shared tonight. She thanked Janet Diel and noted that she will attend the upcoming Burbank Coordinating Council celebration. She then commented on the Student Board Members and principals remarks regarding the recent rivalry incident and thanked them for working together to find common resolutions. She then thanked Liz Bax for sharing her personal story and for talking about the heart of Burbank.

Member Ferguson thanked all the speakers and noted that the Board cannot take a position on Measure I and he understands that the community deserves to be informed to be able to make a decision. The consequences of their decision was real and encouraged everyone to vote. He felt that Liz Bax personal story was amazing and beautiful, which was one of many things that makes Burbank what it is. This community loves our schools, teachers, staff and the programs offered. To our principals and staff no matter what the outcome is amazing things continue to take place and every one was worth fighting for. He asked that one-person talk to three other people to continue to the conversation because our kids are worth fighting for. He reflected on the employee layoffs at the recent Board meeting and more on the way if Measure I does not pass. He asked again for participation and to vote for the kids.

Clerk Tabet thanked all the speakers for their comments. She reported on the recent Burbank Educational Foundation State of the Schools Breakfast fundraiser in an effort to support District programs. The roots of the community were highlighted, which was a testament of the Burbank community. She reminded the Student Board Members that their roots will always be in Burbank and it was good to work out their differences now. She agreed with Liz Bax's comments about the meaning of the Burbank community and thanked her for speaking from the heart. She thanked all the speakers who shared their emotional feelings with the Board and whatever happens the District will move forward and continue to stay strong. She asked that the community educate themselves by finding the facts and to vote.

Vice President Frintner also thanked all the speakers for sharing their emotional stories. He thanked and commended Student Board Members TerPetrossyan and Medina and principals Crowther and Madrigal for speaking. He was happy to hear that both ASB's and staff are working together to resolve the situation and to make it a learning experience. He congratulated Janet Diel and the Burbank Coordinating Council for the upcoming 87th Birthday Celebration. He also thanked the teachers for their passion and noted how important they were for our students. No matter the outcome of Measure I, the Board will continue to fight and deal with the situation.

President Aghakhanian asked that the audience look to their left and to their right to see the heart and unity of Burbank is about and no matter the outcome; this is what Burbank is about.

President Aghakhanian moved to items 12b.

12. REPORTS TO THE BOARD

12.a Superintendent's Comments

Superintendent Hill did not comment at this time.

12.b Report on Black History Month

John Paramo, Assistant Superintendent, Educational Services, reported on Black History Month, as presented.

Black History Month.pdf (OF 28,034)

John Paramo reported that in the month of February, the District has an opportunity to celebrate Black History Month to honor the contributions of African Americans and presented an educational short clip video describing the evolution of Black History Month. At the elementary level, students are enriched with books celebrating African Americans and the contributions made, including arts and music. At the middle school level, students learn about Martin Luther King Jr. and other leaders to compare and contrast. At the high school level, students participate and learn in cultural activities to emphasize the concept of equity, diversity and bias. At BHS a culture is created so that students feel safe and respected. He then introduced Burbank High School student Zack Brown, who reported on the Race Workshop. Zack thanked the Board, Superintendent Hill, and Dr. Crowther for the opportunity to speak. During the past three years, he has suffered discrimination including name-calling. He was surprised that teachers do not do enough to protect students of color. He felt that the recent workshop was the first step. He suggested that teachers are given training. Dr. Crowther provided training to teachers and since, he noticed a positive change and said that it needs to continue to send a message to students that this type of behavior is not acceptable. His bother attends Jefferson Elementary School and he is experiencing the same type of discrimination. He thanked Dr. Crowther for allowing him to speak; however, students must be educated, teachers must be empowered and eradicate the hate. John Burroughs High School Student and President of the Black Student Union Shaylin Becton shared her experiences working with the black student union. She has had a positive experience; however she often feels out of place because of the small African American population and she decided to open the club to all other races to learn about black culture. She noted that their culture has not been celebrated during her four years at JBHS and the she believes it should be highlighted. She commented on the recent Black History Month assembly and the positive comments received by both students and staff. A college fraternity event was offered to share with students what college and universities can offer. She thanked the Board, school staff, principal Madrigal, and advisor Eddy Takou for the support and for encourage support for black culture.

John Paramo thanked the amazing students for the comments and noted that the important work and conversations will continue with principals and District staff.

Member Ferguson thanked the students for their reports and for sharing their personal stories and noted that it was critical for the success moving forward.

Member Reynolds thanked the students and the principals for the work and noted that it needed to continue.

Clerk Tabet thanked the students. She was impressed and notes that it takes breviary to share their stories and to say that we have a problem that needs to be fixed. She also thanked Dr. Crowther for his leadership. It was important to share that certain behaviors and words are not acceptable and to move forward to continue to be a part of the community.

Vice President Frintner appreciated the student's report and personal stories. He felt that the Black Student Union was a positive development and he looked forward to the annual event. He was happy to hear that she tried to reach out to all students to be able to learn from one another. Their frank and honest comments was obvious that changes are needed. He then thanked Dr. Crowther for his leadership and he looked forward to seeing the change.

President Aghakhanian thanked the students for their reports and said that this type of behavior will not be tolerated and only through education, changes could be made.

President Aghakhanian declared a recess at 9:36 p.m. The meeting reconvened at 9:48 p.m.

He then moved to item 12a.

12.c Report on Special Education Pre-School Inclusion Model

Tamara Schiern, Director of Special Education, reported on the Special Education Pre-School Inclusion Model, to begin in the 2020-2021 school year, as presented.

SPED Pre-School Inclusion Model.pdf (OF 28,035)

Tami Schiern and Special Education Coordinator, Ingrid Jaimes used a PowerPoint to report on the SEED Pre-School Inclusion Model Proposal for 2020-2021. The State and Federal regulations require students in preschool with EIP's to have access to an environment with general education peers, as appropriate per their unique needs. In 2019-2020, there has been a substantial increase in pre-school parent's requests for mainstreaming opportunities. Committee members worked on Special Education Early Development (SEED) program redesign, visited model special education pre-school programs and reviewed best practices to gather tuition costs and attendance schedules, and worked on a cost analysis and competitive rates set for typical peers to attend SEED. She reviewed the composition of the new pre-school classrooms, the cost effectiveness, which include tuition paid by general education students, will cover the cost of one early childhood education teacher, two instructional assistants, per classroom, number of general education peers will vary, and tuition may also cover the cost of materials and supplies. The new pre-school program aligns with IDEIA and State regulations and it is less restrictive setting that better aligns with TK/K programs. OT and S/L services will continue, ongoing staff training, parents continuing at SEED will be provided information. Ingrid Jaimes then reported on the plan to promote the new SEED program, which included a new logo, creating a new flyer to distribute to families in the community, at elementary sites, as well as posting the information on the District's website.

Member Ferguson thanked staff for the work and he requested a report later to report on the success of the program and/or the challenges to be able to provide support.

Clerk Tabet asked about the implementation of the program and the location. The program will begin in 2020-2021 and it will be held at the Horace Mann Center campus.

Member Reynolds asked about space, The program would require one existing classroom.

13. NEW AND/OR UNFINISHED BUSINESS

13.a Adoption of Resolution 27 Proclaiming March 2, 2020 as Read Across America Day

That the Board of Education adopt Resolution 27 Proclaiming March 2, 2020, as Read Across America Day in the Burbank Unified School District, as presented.

Resolution 27 Read Across American 02202020.pdf (OF 28,036)

Dr. Knapik reported that Read Across America Day was one of the largest celebrations tied to Dr. Seuss's birthday. Motivating children to read is an important factor in student achievement and creating lifelong successful readers and he recommended that the Board adopt the annual resolution.

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, Ferguson, and Reynolds.

13.b Approval of Comprehensive School Safety Plans

That the Board of Education approve each school's 2020-2021 Comprehensive School Safety Plans, as presented. Note: Due to the size of each document, the Comprehensive School Safety plans will not be duplicated for distribution. However, copies of each school's Plan are available for review in the Educational Services Department, or by contacting John Paramo at (818) 729-4401.

Safety Plan Board Report 2020.pdf (OF 28,037)

Member Reynolds expressed her excitement with the progress made and thanked Coordinator Sally Chew for her work and support.

It was moved by Steve Ferguson, and seconded by Charlene Tabet, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, Ferguson, and Reynolds.

13.c Ratification of Agreement for Professional Services, Bell & Kelly, LLP

That the Board of Education ratify an agreement between Burbank Unified School District and Bell & Kelly, LLP to perform specific services, effective February 3, 2020 through July 1, 2020, not to exceed $20,000 (01.0- 00000.0-00000-5820-7401000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Bell Kelly LLP Board Report.pdf (OF 28,038)

Dr. Paramo reported that this firm provided legal services in regards to investigative services to comply with the Uniform Complaint Process.

It was moved by Steve Ferguson, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, Ferguson, and Reynolds.

13.d 2020 California School Boards Association (CSBA) Delegate Assembly Election - Subregion 23-A

That the Board of Education act to cast their vote to appoint up to two candidates to fill the two vacancies for the California School Boards Association (CSBA) Delegate Assembly Representative for Subregion 23-A. The two candidates running are Gregory Krikorian (Glendale USD) and Gary Thomas Scott (San Gabriel USD) and both are running as incumbents. As indicated, the Board may also choose to write in candidates on the attached ballot, as presented.

CSBA Delegate Assembly Election_022020.pdf (OF 28,039)

Superintendent Hill introduced Kimberley Clark to explain the voting process. With a show of hands, Gregory Krikorian received four votes. With a show of hands, Gary Thomas also received four votes to allow them to run as incumbents.

It was moved by Charlene Tabet, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried 4-0-1 with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, and Reynolds. NAYS – Ferguson.

13.e Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report_022020.pdf (OF 28,040)

It was moved by Steve Ferguson, and seconded by Roberta Reynolds, that the Board of Education approve the item as recommended. The motion carried unanimously with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, Ferguson, and Reynolds.

14. CONSENT AGENDA

14.a Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960010181, with no fiscal impact to the District (01.0-65000.0-50010-36000-5813-7440000), effective February 3, 2020 through June 30, 2020 school year, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960010181_Settlement Agreement.pdf CE (OF 28,033)

14.b Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960023540, with no fiscal impact to the District (01.0-65000.0-50010-36000-5813-7440000), effective February 6, 2020 through December 18, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960023540_Settlement Agreement.pdf CE (OF 28,033)

14.c Approval of Minutes

That the Board of Education approve the minutes of the Regular Meeting of February 6 , 2020, as presented.

Minutes.02.06.20.pdf (OF 28,041)

14.d 2019-2020 Purchase Order Report

That the Board of Education approve Purchase Orders for 2019-2020 as listed through January 17, 2020, as presented.

2019-2020 Purchase Order Report.pdf (OF 28,042)

14.e Approval of Personnel Report Number 19-20-13

That the Board of Education approve Personnel Report number 19-20-13, covering Certificated and Classified personnel, and consisting of Pages 1 to 16 inclusive, as presented

Personnel Report.pdf (OF 28,043)

14.f Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $1,140,120.79 commercial warrants in the total amount of $486,402.11, as presented.

Warrants.pdf (OF 28,044)

14.g Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Instructional Consultants_Redacted.pdf (OF 28,045)

14.h Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Susan Martin, to provide assessments, written reports and attend student IEP meetings, not to exceed $7,040, (01.0-65000.0-50010-36000-5813-7440000), effective February 18, 2020 through May 21, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Consultant Agreement_Susan Martin.pdf (OF 28,046)

14.i Ratification of Reimbursement for Parent Transportation (Special Education)

That the Board of Education ratify parent reimbursement for travel for Special Education Student 960011384, per IEP, not to exceed $3,200, effective February 1, 2020 through February 21, 2021, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960011384_Parent Reimbursement.pdf (OF 28,047)

14.j Approval of Agreement for Parent Reimbursement (Special Education)

That the Board of Education, approve parent reimbursement for travel for Special Education Student 160003888, per IEP, not to exceed $1,500, effective February 21, 2020 through July 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 160003888_Parent Reimbursement_Perkins School.pdf (OF 28,048)

14.k Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Mary Large, Ph.D., to provide an Independent Psychological-Educational Evaluation (IEE) and attend an IEP meeting for a private school student, not to exceed $5,500 (01.0-65000.0-57700-11900-5850-7440000), effective February 21, 2020 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Private School Student_Mary Large Ph.D..pdf (OF 28,049)

14.l Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Perkins School for the Blind, to provide a Vocation and Academic Independent Educational Evaluation (IEE), not to exceed $587 (01.0-65000.0-57700-11900-5850-7440000), effective February 21, 2020 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 160003888_Perkins School for the Blind.pdf (OF 28,050)

14.m Ratification of Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

That the Board of Education ratify the Master Contract for special education students, to be provided by Inclusive Education & Community Partnership, Nonpublic, Nonsectarian Agency, effective February 18, 2020 through June 30, 2020 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Agencies/Schools, effective July 1, 2019 through June 30, 2020, was approved by the Board of Education June 6, 2019.

Ratification of Amended Master Contract.pdf f (OF 28,051)

14.n Approval of Amended Master Contract for Nonpublic, Nonsectarian Agency with Triumph Academy / Triumph Youth Services

That the Board of Education amend the Master Contract for special education students, to be provided by Triumph Academy / Triumph Youth Services, Nonpublic, Nonsectarian School effective February 21, 2020 through June 30, 2020 (01.0-65000.057500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2019 through June 30, 2020, was approved by the Board of Education June 6, 2019.

Amended Master Contract - Triumph Academy.pdf f (OF 28,052)

14.o Approval of Amended Master Contract for Nonpublic, Nonsectarian Agency with Devereux Foundation Texas - League City Education

That the Board of Education amend the Master Contract for special education students, to be provided by Devereux Foundation Texas - League City Education, Nonpublic, Nonsectarian School effective February 21, 2020 through June 30, 2020 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000,01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2019 through June 30, 2020, was approved by the Board of Education June 6, 2019.

Amended Master Contract - Devereux Texas.pdf f (OF 28,053)

14.p Approval of Use of Facilities Agreement with the American Red Cross

That the Board of Education approve the Use of Facilities Agreement with the American Red Cross, as presented.

American Red Cross UOF Agreement.pdf f (OF 28,054)

14.q Approval of Agreement- Western New England University

That the Board of Education approve the Student Teaching Agreement between the Burbank Unified School District and Western New England University to provide educational field experience, effective February 21, 2020 and ongoing unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented.

Agreement-Western New England.pdf f (OF 28,055)

14.r Approval of Agreement- Loretto Heights School of Nursing

That the Board of Education approve the educational program agreement between the Burbank Unified School District and Loretto Heights School of Nursing to provide educational field experience, effective February 21, 2020 through February 21, 2023 unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD - AR 3314, as presented.

Agreement-Loretto Heights School of Nursing.pdf f (OF 28,056)

14.s Approval of Burbank High School Vocal Music Association (Overnight) Field Trip

That the Board of Education approve the Burbank High School Vocal Music Association (Overnight) Field Trip request to participate in the National Show Choir Competition and Educational Exchanges in Chicago, Illinois from Wednesday, March 11, 2020 to Monday, March 16, as presented.

2020 BHS VMA Extended Overnight Field Trip CHICAGO.pdf f (OF 28,057)

It was moved by Roberta Reynolds, and seconded by Steve Ferguson, that the Board of Education approve items 14a through 14s, as recommended. The motion carried unanimously with the following roll-call vote: AYES – Aghakhanian, Frintner, Tabet, Ferguson, and Reynolds.

15. REQUESTS TO ADDRESS THE BOARD

15.a Public Communications

Schlossman, resident, was called to speak. Superintendent Hill's comments were disgusting, inappropriate, and taken out of context. He commented about a previous speaker, who suggested that he refinance his home to pay for the District's needs. He talked about servitude to a lender to start over again for another 30 years. It was disturbing to him that Superintendent Hill was able to make the connection. Superintendent Hill knows where his heart is, as he designed a float that included diversity, inclusion, and learning. He noted that the same email was send to Member Ferguson. He found Superintendent Hill comments deeply offensive and noted that Jewish people were slaved and suggested that the Board and teacher Diana Abasta learn from these stories. He also suggested that they read books such as the Hare and the Tortoise, the Dog and his Reflection, and the Ant and the Grasshopper to avoid the predicament. He was voting no because it is the wrong way to go. He noted again that his remark was taken out of

context and said that it was a cheap shot. He has shared with Superintendent Hill and Assistant Superintendent Kukta that he is here to help.

Diana Abasta, Teacher and BTA President, was called to speak. She thanked the Board for allowing the students to report on Black History Month. She was hopeful that these historical stories become annual celebrations. She agreed that storyteller Aesop's morals teaches everyone life lessons. She then shared some of the Black History lessons currently taking place in her classroom. She thanked the Board for starting the conversation. She also thanked Peter Knapik for presenting the Read Across America Resolution. She then announced the upcoming Glendale BTA educational luncheon and invited the Board to attend. She felt that there are so many wonderful things currently taking place and she was excited to be moving toward this direction. She also noted the California Teachers Association offers many free resources.

15.b Staff Responses

Superintendent Hill thanked Mr. Schlossman and Ms. Abasta for their comments. He appreciated Mr. Schlossman's reading recommendations and he encouraged him to read the book titled White Fragility, which is a book that the Board and senior staff are currently reading that deals with the question why it's so hard for white people to talk about racism. A portion of the book he found enlighting was about intent not mattering, but how words are perceived and misunderstood. He had a different reaction to Mr. Schlossman's intent and thought that as an educator and leader of the District and seeing the audience's body language and his own reaction that he needed a brave space to talk about it. This dialogue is perfect and should be taking place by all adults. He heard Mr. Schlossman's intent and he interpreted a different way. Students reported earlier that their intent regarding the recent incident at a school game was interpreted differently and needed to be highlighted. He felt that the District and the community would grow if everyone were able to speak about this topic. He attempted to clarify his intent noting that it had nothing to do with Measure I. In addition, he has addressed Schlossman's questions regarding Measure I at previous meetings. He then thanked Diana Abasta for highlighting the upcoming teacher awards recognition by the Armenian National Committee and for talking about tolerance resources for educators.

15.c Board Members' Comments and Responses

The Board did not comment at this time.

16. ADJOURNMENT

The meeting adjourned at 10:21 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

3/5/2020
_____
DATE

_____
CHARLENE TABET, CLERK

TO: Board of Education / Superintendent

Consent 3/5/2020

SUBMITTED BY: Sarah Niemann, Assistant Superintendent, Human Resources Services

SUBJECT: Certificated Personnel - Report Number 19 - 20 - 13. It is recommended that the following appointments for Certificated Personnel be approved and/or ratified. All personnel will be properly elected in accordance with District policies and salary schedule.

RETIRING	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
REED, LETITIA Jefferson Elementary School	Curriculum Specialist - FTE:100%	01.0-01500.0-00000-21300-1910-7420000	100	RA:006 - ST:24	Began Service 09/01/1996	5/23/2020
COLLIER, DONNA John Muir Middle School	Teacher - FTE:100%	01.0-00000.0-38000-10000-1110-3220000	100	RA:006 - ST:24	Began Service 01/30/1981	5/23/2020
SARNA, BARRY John Muir Middle School	Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-3220000	100	RA:006 - ST:24 STP: $1345	Began Service 09/22/1993	5/22/2020

RESIGNATION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
ISSAGHOLIAN, GRACE Childrens Center	Cc Teacher: School Age - FTE:100%	12.0-90602.0-11100-10000-1110-2050000	100		Began Service 10/03/2015	2/7/2020
ALEJO, RUTH Emerson Elementary School	Elementary Spec Ed Teacher	01.0-65000.0-57700-11100-1110-2030000	100	STP: $2688.62	Began Service 8-5-2019	5/22/2020
ARCE, ALEJANDRA Mc Kinley Elementary School	Elementary Teacher Teacher Dual Immersion 5th gr. -	01.0-00000.0-47601-10000-1110-2090000 01.0-01500.0-47601-10000-1110-2090000	61 39	STP: $2688	Began Service 7/1/2019	5/22/2020
MIRZAYAN, TALYNN John Muir Middle School	High School Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-3220000	100		Began Service 12/7/1999	5/22/2020
CARD, DAVID Burbank High School	Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	STP: $1345	Began Service 10/01/2008	5/22/2020

RESIGNATION/POSITION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
WEISS, JOSHUA Mc Kinley Elementary School	Elementary Teacher Teacher Dual Immersion 4th gr. -	01.0-00000.0-47601-10000-1110-2090000 01.0-01500.0-47601-10000-1110-2090000	61 39	STP: $1345	Began Service 8/5/2019	5/22/2020
TATE, DERWIN Burbank High School	Teacher - FTE:100%	01.0-65000.0-57700-11200-1110-4310000	100	STP: $2689	Began Service 8/6/2018	5/22/2020

NON RE-ELECT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CT-0093019, Human Resources	Cc Teacher: School Age CC Teacher-9.5 months - FTE:50%	12.0-90602.0-11100-10000-1110-2160000	100		Began service 8/27/2018	5/22/2020
CT-0090-19, Human Resources	Elementary Pe Teacher Elementary PE Tchr - FTE:100%	01.0-00000.0-11100-10000-1110-7422000	100	STP: $1345	Began Service 8/26/2019	5/22/2020
CT-0099-19, Human Resources	Program Specialist I Program Specialist I - FTE:100%	01.0-65000.0-50010-21000-1914-7440000	100	STP: $1345	Began Service 10/1/2018.	5/22/2020
CT-0094-19, Human Resources	Special Ed Teacher RSP - Multiple Subject - FTE:100%	01.0-65000.0-57700-11200-1110-7440000	100	STP: $1345	Began Service 12/12/2016	5/22/2020
CT-0095-19, Human Resources	Teacher - FTE:100%	01.0-01500.0-11100-10012-1110-4312000 01.0-00000.0-11100-10000-1110-4310000	20 80	STP: $1345	Began Service 08/18/2014	5/22/2020
CT-0097-19, Human Resources	Teacher - FTE:100%	01.0-65000.0-57700-11100-1110-3220000	100	STP: $1345	Began Service 10/09/2019	5/22/2020
CT-0098-19, Human Resources	Teacher - FTE:100%	01.0-65000.0-57700-11200-1110-4320000	100	STP: $4034	Began Service 1/22/2019	5/22/2020

CHANGE OF SALARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ALEXANDER, HENRY Burroughs High School	Teacher	01.0-06350.0-38000-10000-1110-7910000 01.0-00000.0-38000-10000-1110-4320000	20 80	Salary Rate: $7410.18	Should have been on Chg of Class for January	1/6/2020
FRIEND, TIFFANY Emerson Elementary School	Teacher SDC - Elementary - FTE:100%	01.0-65000.0-57700-11100-1110-2030000	100	Salary Rate: $5,055.27 STP: $2662	Should have rolled to mid-year in January.	1/1/2020

LEAVE OF ABSENCE (PAID)	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SHIM, JULIE J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:004 - ST:04	Parental Bonding Leave of Absence	2/18/2020 3/20/2020

LEAVE OF ABSENCE (UNPAID)	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
BROWN, JENNIFER Harte Elementary School	Elementary Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-2050000	100	RA:003 - ST:04	Child Care LOA 2020 -2021	8/10/2020 5/28/2021
HOOG, MICHELE Thomas Edison Elementary School	Elementary Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:004 - ST:12	General Purpose LOA 2020-2021	8/10/2020 5/28/2021
RIVERS, TOLUCA Thomas Edison Elementary School	Elementary Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:006 - ST:06	Child Care LOA 2020 -2021	8/10/2020 5/28/2021
TIPTON, REBECCA Thomas Edison Elementary School	Elementary Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:006 - ST:13 STP: $1345	General Purpose LOA 2020-2021	8/10/2020 5/28/2021
WICKHEM, LAUREN Thomas Edison Elementary School	Elementary Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:004 - ST:14	General Purpose LOA 2020-2021	8/10/2020 5/28/2021

WHITENER, JOHN Jordan Middle School	Middle School Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:VI - ST:22 STP: $2689	Teaching in a Foreign Country	8/10/2020 5/28/2021
HALL, JAMIE Burroughs High School	Teacher Leave of Absence - FTE:80%	01.0-00000.0-11100-10000-1110-4320000 01.0-01500.0-11100-10012-1110-4322000	50 50	RA:006 - ST:14 STP: $1076	General Purpose 20%	8/10/2020 5/28/2021

JOB SHARE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ALDOYAN, GINA Stevenson Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	STP: $672.5	50% Job Share with G. Loewith	8/10/2020 5/28/2021
JALIAN, YVETTE Stevenson Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-01500.0-00000-21300-1910-7420000	100	STP: $672.5	50% Job Share with D. Kovner	8/10/2020 5/28/2021
KOVNER, DANIELLE Stevenson Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-01500.0-00000-21300-1910-7420000	100	STP: $672.5	50% Job Share with Y. Jalian	8/10/2020 5/28/2021
LOEWITH, GINA Stevenson Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100		50% Job Share with G. Aldoyan	8/10/2020 5/28/2021
FUNSTON, MICHELLE Thomas Edison Elementary School	Elementary Teacher Elementary Job Share - FTE:50%	01.0-00000.0-11100-10000-1110-2020000	100		50% Job Share with S. Sorowice	8/10/2020 5/28/2021
SOROWICE, SARAH Thomas Edison Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100		50% Job Share with M. Funston	8/10/2020 5/28/2021
THOMAS, JENNIFER Thomas Edison Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	STP: $1345	50% Job Share with M. Zepeda	8/10/2020 5/28/2021
ZEPEDA, MICHELE Thomas Edison Elementary School	Elementary Teacher Elementary Job Share - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100		50% Job Share with J. Thomas	8/10/2020 5/28/2021

ELECTION: SUBSTITUTE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CAMPBELL, ALLISON Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7552000	100	Salary Rate: $135/140		2/12/2020
JAMES, JUSTIN Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7552000	100	Salary Rate: $135/140		02/18/2020
MARCUS, REBECCA Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7552000	100	Salary Rate: $135/140		02/18/2020

CHANGE OF END DATE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
LEWIS, LAQUANNIA Human Resources	Substitute Teacher Dance Teacher	01.0-00000.0-11100-10000-1160-4320000	100			09/03/2019 2/14/2020

ELECTION: LONG TERM SUBS	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
RADER, DIONNE Human Resources	Long Term Sub Counselor LT-Substitute Counselor	01.0-01500.0-00000-31100-1260-4320000	100	Salary Rate: $279.02		02/18/2020 5/22/2020
STOFFERS, MARTHA Human Resources	Long Term Sub Teacher 3rd Grade	01.0-00000.0-11100-10000-1160-2100000	100	Salary Rate: $279.02		2/18/2020 3/20/2020

STIPEND: BILINGUAL	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
LABRADA, ROBERTO Jordan Middle School	Teacher Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	STP: $1345	To Retro to 8/5/2019	8/5/2019

BURBANK UNIFIED SCHOOL DISTRICT
Personnel Report No. 19-20-14

March 5, 2020
Certificated - Hourly

Name	Program/Site	Task/Project	Type	Rate	Hour Cap	Applicable Payrolls
Almanzar-Leal, Carolina	JBHS	Saturday School	Daily	$144.66	1	February
Armes, Deborah	Providencia	Intervention Planning	Hourly	$33.77	5	February
Assali, Hayat	Adult School	Weekly Assignment-Spring	Hourly	$38.20	18	February – May
Assali, Hayat	Adult School	Weekly Assignment-Spring	Hourly	$38.20	36	February - May
Bethel, Lisa	Edison	Intervention Planning	Hourly	$33.77	4.5	February
Bethel, Lisa	Edison	Intervention Teaching	Hourly	$44.52	23	February
Binda, Lucien	JBHS	Coaching	Stipend	$2033.00	1	February- May
Boyle, Kathryn	Luther	Intervention	Hourly	$45.52	1	February
Bravo, Michael	Emerson	Intervention	Hourly	$45.52	18	February - April
Brinton, Cristy	Luther	Intervention	Hourly	$45.52	4	February
Cablao, Stellamaris	Mann Spec Ed	Class Coverage	Hourly	$46.59	1.25	February
Carlson, Sandra	Adult School	Weekly Assignment-Spring	Hourly	$39.73	160	February – May
Carlson, Sandra	Adult School	Weekly Assignment-Spring	Hourly	$39.73	512	February - May
Colman, Nancy	Luther	Intervention	Hourly	$45.52	4	February
Cook, Jacob	JBHS	CIF Playoffs	Stipend	$191	3	February
Cook, Jacob	JBHS	Coaching	Stipend	$4608.00	1	February- May
Crain, Darlene	Harte	Intervention Planning	Hourly	$33.77	1.5	February
Diaz, Cynthia	JBHS	Other Hourly Coaching	Hourly	$33.77	4.77	February
Eidem, Jennifer	Providencia	Intervention Planning	Hourly	$33.77	6	February
Everhart, Gregory	JBHS	Coaching	Stipend	$4943.00	1	February- May
Fallahi, Edwin	Adult School	Weekly Assignment-Spring	Hourly	$46.56	36	February - May
Fernando, Gajan	JBHS	Coaching	Stipend	$4066.00	1	February- May
Fitzgerald, Kyle	JBHS	Coaching	Stipend	$4570.00	1	February- May
Fong, Roberta	Luther	Intervention	Hourly	$45.52	4	February
Gmbikian, Grigor	Bret Harte ATB	Add'l Hours as Sub	Hourly	$16.76	5	December
Gutierrez-Zavalza, F	Luther	Career day	Daily	$135.00	1	February
Hacking, Michelle	Luther	Intervention	Hourly	$45.52	4	February
Hakopyan, Olga	Adult School	Weekly Assignment-Spring	Hourly	$48.45	36	February - May
Harmon, Laurie	Luther	Intervention	Hourly	$45.52	4	February
Henry, Tracy	BHS	Other Hourly Coaching	Hourly	$33.77	3.12	February
House, Dorothy	Adult School	Weekly Assignment-Spring	Hourly	$46.56	36	February - May
Jamison, Mozhdeh	Luther	Intervention	Hourly	$45.52	4	February

Jamison, Mozhdeh	Luther	Intervention	Hourly	$45.52	4	February
Johnson, Sandra	Edison	Intervention Planning	Hourly	$33.77	4	February
Johnson, Sandra	Edison	Intervention Teaching	Hourly	$44.52	21.5	February
Kelly, Laury	Miller	Intervention Teaching	Hourly	$44.52	8	February - May
Khachikyan, Lilit	Miller	Intervention	Hourly	$45.52	8	February
Kimmel, Michael	Adult School	Weekly Assignment-Spring	Hourly	$44.79	36	February – May
King, Denise	Providencia	Intervention Planning	Hourly	$33.77	5	February
Kling, Sarah	Edison	Intervention Planning	Hourly	$33.77	5.5	February
Kling, Sarah	Edison	Intervention Teaching	Hourly	$44.52	25.5	February
Levein, Karen	Adult School	Weekly Assignment-Spring	Hourly	$44.72	168	February – May
Levein, Karen	Adult School	Weekly Assignment-Spring	Hourly	$44.72	168	February - May
Ludwick, Brian	Luther	Intervention	Hourly	$45.52	20	February- May
Maddern, Geralyn	Harte	Intervention Planning	Hourly	$33.77	3	February
Maddern, Geralyn	Harte	Intervention Teaching	Hourly	$44.52	60	February - May
Marinelli, Jean	Washington	Intervention Planning	Hourly	$33.77	10	February - April
Meza, Manuela	Adult School	Weekly Assignment-Spring	Hourly	$44.72	36	February - May
Moran dos Santos, Elaine	Miller	Intervention Teaching	Hourly	$44.52	2	February
Moran dos Santos, Elaine	Miller	Intervention Teaching	Hourly	$44.52	1	February
Mullady, Jerome	JBHS	Saturday School	Daily	$144.66	1	February
Okenka, John	Luther	Intervention	Hourly	$45.52	8	February
Peebles, John	JBHS	Coaching	Stipend	$5617.00	1	February- May
Pumilia, Amanda	Disney	Intervention Teaching	Hourly	$44.52	2	February
Rapp, Trevor	CDS	Intervention	Hourly	$45.52	15	February- May
Rivas, Fredi	Adult School	Weekly Assignment-Spring	Hourly	$44.72	36	February - May
Rivera, Stephen	Providencia	Intervention Planning	Hourly	$33.77	5	February
Roberts, Robyn	Washington	Intervention Planning	Hourly	$33.77	10	February - April
Sawyer, Rayell	Edison	Intervention Planning	Hourly	$33.77	5.5	February
Sawyer, Rayell	Edison	Intervention Teaching	Hourly	$44.52	29.5	February
Schackne, Jessica	Luther	Intervention	Hourly	$45.52	4	February
Shah, Tracy	Harte	Intervention Planning	Hourly	$33.77	1.5	February
Sheetz, Carol	Adult School	Weekly Assignment-Spring	Hourly	$44.72	36	February - May
Silvers, Shirley	Adult School	Add'l Hours as Sub	Hourly	$16.76	2.5	January
Starleaf, Derek	Muir	ELAC Presentation	Hourly	$33.77	1.5	February
Steinberg, Steven	Adult School	Weekly Assignment-Spring	Hourly	$42.88	36	February - May
Thalheimer, Vicki	Muir	Intervention Teaching	Hourly	$45.52	3	February
Topalian, Talar	Providencia	Intervention Planning	Hourly	$33.77	3	February
Topalian, Talar	Providencia	Intervention Planning	Hourly	$33.77	2	February
Udall, Kristin	Miller	Intervention Teaching	Hourly	$44.52	13	February - May
Vankooten, Heidi	Luther	Intervention	Hourly	$45.52	8	February
Vasquez, Jose	Inst Services	Add's Hours as Sub	Hourly	$43.02	2.5	February

Viallet, Marianne	Spec Ed	Intervention Planning	Hourly	$33.77	11	February - April
Viallet, Marianne	Spec Ed	Intervention Teaching	Hourly	$45.52	22	February - April
Wahe, Debra	Luther	Intervention	Hourly	$45.52	4	February
Wenzel, Anne	JBHS	Saturday School	Daily	$144.66	1	February
Winstein, Deborah	Miller	Intervention	Hourly	$45.52	.75	February
Zsupnik, Cathleen	Mann Spec Ed	Class Coverage	Hourly	$46.59	1.25	February

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Retirement								
FUNG, Susan	Accounting Clerk IV	01.0-00000.0-00000-72000-2410-7470000	1.0	44-VI	A	03-26-20		Fiscal Services
MULLIN, Winona	Registrar	01.0-00000.0-00000-27000-2410-4320000	1.0	40-VI	A	03-29-20		Burroughs High School Date Change
PRADO, Mara	Counseling Assistant	01.0-00000.0-00000-31100-2210-4310000	1.0	35-VI	B	01-21-20		Burbank High School
Resignation								
HOANG, Phi	Technology Support Specialist I	01.0-00000.0-00000-77000-2410-7730000	1.0	49-VI	A	02-19-20		Burbank High School
VENEGAS, Adriana	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2110-7440000	.8125	40-IV	D	01-01-20		Special Education
Additional Compensation for Longevity								
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2210-2130000	1.00	36-VI	A	02-01-20		Providencia Elementary 10 yrs., $115/mo.
BARRAGAN, Erika	Attendance Clerk	01.0-00000.0-00000-27000-2410-4320000	1.00	33-VI	C	02-01-20		Burroughs High School 20 yrs., $197/mo.
CORNEJO, Yolanda	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.4688	32-VI	A	02-01-20		Horace Mann Children's Center 20 yrs., $197/mo.
ERICKSON, Amy	Library Coordinator-Elementary	01.0-01500.0-00000-24200-2210-2160000 01.0-30100.0-00000-24200-2210-2169000	.6416 .1088	36-VI	D	02-01-20		Washington Elementary 15 yrs., $148/mo.
GREAVES, Margaret	Budget/Accounting Technician	01.0-00000.0-00000-72000-2410-7470000 01.0-30100.0-00000-21000-2410-7429000	.750 .250	48-VI	A	02-01-20		Fiscal Services 10 yrs., $115/mo.
GUEFFROY, Katherine	Educational Interpreter III	01.0-33100.0-57700-11104-2110-4310000	.8125	54-VI	D	02-01-20		Burbank High School 20 yrs., $197/mo.
NAVARRO, Silvia	Food Service Assistant	13.0-53100.0-00000-37000-2210-3220000 13.0-53100.0-00000-37000-2210-3220000	.1875 .250	27-VI	D	02-01-20		Muir Middle School 15 yrs., $64.75/mo.
ROBINSON, Jennifer	Instructional Assistant-At Risk Youth	01.0-01500.0-35500-10000-2110-5260000	1.00	36-VI	D	02-01-20		Community Day School 20 yrs., $197/mo.
TANNER, Gloria	Office Assistant-Elementary	01.0-00000.0-00000-27000-2410-2100000	1.00	34-VI	D	02-01-20		Miller Elementary 25 yrs., $238/mo.

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Additional Compensation for Longevity (Continued)								
VARDANIAN, Gohar	Attendance Clerk	01.0-00000.0-00000-27000-2410-4310000	.500	33-VI	C	02-01-20		Burbank High School 20 yrs., $98.50/mo.
WASSEM, Maryanne	Instructional Assistant-Special Education	01.0-33100.0-57700-11100-2110-2130000	.750	32-VI	D	02-01-20		Providencia Elementary 15 yrs., $148/mo.
Change of Assignment – Classification/Location/FTE								
PORTILLO, Carlos	Custodian	01.0-00100.0-00000-82100-2210-7520000	1.0	35-VI	A	02-24-20		Facilities Services
Election – Monthly								
BENO, Dawn	Campus Supervision Assistant	01.0-00000.0-00000-83000-2210-3210000 01.0-00000.0-00000-83000-2210-3211000	.375	35-I	D	02-03-20		Jordan Middle School
MONACO, Cathy	Instructional Assistant-Special Education	01.0-65000.0-57700-11100-2110-2090000	.750	32-I	D	02-11-20		McKinley Elementary
OTTERS, Michele	Purchasing Technician	01.0-00000.0-00000-72000-2410-7530000	1.0	43-I	A	02-20-20		Fiscal Services
ZARGARIAN, Siuneh	Elementary School Aide	01.0-00000.0-11100-10009-2910-2092000	.3025	27-I	D	02-11-20		McKinley Elementary
ZEPEDA SALAZAR, Susan	Elementary School Aide	01.0-00000.0-11100-10009-2910-2162000 01.0-00000.0-11100-10009-2910-2161000	.0425 .20375	27-I	D	02-18-20		Washington Elementary
Election – Hourly								
AGUILAR, Patricia	Custodian	01.0-90711.0-81000-50002-2240-4328000		35-VI	A	01-26-20	01-26-20	Facilities Services
ALEGRIA, Hector	Safety/Utility Custodian	01.0-90711.0-81000-50002-2240-4328000		35-III	A	01-24-20	01-24-20	Facilities Services
ALVAREZ BENJUMEA, Carlos	Custodian	01.0-90711.0-81000-50002-2240-4328000		35-VI	A	01-26-20	01-31-20	Facilities Services
ARTERO, Sonia	Custodian	01.0-90711.0-81000-50002-2240-4328000		35-VI	A	01-24-20	01-30-20	Facilities Services
BABAIAN, Agatia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2150000		32-IV	A	01-31-20	01-31-20	Stevenson Around the Bell
BARILLAS, Otto	Lead Custodian Secondary	01.0-90711.0-081000-50002-2240-4328000		40-VI	A	01-27-20	01-31-20	Facilities Services
BEAUREGARD, Stephanie	Payroll Technician	01.0-00000.0-00000-72000-2440-7471000		43-VI	A	02-01-20	02-28-20	Fiscal Services

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
BREWINGTON, Rosalinda	Adult English Language Development Office Specialist I	11.0-00639.0-41100-27000-2430-5330000 11.0-63910.0-41100-27000-2430-5330044 11.0-63910.0-41101-27000-2430-5330000 11.0-63910.0-41102-27000-2430-5330000 11.0-63910.0-41104-27000-2430-5330000 11.0-63910.0-41106-27000-2430-5330000	.05 .10 .10 .30 .15 .30	35-IV	E	01-06-20	05-31-20	Burbank Adult School
BULONE, Kevin	Instructional Assistant Special Education	01.0-30100.0-11100-10012-2130-3229000		32-IV	D	01-06-20	05-21-20	Muir Middle School
CALVO, Karlos	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-III	A	01-17-20	01-18-20	Technology Services
CHAVEZ, Yanira	Adult English Language Development Office Specialist III	11.0-00639.0-41100-27000-2440-5330000 11.0-63910.0-41100-27000-2440-5330044 11.0-63910.0-41101-27000-2440-5330000 11.0-63910.0-41102-27000-2440-5330000 11.0-63910.0-41104-27000-2440-5330000 11.0-63910.0-41106-27000-2440-5330000	.05 .10 .10 .30 .15 .30	39-VI	A	01-06-20	04-30-20	Burbank Adult School
DIAZ, Cindy	Instructional Assistant-Severely Impaired	01.0-00000.0-11100-10009-2960-7552000		35-I	G	02-14-20		Special Education
	Instructional Assistant-Special Education	01.0-00000.0-11100-10009-2960-7552000		32-I	G	02-14-20		Special Education
DINAPOLI, Kathy	ROP Technician	01.0-35500.0-38000-21000-2440-7429000		36-VI	C	01-01-20	02-29-20	Instructional Services
DUARTE, Ignacio	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-III	A	01-16-20	01-24-20	Technology Services
DUENAS, Christina	Middle School Aide	01.0-00000.0-11100-10009-2930-3201000		34-IV	D	01-14-20	01-15-20	Luther Middle School
EIHOLZER, Erin	English Language Development Specialist I	01.0-00014.0-47600-10000-2130-7421000		35-II	D	01-09-20	01-09-20	Instructional Services
FARAZDAGHI, Sara	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000		40-I	D	01-16-20	01-16-20	Special Education
	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2150000		32-I	G	01-07-20	01-07-20	Special Education
FUNK, Jagene Simmons	Senior Attendance Clerk	01.0-90904.0-00000-27000-2460-4328100		39-I	G	04-06-20	05-29-20	Burroughs High School
GALSTYAN, Paystar	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000		32-I	A	02-01-20	02-28-20	Horace Mann Children's Center

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
GIBSON, Cindy	Discrete Trial Facilitator	01.0-00000.0-11100-10009-2960-7552000		40-I	G	01-29-20	01-29-20	Special Education
GILCHRIST, Emmanuel	Senior Custodian	01.0-90902.0-81000-50002-2240-7528000		36-VI	A	01-01-20	02-29-20	Burbank Adult School
GONZALEZ, Valdez	Custodian	01.0-90902.0-81000-50002-2240-7528000		35-VI	A	01-01-20	01-31-20	McKinley Elementary
HERNANDEZ, Maria	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-I	A	01-25-20	01-25-20	Facilities Services
JIMENEZ, Juan P	Grounds Technician	01.0-00100.0-00000-83000-2240-7521000		40-VI	A	01-01-20	02-29-29	Facilities Services
KUROWSKI, Joshua	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-V	A	01-17-20	01-18-20	Technology Services
LEDEZMA, Reina	Lead Custodian Secondary	01.0-81500.0-00000-82100-2240-7523300		40-VI	A	01-18-20	01-25-20	Luther Middle School
LESLIE LEWIS, Glendy	Instructional Assistant English Language Development	01.0-42030.0-47600-10012-2130-7429000		32-V	D	12-01-19	01-31-20	Luther Middle School
LING, Andrew	Technology Support Specialist II	01.0-00000.0-00000-77000-2440-7730077		57-VI	A	01-23-20	01-23-20	Technology Services
LUNDBERG, Nuria	Bilingual Translator	01.0-01500.0-00000-27000-2950-7422000		16.24	F	01-01-20	05-31-20	Instructional Services
MAI, Emily	Instructional Assistant-Children's Center	12.0-61050.1-00010-10000-2130-5300000		32-I	D	01-27-20	06-30-20	Monterey Children's Center
MACHON, Nelly	Elementary School Aide	01.0-01500.0-00000-24950-2930-7422000		27-IV	D	02-19-20	02-19-20	Instructional Services
MACLAREN, M'Lisa	Food Service Operation Technician	13.0-53100.0-00000-37001-2440-7490000		44-VI	A	01-01-20	01-15-20	Food Services
MCMURDO, Patricia	Educational Interpreter IV	01.0-65000.0-57700-11104-2140-7440000		61-VI	D	01-01-20	06-30-20	Special Education
MIRZAKHANIAN, Alice	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000		32-VI	C	02-01-20	02-28-20	Horace Mann Children's Center
MIRZAKHANIAN, Georg	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-III	A	01-25-20	01-25-20	Burbank High School
MIRZAKHANIAN, Tina	Discrete Trial Facilitator	12.0-90601.0-00010-10000-2130-5080000		40-III	D	01-03-20	01-31-20	Horace Mann Children's Center
MORALES, Christian	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000		40-VI	D	01-14-20	01-17-20	Special Education

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
NIKOGHOSYAN, Gohar	Instructional Assistant English Language Development	01.0-00014.0-47600-10000-2130-7421000		32-III	D	01-09-20	01-09-20	Instructional Services
PATEL, Bhavana	Discrete Trial Facilitator	01.0-00000.0-11100-10009-2960-7552000		40-I	G	01-17-20	01-17-20	Special Education
PORTILLO, Carlos	Custodian	01.0-81500.0-00000-82100-2240-7523300		35-VI	A	01-12-20	01-12-20	Muir Middle School
REYHANIAN, Preni	Typist Clerk III	01.0-00014.0-47600-10000-2130-7421000		35-VI	D	01-09-20	01-09-20	Instructional Services
SANCHEZ, Bonnie	Instructional Assistant-Severely Impaired	12.0-90601.0-00010-10000-2130-5080000		35-VI	D	02-01-20	02-28-20	Horace Mann Children's Center
SANDOVAL, Efren	Lead Custodian Secondary	01.0-81500.0-00000-82100-2240-7523300		40-VI	A	01-18-20	01-25-20	Jordan Middle School
SARGSYAN, Irina	Instructional Assistant-Children's Center II	01.0-00000.0-11100-10009-2960-7552000		34-I	G	01-01-20	01-31-20	Special Education
	Instructional Assistant-Children's Center	12.0-90602.0-11100—10000-130-2150000		32-I	G	01-07-20	01-07-20	Special Education
SARKISSIAN, Vanoohi	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000		32-VI	A	02-01-20	02-28-20	Horace Mann Children's Center
SERMENO, Estela	Community Resource Assistant	01.0-01500.0-00000-27000-2950-7422000		31-VI	D	01-14-20	01-14-20	Miller Elementary School
SHADKAM, Araz	Middle School Aide	01.0-00000.0-11100-10009-2960-3222000		34-IV	D	12-13-19	12-13-19	Muir Middle School
SILVA, Maritza	Instructional Assistant English Language Development	01.0-42030.0-47600-10012-2130-7429000		32-VI	D	01-01-20	05-21-20	Jordan Middle School
SULIKHANYAN, Manya	Typist Clerk III	01.0-00000.0-11100-10009-2960-7552000		35-I	G	02-05-20		Human Resources
	School Office Manager	01.0-00000.0-11100-10009-2960-7552000		43-I	G	02-05-20		Human Resources
SULTZE, Janaya	Typist Clerk III	01.0-00000.0-11100-10009-2960-7552000		35-I	G	02-13-20		Human Resources
	School Office Manager	01.0-00000.0-11100-10009-2960-7552000		43-I	G	02-13-20		Human Resources
SYMONS, Fern Harlene	Instructional Assistant-Children's Center	01.0-00000.0-11100-10009-2960-7552000		32-I	G	01-01-20	06-30-20	Special Education
	Instructional Assistant-Children's Center	12.0-61050.0-00010-10000-2130-2160000		32-I	G	01-01-20	02-31-20	Special Education
TORRES, Consuelo	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	01-25-20	01-25-20	Burbank High School

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Election – Hourly (Continued)								
TORRES, Jorge	Custodian	01.0-81500.0-00000-82100-2240-7523300		35-VI	A	01-19-20	01-19-20	Muir Middle School
VAZQUEZ, Isidoro	Custodian	01.0-90902.0-81000-50002-2240-7528000		35-VI	A	01-01-20	02-29-20	Miller Elementary
VAZQUEZ, Rita	Instructional Assistant-Severely Impaired	12.0-90601.0-00010-10000-2130-5080000		35-VI	D	02-01-20	02-28-20	Horace Mann Children's Center
WRIGHT, Leticia	Instructional Assistant English Language Development	01.0-00014.0-47600-10000-2130-7421000		32-IV	D	01-09-20	01-09-20	Instructional Services
ZELAYA, Raul	Lead Custodian Secondary	01.0-90902.0-81000-50002-2240-7528000 01.0-90708.0-81000-50002-2240-7528000 01.0-90711.0-81000-50002-2240-3228000		40-VI	A	01-01-20 01-24-20 01-24-20	01-31-20 01-24-20 01-24-20	Muir Middle School Facilities Services
Election – Student Helpers								
BOLIN, Dillon	YETP Student Worker	01.0-65200.0-57700-11100-2933-7440000 01.0-58100.0-57700-11100-2933-7440000		13.00 13.00	F F	01-01-20 01-01-20	06-30-20 06-30-20	Special Education
CABRERA, Devan	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
CHICHIL-VELASQUEZ, Juliana	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
DOWERS, Elijah	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000 01.0-65200.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
FISHMAN, Kaitlyn	YETP Student Worker	01.0-65200.0-57700-11100-2933-7440000 01.0-58100.0-57700-11100-2933-7440000		13.00 13.00	F F	01-01-20 01-27-20	06-30-20 06-30-20	Special Education
KALOUSTIAN, Malena	YETP Student Worker	01.0-65200.0-57700-11100-2933-7440000 01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
LOPEZ, Katelyn	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
LOPEZ, Victoria	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
LOPEZ-KHAN, Shehla	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
MENDEZ, Luis	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
PEREZ, Christian	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
ROCHA, Luis	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education

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Election – Student Helpers (Continued)								
SANTARRIAGA, Jasmin	YETP Student Worker	01.0-65200.0-57700.11100-2933-7440000 01.0-58100.0-57700-11100-2933-7440000		13.00 13.00	F F	12-01-19 01-01-20	06-30-20 06-30-20	Special Education Special Education
SEKUIFIN, Yuliana	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000 01.0-65200.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
TEJADA, Angel	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
TOSUN, Sibel	Student Worker	13-0-53100-0-00000-37000-2933-4320000		13.00	F	11-01-19	05-30-20	Special Education
VEGA, Joseph	YETP Student Worker	01.0-58100.0-57700-11100-2933-7440000		13.00	F	01-01-20	06-30-20	Special Education
Election – Walk on Coach								
ARROYO, Serena	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
AYALA, Leonel	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
CHAROUHAS, Natalie	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
COHEN, Marissa	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
FARMER, Austin	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
ORBISON-GUTIERREZ, Andrew	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
ORBISON-GUTIERREZ, Marie	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School
SOSA, Sidney	Short Term Performing Arts	01.0-90904.0-17007-41001-2171-3208100		13.09	F	02-01-20	05-31-20	Luther Middle School

Signature

Title: Assistant Superintendent, Human Resources Services

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BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 01/21/2020 & 02/03/2020

PO Number	Vendor	Description	Site	Fund	Total Amount
20000184	AVIS RENT-A-CAR	C/O 1: INCREASE BY $840.72; 2019-20 BLANKET ORDER; ATHLETIC TRANSPORTATION	BURBANK HIGH SCHOOL	010	$4,426.89
20000247	DURHAM SCHOOL SERVICES	C/O 5: REDUCE BY $2,179.47; 2019-20 BLANKET ORDER; STUDENT TRANSPORTATION; ATHLETICS	BURBANK HIGH SCHOOL	010	$14,334.02
20000307	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: INCREASE BY $3,300.00; 2019-20 BLANKET ORDER; OFFICE SUPPLIES	MILLER ELEMENTARY	010	$13,300.00
20000355	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	C/O 1: REVISE ACCOUNT STRINGS; PROFESSIONAL SERVICES AGREEMENT; LEGAL ADVICE IN EDUCATION LAW; BOARD APPROVED 6/6/19	FISCAL SERVICES	010	$200,000.00
20000549	DIMENSION DATA NORTH AMERICA	C/O 1: INCREASE BY $8,324.46; 1819-050 2019 E-RATE TECHNOLOGY INFRASTRUCTURE UNIT PRICE BID; CABLING UPGRADE @ EDISON CC & BLDG 25; BOND FUNDS; BD 3/7/19	TECHNOLOGY SERVICES	213	$13,874.11
20000550	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: INCREASE BY $5,000.00; 2019-20 BLANKET ORDER; OFFICE SUPPLIES	MUIR MIDDLE SCHOOL	010	$12,000.00
20000596	TRANSIT SYSTEMS UNLIMITED, INC	C/O 4: INCREASE BY $1,338.75; 2019-20 BLANKET ORDER; STUDENT TRANSPORTATION; ATHLETICS	BURBANK HIGH SCHOOL	010	$13,897.26
20001022	GARVEY EQUIPMENT COMPANY	GROUNDS SUPPLIES	FACILITIES SERVICES	010	$390.95
20001137	GARVEY EQUIPMENT COMPANY	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$474.47
20001706	EASTBAY INC	C/O 1: CANCEL ORDER; PHYSICAL EDUCATION EQUIPMENT; FILM LA FUNDS	BURBANK HIGH SCHOOL	010	$7,218.10
20001901	CORNEJO'S AUTOMOTIVE	NON-INSTRUCTIONAL EQUIPMENT REPAIR BY VENDOR	FACILITIES SERVICES	010	$873.36
20002014	DESIGNER DOOR & WINDOW	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$818.88
20002016	GARVEY EQUIPMENT COMPANY	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$179.30
20002162	AMAZON CAPITAL SERVICES	C/O 1: REDUCE BY $3.15; BOOKS	STEVENSON ELEMENTARY	010	$43.06
20002245	SHIFFLER EQUIPMENT SALES, INC	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$501.42
20002246	TIME AND ALARM SYSTEMS	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$364.52
20002247	GEARY PACIFIC SUPPLY	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$411.10
20002248	GARVEY EQUIPMENT COMPANY	GROUNDS SUPPLIES	FACILITIES SERVICES	010	$637.93
20002249	SITEONE LANDSCAPE SUPPLY, LLC	GROUNDS SUPPLIES	FACILITIES SERVICES	010	$1,083.23
20002361	HARDWOODS SPECIALTY PRODUCTS US LP	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$198.73
20002425	TRANS GAS PROPANE	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$119.76
20002427	MOE PLUMBING/JOHN KEEFE PLUMBING CO	FACILITY REPAIR BY VENDOR	FACILITIES SERVICES	010	$32[illegible]

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20002619	BELLY BLISS CATERING	C/O 1: REDUCE BY $2,620.00; CONSULTANT AGREEMENT; CATERING SERVICES; GIFT FUNDS; BOARD APPROVED 12/19/19	STEVENSON ELEMENTARY	010	$2,380.00
20002634	INDUSTRIAL ELECTRIC COMMERCIAL PARTS & SERVICE,	FOOD SERVICE REPAIR MATERIAL	FACILITIES PLANNING SERVICES	130	$1,116.79
20002635	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES; GIFT FUNDS	ROOSEVELT ELEMENTARY	010	$119.40
20002636	GOPHER SPORT	PLAYGROUND SUPPLIES	STEVENSON ELEMENTARY	010	$75.08
20002637	SCHOOL SPECIALTY, INC	CLASSROOM FURNITURE; FILM LA FUNDS	BURBANK ADULT SCHOOL	010	$1,196.82
20002638	TUNDRA SPECIALTIES	FOOD SERVICE REPAIR MATERIAL	FACILITIES PLANNING SERVICES	130	$325.20
20002639	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; DESKTOP COMPUTER SYSTEMS; STEM GRANT	COMMUNITY DAY SCHOOL	010	$9,876.10
20002640	SANDIFER, AMANDA	BTA CLAIM FOR DAMAGE OF PERSONAL PROPERTY	FISCAL SERVICES	010	$397.89
20002641	MOBYMAX, LLC	SOFTWARE LICENSE; GIFT FUNDS; BOARD APPROVED 6/20/19	BRET HARTE ELEMENTARY	010	$49.00
20002642	POSITIVE PROMOTIONS	CLASSROOM SUPPLIES; GIFT FUNDS	MILLER ELEMENTARY	010	$181.30
20002643	ANDERSON, LAURA	CONSULTANT AGREEMENT; PEACEFUL PLAYGROUND; GIFT FUNDS; BOARD APPROVED 9/5/19	PROVIDENCIA ELEMENTARY	010	$1,250.00
20002644	PUMPIAN-MINDLIN, ILYA	REIMBURSEMENT TO OFFICE MANAGER FOR SOFTWARE LICENSE AND TECHNOLOGY SUPPLIES; GENERAL UNRESTRICTED AND ADULT ED GENERAL APPORTIONMENT FUNDS	BURBANK ADULT SCHOOL	010	$119.40
20002644	PUMPIAN-MINDLIN, ILYA	REIMBURSEMENT TO OFFICE MANAGER FOR SOFTWARE LICENSE AND TECHNOLOGY SUPPLIES; GENERAL UNRESTRICTED AND ADULT ED GENERAL APPORTIONMENT FUNDS	BURBANK ADULT SCHOOL	110	$26.43
20002645	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JORDAN MIDDLE SCHOOL	010	$54.60
20002646	AMAZON CAPITAL SERVICES	PLAYGROUND EQUIPMENT	STEVENSON ELEMENTARY	010	$299.77
20002647	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	JEFFERSON ELEMENTARY	120	$22.46
20002648	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	OFFICE SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$126.25
20002649	UME FEDERAL CREDIT UNION	C/O 1: REDUCE BY $2.17: ART SUPPLIES; ARTS FOR ALL FUNDS	BURBANK HIGH SCHOOL	010	$1,279.39
20002650	FUN EXPRESS LLC	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$117.22
20002651	KAGAN PUBLISHING	WORKSHOP SUPPLIES; ONE TIME FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$241.72

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20002652	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENTS FOR NEURO-PSYCHOLOGICAL EVALUATION; SPECIAL EDUCATION; BOARD APPROVED 1/16/20	SPECIAL EDUCATION	010	$5,600.00
20002653	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENT FOR TRAVEL EXPENSES; SPECIAL EDUCATION; BOARD APPROVED 1/16/20	SPECIAL EDUCATION	010	$3,000.00
20002654	MUSICIANS AT PLAY FOUNDATION	CONSULTANT AGREEMENT; FILM MUSIC INDUSTRY MENTORS; FILM LA FUNDS; BOARD APPROVED 12/19/19	JOHN BURROUGHS HIGH SCHOOL	010	$5,000.00
20002655	PLACERITA CANYON NATURE CENTER ASSOCIATES	FIELD TRIP ADMISSION; 2ND GRADE; GIFT FUNDS	PROVIDENCIA ELEMENTARY	010	$147.00
20002662	AMAZON CAPITAL SERVICES	BOOKS; TITLE I FUNDS	WASHINGTON ELEMENTARY	010	$231.14
20002663	ACADEMIC THERAPY PUBLICATIONS ARENA PRESS	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$206.17
20002664	TEACHER SYNERGY LLC	INSTRUCTIONAL MATERIALS; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$164.39
20002665	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENT FOR TRAVEL EXPENSES; SPECIAL EDUCATION; BOARD APPROVED 1/19/20	SPECIAL EDUCATION	010	$1,500.00
20002666	LACOE	REGISTRATION FEES; OUTDOOR SCIENCE SCHOOL; GIFT FUNDS; BOARD APPROVED 9/5/19	JEFFERSON ELEMENTARY	010	$38,920.00
20002667	BERTRAND'S MUSIC	MUSICAL INSTRUMENT REPAIRS	MUIR MIDDLE SCHOOL	010	$3,687.19
20002668	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; ATHLETICS	JOHN BURROUGHS HIGH SCHOOL	010	$514.42
20002669	LIBRE SCHOOL SERVICES	STUDENT TRANSPORTATION; ATHLETICS	JOHN BURROUGHS HIGH SCHOOL	010	$665.00
20002670	LOWE'S HOME IMPROVEMENT	2019-20 BLANKET ORDER; WOOD SHOP SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$1,500.00
20002671	HYDRAULIC INDUSTRIAL PLUMBING SUPPLY	FACILITY REPAIR SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$404.42
20002672	FAGEN FRIEDMAN & FULFROST LLP	LEGAL SERVICES	FISCAL SERVICES	010	$191.00
20002673	LAMINATION DEPOT, INC.	CLASSROOM SUPPLIES	LUTHER BURBANK MIDDLE SCHOOL	010	$189.01
20002674	LOZANO-STECYK, NANCY	CONSULTANT AGREEMENT; SCHOOL MURAL; ARTS FOR ALL & FILM LA FUNDS; BOARD APPROVED 12/19/19	MILLER ELEMENTARY	010	$3,500.00
20002675	FRANCO, ANTHONY	REIMBURSEMENT TO TEACHER FOR REGISTRATION FEES	BURBANK HIGH SCHOOL	010	$214.00
20002676	STEMFINITY	INSTRUCTIONAL SUPPLIES; STEM GRANT	COMMUNITY DAY SCHOOL	010	$611.08
20002677	URIOSTE, EMILIO	REIMBURSEMENT TO DIRECTOR FOR POSTAGE; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$153.00

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20002678	CARMAN, PAT	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$206.71
20002679	WU, YOLANDA	REIMBURSEMENT TO PARENT FOR INSTRUCTIONAL SUPPLIES	MUIR MIDDLE SCHOOL	010	$9.06
20002680	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES; SPECIAL EDUCATION FUNDS	MILLER ELEMENTARY	010	$213.87
20002681	AMAZON CAPITAL SERVICES	OFFICE & TECHNOLOGY SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$121.19
20002682	AMAZON CAPITAL SERVICES	AUDIO EQUIPMENT	JOHN BURROUGHS HIGH SCHOOL	010	$99.21
20002683	B & H PHOTO-VIDEO	INSTRUCTIONAL EQUIPMENT; STEM GRANT	COMMUNITY DAY SCHOOL	010	$2,639.39
20002684	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$29.92
20002685	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	EMERSON ELEMENTARY	010	$30.52
20002686	KR NIDA CORPORATION	COMMUNICATION EQUIPMENT; FILM LA FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$1,608.97
20002687	FOUR WINDS	STUDENT TRANSPORTATION; PLACERITA CANYON NATURE CENTER ASSOCIATES; GIFT FUNDS	PROVIDENCIA ELEMENTARY	010	$465.00
20002688	FOUR WINDS	STUDENT TRANSPORTATION; LA ZOO; GIFT FUNDS	PROVIDENCIA ELEMENTARY	010	$465.00
20002689	FOUR WINDS	STUDENT TRANSPORTATION; KIDSPACE MUSEUM; GIFT FUNDS	PROVIDENCIA ELEMENTARY	010	$480.00
20002690	NORTHSTAR AV	AUDIO VISUAL SUPPLIES	MUIR MIDDLE SCHOOL	010	$229.32
20002691	COMPLIANCESIGNS LLC	FACILITIES SUPPLIES	TECHNOLOGY SERVICES	010	$223.26
20002692	SCANTRON CORPORATION	TESTING SUPPLIES	LUTHER BURBANK MIDDLE SCHOOL	010	$86.76
20002693	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$405.87
20002694	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$145.35
20002695	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	JEFFERSON ELEMENTARY	120	$24.23
20002696	UME FEDERAL CREDIT UNION	AUDIO EQIUPMENT	JOHN BURROUGHS HIGH SCHOOL	010	$220.49
20002697	SHERIDAN SECHTER & ASSOCIATES, INC.	FIELD TRIP ADMISSION; GIFT FUNDS	JORDAN MIDDLE SCHOOL	010	$4,434.00
20002698	AMERICAN 3B SCIENTIFIC	INSTRUCTIONAL MATERIALS	JOHN BURROUGHS HIGH SCHOOL	010	$199.68
20002699	DICK BLICK CO	ART SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$1,160.48
20002700	EAGLE SOFTWARE	AERIES ONSITE TRAINING; CLASSIFIED SCHOOL EMPLOYEES PROFESSIONAL DEVELOPMENT GRANT; BOARD APPROVED 1/16/20	TECHNOLOGY SERVICES	010	$1,800.00
20002701	AMPLIFIED IT LLC	SOFTWARE LICENSES; GOGUARDIAN FOR TEACHERS @ JBHS, JORDAN MS AND CDS; BOARD APPROVED 12/19/19	TECHNOLOGY SERVICES	010	$1,680.25

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20002702	GOPHER SPORT	PHYSICAL EDUCATION SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$783.10
20002703	FOUR WINDS	STUDENT TRANSPORTATION; DISNEYLAND; VMA ACCOUNTS RECEIVABLE	LUTHER BURBANK MIDDLE SCHOOL	010	$1,320.00
20002704	FOUR WINDS	STUDENT TRANSPORTATION; MACY'S BURBANK TOWN CENTER; FILM LA FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$435.00
20002705	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; LAPTOPS; STEM GRANT	MONTEREY HIGH SCHOOL	010	$12,702.74
20002706	HP INC	COMPUTER EQUIPMENT; CHARGING CART; STEM GRANT	MONTEREY HIGH SCHOOL	010	$2,282.37
20002707	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$145.42
20002708	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$185.82
20002709	FOUR WINDS	STUDENT TRANSPORTATION; DESCANSO GARDENS; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$870.00
20002710	AMAZON CAPITAL SERVICES	INSTRUCTIONAL EQUIPMENT; STEM GRANT	MUIR MIDDLE SCHOOL	010	$395.80
20002711	FIRST STUDENT, INC	STUDENT TRANSPORTATION; DESCANSO GARDENS; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$512.93
20002712	NTT AMERICA SOLUTIONS INC	1819-050 2019 E-RATE TECHNOLOGY INFRASTRUCTURE UNIT PRICE BID; CABLING @ CDS; BOND FUNDS	COMMUNITY DAY SCHOOL	213	$1,015.00
20002713	LA PROPOINT	FURNISH AND INSTALL HOIST @ MUIR MS AUDITORIUM; GIFT FUNDS	MUIR MIDDLE SCHOOL	010	$8,559.42
20002714	WARD'S NATURAL SCIENCE	INSTRUCTIONAL MATERIALS; STEM GRANT	COMMUNITY DAY SCHOOL	010	$507.83
20002715	AH TECH SOLUTIONS	TECHNOLOGY SUPPLIES	BURBANK ADULT SCHOOL	110	$180.26
20002716	GILL, DANIELLE	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL SUPPLIES; SPECIAL EDUCATION FUNDS	EMERSON ELEMENTARY	010	$64.39
20002717	UME FEDERAL CREDIT UNION	REGISTRATION FEES; CDE CSRP AWARDS CEREMONY; MAA FUNDS	INSTRUCTIONAL SERVICES	010	$285.00
20002718	SIMPLY BETTER PHOTO BOOTH	PHOTO BOOTH SERVICES; GIFT FUNDS	STEVENSON ELEMENTARY	010	$300.00
20002719	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	MUIR MIDDLE SCHOOL	010	$48.21
20002720	MB DANCE, INC. aka GARRI DANCE STUDIOS	CONSULTANT AGREEMENT; DANCE INSTRUCTION; GIFT FUNDS; BOARD APPROVED 10/17/19	MC KINLEY ELEMENTARY	010	$6,750.00
20002721	BALBOA, ALANA	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL SUPPLIES; SPECIAL EDUCATION FUNDS	WASHINGTON ELEMENTARY	010	$127.88
20002722	GAL, DEBBIE	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL SUPPLIES; SPECIAL EDUCATION FUNDS	WASHINGTON ELEMENTARY	010	$257.71
20002723	UME FEDERAL CREDIT UNION	COMPUTER EQUIPMENT REPAIR	SPECIAL EDUCATION	010	$165.38
20002724	KR NIDA CORPORATION	COMMUNICATIONS EQUIPMENT; MAA FUNDS	MILLER ELEMENTARY	010	$652.59

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20002725	DICK BLICK CO	ART SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$603.43
20002726	VILLA ESPERANZA	CONSULTANT AGREEMENT; OCCUPATIONAL THERAPY EVALUATION; SPECIAL EDUCATION; BOARD APPROVED 1/16/20	SPECIAL EDUCATION	010	$1,000.00
20002727	AUDIOLOGY SOLUTIONS LA	CONSULTANT AGREEMENT; AUDIOLOGIC EVALUATION; SPECIAL EDUCATION; BOARD APPROVED 1/16/20	SPECIAL EDUCATION	010	$1,500.00
20002728	ANDERSON, LAURA	CONSULTANT AGREEMENT; PEACEFUL PLAYGROUND; BOARD APPROVED 6/20/19	MILLER ELEMENTARY	010	$2,000.00
20002729	MACIAS, SANDRA	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$89.46
20002730	PENN STATE INDUSTRIES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$152.16
20002731	HUMAN RELATIONS MEDIA	INSTRUCTIONAL MATERIALS; HEALTH	JOHN BURROUGHS HIGH SCHOOL	010	$360.26
20002732	HANADA, SHIGEKO	REIMBURSEMENT TO SCHOOL AIDE FOR CLASSROOM SUPPLIES; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$88.07
20002733	DRAMA MANIACS, LLC	CONSULTANT AGREEMENT; DANCE INSTRUCTION; GIFT FUNDS; BOARD APPROVED 1/16/20	DISNEY ELEMENTARY	010	$3,600.00
20002734	AMAZON CAPITAL SERVICES	T-SHIRTS AND COUNSELOR OFFICE SUPPLIES; FILM LA FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$435.70
20002735	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLY; MAA FUNDS	PROVIDENCIA ELEMENTARY	010	$125.24
20002736	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$61.70
20002737	AMAZON CAPITAL SERVICES	STUDENT AWARDS; MAA FUNDS	BRET HARTE ELEMENTARY	010	$52.89
20002738	FOUR WINDS	STUDENT TRANSPORTATION; ALEX THEATER; ACCOUNTS RECEIVABLE FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$870.00
20002739	GOPHER SPORT	PHYSICAL EDUCATION SUPPLIES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$354.83
20002740	TEACHER SYNERGY LLC	INSTRUCTIONAL MATERIALS; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$44.00
20002741	SCHOLASTIC MAGAZINES SCHOLASTIC INC	MAGAZINE SUBSCRIPTION	JOHN BURROUGHS HIGH SCHOOL	010	$417.56
20002742	CDW-G - COMPUTER DISCOUNT WHSE	TECHNOLOGY SUPPLIES	BURBANK ADULT SCHOOL	110	$319.65
20002743	CDW-G - COMPUTER DISCOUNT WHSE	TECHNOLOGY SUPPLY	MUIR MIDDLE SCHOOL	010	$109.42
20002744	ORIENTAL TRADING CO INC	FUNDRAISING SUPPLIES; GIFT FUNDS	PROVIDENCIA ELEMENTARY	010	$274.48
20002745	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$114.77
20002746	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$190.98

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20002747	AMAZON CAPITAL SERVICES	ART SUPPLIES; FILM LA FUNDS	BURBANK HIGH SCHOOL	010	$4,015.19
20002748	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES; STEM GRANT	BURBANK HIGH SCHOOL	010	$85.71
20002749	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES; STEM GRANT	BURBANK HIGH SCHOOL	010	$292.59
20002750	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$111.53
20002751	AMTECH ELEVATOR SERVICES	STANDBY DURING LEAK REPAIR; ON-GOING AND MAJOR MAINTENANCE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$255.00
20002752	AMTECH ELEVATOR SERVICES	TROUBLESHOOT ELEVATOR; ON-GOING AND MAJOR MAINTENANCE FUNDS	BURBANK HIGH SCHOOL	010	$586.50
20002753	AMTECH ELEVATOR SERVICES	STANDBY FOR WASTE REMOVAL; ON-GOING AND MAJOR MAINTENANCE FUNDS	MC KINLEY ELEMENTARY	010	$510.00
20002754	BRINKLEY, MALCOM ALEXANDER	FUNDRAISING ENTERTAINMENT; GIFT FUNDS	STEVENSON ELEMENTARY	010	$400.00
20002755	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT AND SUPPLIES; TABLET; REGION R PARNERSHIP FUNDS	INSTRUCTIONAL SERVICES	010	$1,534.91
20002756	SERGIO ROBERTO MARTINEZ	STUDENT TRANSPORTATION; LACMA; ACCOUNTS RECEIVABLE FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$900.00
20002757	SCHOOL OUTFITTERS	AUDIO EQUIPMENT; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$1,656.77
20002758	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	EDISON ELEMENTARY	010	$189.88
20002759	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$179.63
20002760	GUYER, DAVID	REIMBURSEMENT TO PRINCIPAL FOR MEETING SUPPLIES; ARTS FOR ALL FUNDS	MONTEREY HIGH SCHOOL	010	$53.85
20002761	VIRCO MFG CO.	CLASSROOM FURNITURE; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$578.86
20002762	PITSCO EDUCATION	INSTRUCTIONAL MATERIALS; STEM GRANT	MUIR MIDDLE SCHOOL	010	$5,147.08
20002763	CROWN CITY BUSES, INC.	STUDENT TRANSPORTATION; DISNEYLAND; GIFT FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$2,371.10
20002764	FOUR WINDS	STUDENT TRANSPORTATION; JBHS; ACCOUNTS RECEIVABLE FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$435.00
20002765	FOUR WINDS	STUDENT TRANSPORTATION; HART HS; ACCOUNTS RECEIVABLE FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$960.00
20002766	FOUR WINDS	STUDENT TRANSPORTATION; CA SCIENCE CENTER; ACCOUNTS RECEIVABLE FUNDS	MUIR MIDDLE SCHOOL	010	$1,110.00
20002767	BRAINPOP	ANNUAL SITE SOFTWARE LICENSE; TITLE I FUNDS; BOARD APPROVED 6/20/19	MC KINLEY ELEMENTARY	010	$2,550.00
20002768	MEAN STITCHING INC.	CUSTOM T-SHIRTS; GIFT FUNDS	EMERSON ELEMENTARY	010	$87.60
20002769	USI EDUCATION & GOVERNMENT SALES	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	HORACE MANN CHILDREN´S CENTER	010	$223.17

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20002770	DARLING INGREDIENTS INC	WASTE DISPOSAL FEE; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$910.00
20002771	MCTIGHE, JESSICA	REIMBURSEMENT TO FUNDRAISING CHAIRPERSON FOR SUPPLIES; GIFT FUNDS	STEVENSON ELEMENTARY	010	$140.82
20002772	DEMORE, CHRISTINE	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES	JORDAN MIDDLE SCHOOL	010	$185.88
20002773	ZIMNY, PAMELA	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL MATERIALS	JOHN BURROUGHS HIGH SCHOOL	010	$72.00
20002774	HYDRAULIC INDUSTRIAL PLUMBING SUPPLY	RESTROOM FIXTURES FOR MILLER PARK; ON-GOING AND MAJOR MAINTENANCE FUNDS	MILLER ELEMENTARY	010	$5,384.06
20002775	LIGHTFOOT, RICHARD	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$491.77
20002776	SOUTH COAST MECHANICAL INC	HVAC EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	STEVENSON ELEMENTARY	010	$21,257.72
20002777	GUYER, DAVID	REIMBURSEMENT TO PRINCIPAL FOR MEETING SUPPLIES; FILM LA FUNDS	MONTEREY HIGH SCHOOL	010	$23.96
20002778	LOS ANGELES TIMES MEDIA GROUP	NEWSPAPER ADVERTISEMENT FOR BID; BOND FUNDS	FACILITIES SERVICES	213	$1,396.00
20002779	CURRICULUM ASSOCIATES INC	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$430.93
20002780	U.S. POSTAL SERVICE	BULK MAILING PERMIT; ADULT ED GENERAL APPORTIONMENT	BURBANK ADULT SCHOOL	110	$240.00
20002781	AMTECH ELEVATOR SERVICES	SERVICE CALL ON ELEVATOR; ON-GOING AND MAJOR MAINTENANCE FUNDS	BURBANK HIGH SCHOOL	010	$120.20
20002782	AMTECH ELEVATOR SERVICES	SERVICE CALL ON ELEVATOR; ON-GOING AND MAJOR MAINTENANCE FUNDS	BURBANK HIGH SCHOOL	010	$120.20
20002783	AMTECH ELEVATOR SERVICES	SERVICE CALL ON ELEVATOR; ON-GOING AND MAJOR MAINTENANCE FUNDS	BURBANK HIGH SCHOOL	010	$127.50
20002784	DICK BLICK CO	ART SUPPLIES; FILM LA FUNDS	BURBANK HIGH SCHOOL	010	$180.01
20002785	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; LAPTOPS; GIFT FUNDS	JEFFERSON ELEMENTARY	010	$8,189.96
20002786	HP INC	COMPUTER EQUIPMENT; CHARGING CART; GIFT FUNDS	JEFFERSON ELEMENTARY	010	$1,141.19
20002787	BEST BUY GOV LLC	INSTRUCTIONAL EQUIPMENT AND SUPPLIES; STEM GRANT	COMMUNITY DAY SCHOOL	010	$661.41
20002788	SERGIO ROBERTO MARTINEZ	STUDENT TRANSPORTATION; EBELL THEATER; GIFT FUNDS	WASHINGTON ELEMENTARY	010	$800.00
20002789	UME FEDERAL CREDIT UNION	ART SUPPLIES; ARTS FOR ALL FUNDS	BURBANK HIGH SCHOOL	010	$1,552.98
20002790	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; TITLE I FUNDS	PROVIDENCIA ELEMENTARY	010	$69.45
20002791	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES; GIFT FUNDS	MILLER ELEMENTARY	010	$313.94
20002792	FLINN SCIENTIFIC INC	INSTRUCTIONAL SUPPLIES; STEM GRANT	BURBANK HIGH SCHOOL	010	$979.57
20002793	UME FEDERAL CREDIT UNION	REGISTRATION FEES; CDE CSRP AWARDS CEREMONY; MAA & GENERAL UNRESTRICTED FUNDS	INSTRUCTIONAL SERVICES	010	$1,995.00

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 01/21/2020 & 02/03/2020

PO Number	Vendor	Description	Site	Fund	Total Amount
20002794	STOKES, SY	CONSULTANT AGREEMENT; RACE/EQUITY WORKSHOP; FILM LA FUNDS; BOARD APPROVED 1/16/20	BURBANK HIGH SCHOOL	010	$1,000.00
20002795	PRO-ED	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$254.93
20002796	SABONJOHN, VICTORIA	CONSULTANT AGREEMENT; INSTRUMENT COACHING; ACCOUNTS RECEIVABLE; BOARD APPROVED 9/19/20	JORDAN MIDDLE SCHOOL	010	$1,000.00
20002797	LOWE'S HOME IMPROVEMENT	ART SUPPLIES; ARTS FOR ALL FUNDS	BURBANK HIGH SCHOOL	010	$284.62
20002798	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$113.88
20002799	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLY; SPECIAL EDUCATION FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$28.65
20002800	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM EQUIPMENT; ASES FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$238.77
20002801	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	EDISON ELEMENTARY	010	$41.63
20002802	CURRICULUM ASSOCIATES INC	TESTING MATERIALS; SPECIAL EDUCATION	SPECIAL EDUCATION	010	$96.31
20002803	AMAZON CAPITAL SERVICES	HEALTH SUPPLIES	FISCAL SERVICES	010	$8.31
20002804	GOPHER SPORT	PLAYGROUND EQUIPMENT; ASES FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$1,677.79
20002805	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES; GIFT AND GENERAL UNRESTRICTED FUNDS	EDISON ELEMENTARY	010	$118.03
20002806	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	BRET HARTE ELEMENTARY	010	$38.53
20002807	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$948.12
20002808	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLIES; CHILD DEVELOPMENT FUNDS	WASHINGTON CHILDREN´S CENTER	120	$523.64
20002809	RAPTOR TECHNOLOGIES LLC	OFFICE SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$220.50
20002810	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES; LCAP-EIA/LEP FUNDS	DISNEY ELEMENTARY	010	$145.53
20002811	BAUDVILLE INC	CLASSROOM SUPPLIES; K-12 STRONG WORKFORCE GRANT	BURBANK HIGH SCHOOL	010	$124.45
20002812	SPICERS PAPER CO	WAREHOUSE STOCK; PAPER	WAREHOUSE	010	$22,226.40
20002813	AMAZON CAPITAL SERVICES	PLAYGROUND SUPPLIES	STEVENSON ELEMENTARY	010	$272.91
20002814	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$20.94
20002815	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES; GIFT FUNDS	DISNEY ELEMENTARY	010	$331.46
20002816	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$366.99
20002817	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT; TABLETS	TECHNOLOGY SERVICES	010	$2,361.59
20002818	DEMCO INC	LIBRARY SUPPLIES	STEVENSON ELEMENTARY	010	$137.50

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 01/21/2020 & 02/03/2020

PO Number	Vendor	Description	Site	Fund	Total Amount
20002819	UME FEDERAL CREDIT UNION	INSTRUCTIONAL SUPPLIES; STEM GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$78.46
20002820	REFRIGERATION SUPPLIES DIST	FOOD SERVICES REPAIR EQUIPMENT; CHILD NUTRITION SCHOOL PROGRAM FUNDS	JOHN BURROUGHS HIGH SCHOOL	130	$1,313.11
20002821	SOUTHWINDS TRANSPORTATION	STUDENT TRANSPORTATION; CBS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$615.60
20002822	TRANSIT SYSTEMS UNLIMITED, INC	STUDENT TRANSPORTATION; ATHLETICS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$1,202.25
20002823	AMAZON CAPITAL SERVICES	INSTRUCTIONAL EQUIPMENT AND SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$70.31
20002824	SPINITAR PRESENTATION PRODUCTS INC	OFFICE SUPPLIES	EMERSON ELEMENTARY	010	$357.74
20002825	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	JORDAN MIDDLE SCHOOL	010	$415.49
20002826	UME FEDERAL CREDIT UNION	ART SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$59.80
20002827	ISAAC SADIGURSKY PIANO SVCS	MUSICAL INSTRUMENT REPAIRS	JORDAN MIDDLE SCHOOL	010	$420.00
20002828	ADORAMA CAMERA	INSTRUCTIONAL SUPPLIES; GENERAL UNRESTRICTED AND GIFT FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$2,284.38
20002829	AMAZON CAPITAL SERVICES	ART SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$683.44
20002830	LAKESHORE CURRICULUM MATERIAL	CLASSROOM FURNITURE AND INSTRUCTIONAL SUPPLIES	PROVIDENCIA ELEMENTARY	010	$467.44
20002831	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT AND ACCESSORIES; TABLETS; REGION R PARTNERSHIP FUNDS	INSTRUCTIONAL SERVICES	010	$4,735.93
20002832	DIVISION OF THE STATE ARCHITECT	DSA ADDITIONAL FEES FOR RELOCATABLE BUILDINGS FROM WASHINGTON ES; BOND FUNDS	FACILITIES SERVICES	213	$1,745.56

PO Count: **216** **Total:** **$557,461.93**

Printed between 01/21/2020 & 02/03/2020

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	201	$534,276.49
110	Adult Education Fund	5	$919.34
120	Child Development Fund	3	$570.33
130	Cafeteria Fund	4	$3,665.10
213	Building Fund - 3rd Issuance	4	$18,030.67
		Total:	**$557,461.93**

3/5/2020

To the Superintendent of Schools:

Request for the authorization of the following warrants is presented for your approval subject to the action of the Board of Education.

Warrants	Payroll		Warrants	Commercial	
6499405	6499408		25693322	25693357	
6504153	6504166		25353199	25695263	
6504622	6504674		25697669	25697730	
6506763	6506766		25699360	25699384	
6509998	6510043		25701689	25701722	
6512637	6512649		25645755	25704406	
6519302	6519333		25706124	25706139	
6513330	6513495		25708138	25708150	
6516761	6516764		25710530	25710552	
6520573	6520715		505036	505141	
6526819	6526830		25712679	25712704	
6527173	6528407		505279	505279	
1024920	1024927		25714478	25714497	
1036271	1036975		505534	505534	
1060470	1060569		25716452	25716475	
1088567	1088890		506023	506024	
1104517	1105198		25718346	25718392	
1122741	1122748		25719881	25719911	
1132110	1132213		25721803	25721891	
			506627	506628	

1/24/20 - 2/10/20 **$ 10,278,342.95** **1/17/20 -2/7/20** **$ 4,428,921.00**

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sharon Cuseo, Assistant Superintendent, Instructional Services
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Jenny Jones, Administrative Secretary II
DATE:	March 5, 2020
SUBJECT:	Approval of Instructional Consultant Services

Background:

The purpose of the Instructional Consultant Services is to enrich student learning. Consultants are selected based on their qualifications regarding specific subject areas. When a consultant is selected, the consultant, company/organization must complete the required paperwork by the District to ensure that District students receive the services they require. All consultant requests must be approved by the Board of Education prior to services being rendered.

Discussion and Issues:

Sites submit the required paperwork to Instructional Services. Work must not begin until the site receives a confirmation of Board approval from Instructional Services. If the Consultant assignment requires unsupervised contact with student(s) during the contract period, the Consultant will be required to provide Department of Justice fingerprint clearance through the District's Human Resources Services.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES
APPROVAL OF INSTRUCTIONAL CONSULTANT SERVICES

Board Meeting Date: March 5, 2020

Site	Name	Purpose	Dates	Cost	Appropriation Number and Program Name
Magnolia Park School	Susan Dalian	Magnolia Park students will be guided through a multi-layered, interdisciplinary arts program that will give them the tools to tap into their own lives and struggles to express their emotions through art. Students will utilize the arts in a way that is fresh and unique to their perspectives.	3/10/2020-5/5/2020	$2,800.00	01.0-65000.0-57500-11100-5810-5171000
Disney Elementary School	Project Mindfulness (Jeanette Gonzalez) (Elise Larsen)	Project Mindfulness will deliver a parent night where parents of English Learners and students will learn strategies to reduce stress and anxiety around learning a second language and State testing. The evening will include materials and ideas that can be used at home in any stressful situation.	3/18/2020	$750.00	01.0-42030.0-47600-24950-5810-7429000 01.0-42030.0-47600-24950-4310-7429000
Emerson Elementary School	Katharine Moser	This series of workshops will provide all third grade students with active engagement and participation with theater.	March/April 2020	$2,600.00	01.0-90201.0-11100-10000-5810-2032030
Emerson Elementary School	Joe Chaplin	This series of workshops will provide all first grade students with dance instruction, specifically in the area of hip-hop dance.	March/April/ May, 2020	$2,400.00	01.0-90201.0-11100-10000-5810-2032030
Emerson Elementary School	Building Block Entertainment	All students will attend this assembly on recycling trash to keep our environment clean.	4/22/2020	$1,395.00	01.0-90201.0-11100-10000-5810-2038700
Jefferson Elementary School	History Brought to Life	The California History Brought to Life is a 4th grade assembly designed to give students an in-depth understanding of specific events and people who are responsible for shaping California's history. It's a two part presentation – The California Missions and The Gold Rush of 1849.	3/31/2020	$775.00	01.0-90201.0-11100-10000-5810-2068000
District Office	Michael Bui	Mr. Bui will speak to parents and teachers on Talent Development in gifted children.	3/16/2020	$200.00	01.0-00000.0-11100-10000-5810-7421325

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 18 of February , 2020 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Susan Dalian hereinafter referred to as "Consultant."

Payee's Name Susan Dalian Daytime Phone Number [redacted]

Email Address susandalian@gmail.com

Mailing Address [redacted]

Sponsoring Administrator David Guyer

Board Approval Date March 5, 2020

Account String 010-650000-57500-11100-5810-5171000

The assignment ☐ **will** or ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 2800 per hour☐/ per day ☐/ per session■ for a total not to exceed $2800 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on March 10, 2020 and terminating on May 5, 2020 .
3. Payment Terms: One payment upon completion
4. Consultant will provide the following services:

   Susan Dalian will teach the students Theatre Artsat Magnolia Park School.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

David Guyer / Principal 2/18/2020

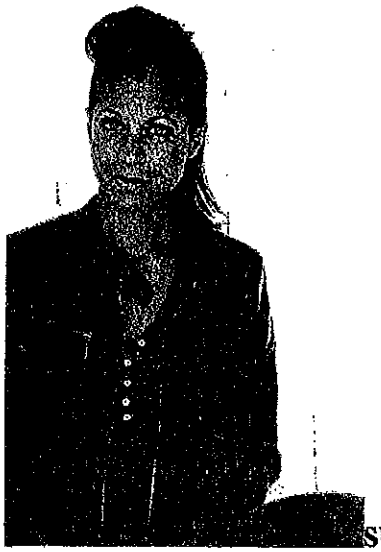
BUSD Authorized Signature/Title Date

Consultant Susan Dalian **2.18.20** Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Susan Dalian – *actress, director, writer, instructor*



SUSAN DALIAN has over 30 years of experience in theater, film and television. She started her studies in theater arts at Baltimore School for the Arts graduating in 1986. Upon graduating she attended Boston University's Acting Training Program and graduated in 1990 with a BFA. She spent three years acting in San Francisco in stage plays with such companies as *San Francisco Shakespeare Festival, CA Shakespeare Festival, Marin Theater Company*, and *American Conservatory Theater.* In 1994 she moved to Los Angeles where for 17 years she acted in several films and television shows, some of which include *The Brothers, Undisputed ,The Kid, 90210, What I Like About You, The Hughleys, Star Trek: Voyager* and the as the voice of "Haku" in the popular anime series *Naruto.* Susan has also performed on stage at such prestigious regional theaters as *South Coast Repertory, Indiana Repertory Theatre* (in West Coast premiere plays by Pulitzer Prize winning playwrights Lynn Nottage and Tracy Letts), *American Conservatory Theater, Berkeley Repertory Theatre, , CA Shakespeare Festival, Shakespeare Santa Cruz, The Actors' Gang* (directed in a play by Academy Award winning actor Tim Robbins), *and Los Angeles Women's Shakespeare Company*. In 2005, she co-wrote and starred in the play *Ambrosia* at the 2005 New York Fringe Festival. Recently, Susan has directed plays in Mammoth Lakes, CA: *The Importance of Being Earnest,* and *Art Dog* at Mammoth Lakes Repertory Theatre, *As You Like It, Outside Mullingar, The Merchant of Venice, The Two Gentlemen of Verona, A Midsummer Night's Dream, The Real Housewives of Tusktown* (an original script that she co-wrote) and a staged reading of *Rapture, Blister, Burn* with Sierra Classic Theatre. Her current projects include the short film, *BITE ME,* that she co-wrote and will co-direct, and directing a staged reading with Cal Tech and Pasadena Playhouse for a new playwrights series happening in May.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 18th of December 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Garri Dance Studio hereinafter referred to as "Consultant."

Payee's Name: Project Mindfulness Social Security or Federal I.D- #Daytime Phone Number 818-823-1505

Mailing Address: 618 Tufts Avenue, Burbank, CA, 91504

Sponsoring Administrator: Molly Hwang

Board Approval: March 5, 2020

Account Code: 01.0-42030.0-47600-24950-5810-7429000 (Title III Parent Ed. Consultant Fee) & 01.0-42030.0—47600-24950-4310-7429000 (Title III Materials and Supplies)

The assignment **will** ☐ **will not** X require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 750.00
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: March 25, 2019 and terminating on May 23, 2019.
4. Consultant will provide the following services:
4. Instruction will be provided in a single evening on March 18, 2020. Instruction will cover hands-on exercise to reduce stress, develop a growth mindset and provide tools to incorporate in stressful situations for our English Language Learners and their parents. The event will not exceed $750.00.

The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.

5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Administrator	Date	Consultant	Date 2/19/20

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed form to the Assistant Superintendent, Business Services for processing.
Revised 08/10



Elise E. Larsen

[redacted]

Education

University of Utah: Salt Lake City, UT — *May 2014*
- Masters in Education: Special Education/Severe

Professional Experience

REI: Burbank, CA — *October 2019 – current*
Operations Specialist (seasonal)
- Process, tag, and stock clothing and items
- Assist costumers at check out
- Handle placing and picking up orders

Project Mindfulness — *May 2019 – current*
Wellness Instructor
- Co-owner of partnership to instruct schools, businesses, and our communities on how to implement a more mindful practice to create a happier and healthier life.

Burbank Unified School District (BUSD): Burbank, CA. — *June 2015 – June 2017*
Special Education Teacher: Moderate/Severe — *August 2018-June 2019*
- Prepared individualized work to meet students' personalized goals.
- Created and adapted small and whole group lessons to meet each student's needs.
- Collaborated with other members of the Special Education team.
- Facilitated IEP meetings to address student needs with teachers, service providers, parents, and other members of the team.
- Created an inclusion environment for all students through; a lunch time reading program, an inclusive Science class, and integrated Physical Education.

Anuban Tak School: Tak, Thailand — *Oct 2017 – March 2018*
Teacher: Science and Health (English)
- Prepared lesson plans for 1st-3rd grade.
- Prepared grades and evaluation on students' performance.
- Participated in group collaboration for meetings, activities, and other events.

Elliott Institute: La Cresenta, CA — *July 2014 – June 2015*
Special Education Teacher: Moderate/Severe
- Wrote, conducted, and implemented IEP's for each student.
- Constructed lesson plans to meet individual student needs.
- Organized weekly field trips to Descanso Gardens.

Salt Lake City School District: Salt Lake City, UT — *July 2013 – June 2014*
Special Education Teacher: Severe
- Wrote, conducted, and implemented IEP's for each student.
- Constructed lesson plans to meet individual student needs.
- Created and collaborated a "push-in" Science class in a general education class.

Skills
- Four years of management experience
- Fluent in American Sign Language
- Passionate, patient, organized, punctual, and responsible



Jeanette C. Gonzalez

[redacted]

Education

San Francisco State University: San Francisco, CA *May 2009*
- Bachelor in Arts; Recreation, Parks, and Tourism: Emphasis in Community/ Non Profit

Professional Experience

REI CO-OP: Burbank, CA *Oct. 2018 – Present*
Sales Lead
- Supports and partners with Retail Sales Managers through department communication of goals, daily expectations, task assignments, and feedback
- Demonstrates initiative and productivity and serves as a role model for Retail Sales Specialists.
- Supports and partners with Retail Sales Managers through department communication of goals, daily expectations, task assignments, and feedback.
- Shares feedback with Retail Sales Managers regarding staffing and scheduling needs.

Anuban Tak School: Tak, Thailand *Oct. 2017 – April 2018*
English Teacher- Mathematics, Computers, and Art
- Prepared and implemented lesson plans according to school curriculum.
- Designed a classroom management system to set boundaries and provide reinforcement.
- Created a safe, engaging, and nurturing learning environment.
- Completed necessary documents to provide parents and other faculty with student progress.

Burbank Unified School District (BUSD): Burbank, CA *Dec. 2015 – May 2017*
Instructional Assistant- English Language Development
- Overall role was to support National Sales Manager and local sales professionals to help maximize revenue opportunities by assisting with administrative and promotional task.
- Under the direction of a certificated teacher; monitored and reported student progress regarding behavior and performance.
- Maintained positive relationships with the school; principal, administration staff, teachers, parents and students.
- Created lesson plans for individual and small groups of non or limited English speaking students.

iHeart Media: Burbank, CA *Jun. 2014 – Sept. 2015*
National Sales Assistant and Promotions Director
- Provided language development instruction to individual and small groups of non or limited English speaking students.
- Attended sales meetings. Prep recaps, sale prices, and competitive request. Maintained contract files, assisted in collection of receivables. Performed daily clerical duties.
- Coordinated promotions, event planning and execution.
- Prep proposals, develop, submit, and execute promotions. Write orders, and checked contracts.

Burbank Unified School District (BUSD): Burbank, CA *Sept. 2013 – May 2014*
Assistant Physical Education Teacher
- Under the direction of a certified Physical Education teacher, provided instructional assistance to students in the Physical Education program.
- Performed a variety of physical and instructional duties, outdoors or in a classroom, designed to support the physical education program at three different elementary schools.
- Worked with At-Risk students and implemented discipline strategies and practices.
- Developed and maintained positive relationships with school principals, administration staff, teachers, parents and students.

After School Education Safety Program (ASES): Burbank, CA *Feb. 2009 – May 2013*

Coordinator

- Supervised six classroom, by leading teachers and one hundred elementary school aged students.
- Worked with At-Risk students and implemented discipline strategies and practices.
- Maintained current files of each classroom lead's daily/weekly lesson plans for all enrichment and physical activities.
- Managed yearly budget, and all supply purchasing.

Skills

- Proficient in Microsoft Office, Excel, Light Room, Safari Recware and Rec and Roll software
- Intermediate American Sign Language Skills

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 10 of February, 20 20 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Katharine Moser/TheatrePLAY hereinafter referred to as "Consultant."

Payee's Name Katharine Moser Daytime Phone Number [redacted]

Email Address kpmoser@gmail.com

Mailing Address [redacted]

Sponsoring Administrator Jennifer Kaltz

Board Approval Date March 5, 2020

Account String 010-90201-0-11100-10000-5810-2032030

The assignment ☐ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 2,600.00 per hour☐/ per day ☐/ per session☒ for a total not to exceed $2,600.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 3/6/2020 and terminating on 4/15/2020.
3. Payment Terms: Pay in full upon completion of services
4. Consultant will provide the following services:

   All third grade students will receive theater instruction.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title Date

Consultant Katharine Moser/TheatrePLAY 2·18·2020 Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Katharine Phillips Moser

[redacted]

THEATRE

PRESCHOOL	Lead	Vox Humana Prods.
THE ROPE	Supporting	Hollywood Court Theatre
KIMBERLY AKIMBO	Lead	Vox Humana Prods.
PICASSO DOES MY MAPS	Supporting	Vox Humana Prods.
PLANET OF THE DOLLS	Lead	Sketch Comedy
ARCADIA	Lead	Vox Humana Prods.
CANNIBALS	Lead	Vox Humana Prods.
THE MATING GAME	Lead	Woodland Hills Theatre

FILM

DOUBLE BLIND	Lead	Dir. By Tom Moser
BE STILL MY HEART	Lead	Dir. By Tom Moser
THAT INDIE THING (Web Series)	Supporting	Dir. By Steve Royall
REEMCO	Supporting	Dir. by Daniel Myrick
BATHROOM SHIRT	Supporting	Dir. by Sean G. Penberthy
THE MERMAID	Supporting	Art Inst. of California
SISTERS BY MARRIAGE (Web Series)	Lead	Dir. by Tom Moser
THE LETTER	Supporting	Moser Brothers, Inc.
CATALYST	Supporting	Dir. by Dawn Westlake
SAMURAI OF STRONGSVILLE, OH	Supporting	Dir. by Tara Waugh
WAITING	Lead	Dir. by Joel Moser
CLOSETS	Lead	Cal. State Long Beach
OFFICE BREAK	Lead	Moser Brothers, Inc.
FREE FALL	Lead	Dir. by Mike Roby
SILENT ASSASSINS	Supporting	Dir. by Roger Mende
SEBASTIAN'S HOME	Supporting	Cal. State Long Beach
YARD SALE	Supporting	Dir. by Bob Logan

COMMERCIAL & VOICE-OVER (available upon request)

TRAINING

VOICE OVER	David Lawrence XVII
COMMERCIAL WORKSHOPS	Porter Kelly, Chris Game
IMPROV, The Second City LA	Craig Cackowski, Jay Leggett, Tom Greene

SPECIAL SKILLS

Accents: Southern and Standard British, Improv, Conversational Spanish, Public Speaker

EDUCATION: BA Theatre, Berry College

TEACHING EXPERIENCE: Theatre Play Assistant with Crystal Robbins & Robin Parrish

RELATED EXPERIENCE: Walt Disney World Character Performer, WDW Entertainment Lead Trainer, WDW Traditions Program Facilitator.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this ____18____ of _February 2020 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and __Joe Chapin__ hereinafter referred to as "Consultant."

Payee's Name: Joe Chapin Daytime Phone Number [redacted]

Mailing Address: [redacted]

Sponsoring Administrator: Jennifer Kaitz

Board Approval: March 5, 2020

Account Code: 010-90201-0-11100-1000-5810-2032030

The assignment **will** ☐ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $_2,400____
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 3/13/2020 and terminating on 5/1/2020.
4. Payment Terms: Pay in full upon completion of services
5. Consultant will provide the following services:

   All first grade students will participate in dance workshops.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

		J. Chapin	02/19/2020
Fiscal Services Administrator	Date	Consultant	Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

Joe Chaplin



Joechaplin9@gmail.com
[redacted]

Teaching/Coaching:

Dance Conservatory Of Pasadena (2018-Present)
*Hip-Hop Instructor/Choreographer
www.dancepasadena.com

Hollywood Cultural Arts Center (2018-Present)
*Hip - Hop Instructor/Choreographer

Media City Dance Company (2017 - Present)
*Hip - Hop Instructor/Choreographer
http://www.mediacitydance.com/

Green Kite Records - USA Nationwide (2016 - Present)
*Choreographer for multiple bands.
http://dev.greenkiterecords.com/

RockStar Dance - Los Angeles (2016 - Present)
*Hip - Hop Instructor
http://rockstardancefitness.com/

Star Collaborative - Los Angeles (2016 - Present)
*Co Director
*Hip - hop Instructor/Choreographer
http://starcollaborativedanceco.weebly.com/

Sky High Dance - Los Angeles (2016 - Present)
*Hip - hop Instructor/Choreographer
http://www.skyhighdanceinc.com/

Extreme Dance London – London, UK (2010 - 2016)
*Hip-hop director, children, teens and young adults, performance production
http://www.extremedancelondon.com/

Twisters Dance Company – London, UK (2009 to 2016)
* Hip-Hop Choreographer/ Artistic Director

Haberdashers Askes Knights Academy London,
UK (20112015)
*Guest Hip-Hop choreographer

City University London-London,UK (20102013)
*Guest Hip-Hop choreographer

West Side Performing Arts School – Dublin, Ireland (2009 to 2010)
*Teacher/Choreographer, Coach, Performer, Show Coordinator

Masquerade Performing Arts Company – Island of Malta (2008)
*Master Class Workshops, Featured Teacher/Choreographer/Coach

Private Coaching, Party/Events Entertainment (DJ, Dance Lesson, Music, Choreography)
"Creating a fun and lively atmosphere where children, and the adults, can participate" – JC

Choreography/Performance:

Megan Nicole Music Video (2017)
*Choreographer and dance for YouTube sensation Megan Nicole
https://www.youtube.com/watch?v=kig1iy0Y3IU

Los Angeles Haunted Hayride (2016)
*Character/Dancer

"Travel Agency" (French Band) – Paris, France (2010)
*Choreography, Tour Choreographer

My Super Sweet Sixteen – UK (2009)
*Y@P Dance Troupe, Hired Entertainment

Mobo (Music of Black Origin) Awards – UK (2008 to 2009)
*Performer, Dance Troupe
Featured Artists: Ne-Yo, Amy Winehouse, T-Pain, SugarBabes, N-Dubs, Craig David & Kano

Dance Masters (Award Show) – London, UK (2007)
*Y@P Dance Troupe Company (Nominee for Best Dance Troupe in UK)

UK vs. USA Street Dance Weekend – UK (2006)
*Y@P Dance Troupe Featured Performer

Street Dance Weekend – Hammersmith Apollo – UK (2005)
*Y@P Dance Troupe Featured Performer (Top 5 Winner/3rd Place)

Disney Land – Paris (2005)
*Character, Dancer

Top of the Pops "British Music Chart Television" – London, UK (2004)
*BBC Studios Performer, Dancer

Blue Peter "Beatles Tribute Band" – London, UK (2003)
*BBC Studios Performer, Dancer

(Multiple master classes, workshops and choreography taking place in Spain, Ireland, Portugal, France as well as schools, colleges, universities all over London and across the UK.)

Training/Study:

Pineapple Performing Arts/Studios – London, UK (2003-2009)
WON BEST PERFORMING ARTS SCHOOL IN LONDON – DANCE MASTERS 2009
*Student for three years in Hip-Hop,
Street, House, Break Dancing, Popping/Locking. Began
teaching/choreographing after only three years of training. Started as Y@P member (Youth at Pineapple) and soon became a member of faculty.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 18 of February, 20 20 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Shows That Teach/Building Block Entertainment hereinafter referred to as "Consultant."

Payee's Name Building Block Entertainment Inc. Daytime Phone Number 818-422-1872

Email Address mark@showsthatteach.com

Mailing Address 5243 Comercio Avenue, Woodland Hills CA 91364

Sponsoring Administrator Jennifer Kaltz

Board Approval Date March 5, 2020

Account String 010-90201-0-11100-10000-5810-203-8700

The assignment ☐ **will** or ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 1,395. per hour☐/ per day ☐/ per session■ for a total not to exceed $ 1,395.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on April 22, 2020 and terminating on April 22, 2020 .
3. Payment Terms: Paid in full by April 22, 2020
4. Consultant will provide the following services:

   All students in TK - 5th grade will attend an assembly about recycling trash to keep our enviornment clean.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

		Mark Beckwith 2-18-20	
BUSD Authorized Signature/Title	Date	Consultant Shows That Teach/Building Bloc	Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req. Revised 06/19

Shows That Teach, a Los Angeles based company that specializes in quality school assembly programs, was founded in 2005 by veteran writer/performer Mark Beckwith. Its parent company **Building Block Entertainment** was founded in 1989 and was incorporated in 2010.

Our mission is to inspire and motivate students.



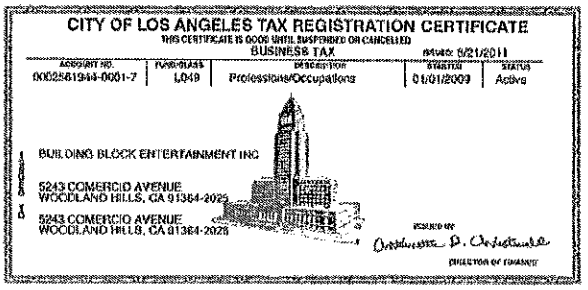
(https://showsthatteach.com/school-assembly-performers/)

about our individual performers (https://showsthatteach.com/school-assembly-performers/)

Obediah Thomas, Mark Beckwith, Michael "Tuba" Heatherton, the "Razzle Bam Boom (http://www.razzlebamboom.com/about-us/)" duo, Jason Luckett, and Rebecca Lynn

Frequently asked questions... (https://showsthatteach.com/faq)

Cds and Lyrics... (https://showsthatteach.com/store/)


CITY OF LOS ANGELES TAX REGISTRATION CERTIFICATE
THIS CERTIFICATE IS GOOD UNTIL SUSPENDED OR CANCELLED
BUSINESS TAX
Issued: 6/21/2011

ACCOUNT NO.	PUBLIC CLASS	DESCRIPTION	STARTED	STATUS
0002561944-0001-7	L049	Professions/Occupations	01/01/2009	Active

BUILDING BLOCK ENTERTAINMENT INC

5243 COMERCIO AVENUE
WOODLAND HILLS, CA 91364-2025

5243 COMERCIO AVENUE
WOODLAND HILLS, CA 91364-2025

ISSUED BY

DIRECTOR OF FINANCE

(https://showsthatteach.com/wp-content/uploads/2017/04/BBE-logo.jpg)

All Rights Reserved | 2018-2019

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st of Feb. 2020, 20 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and History Brought to Life hereinafter referred to as "Consultant."

Payee's Name History Brought to Life Daytime Phone Number 800-844-5048

Email Address HistoryBroughttoLife@gmail.com

Mailing Address PO Box 1654, Rancho Cucamonga, CA 91729

Sponsoring Administrator Sandra DeBarros - Principal

Board Approval Date March 5, 2020

Account String 01.0-90201.0-11100-10000-5810-206-8000

The assignment ___ **will** or X **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 775.00 per hour☐/ per day ☒/ per session☐ for a total not to exceed $ 775.00 **Amount to include speaking fee, mileage ~~and any~~ additional fees.
2. Payment Terms: One Time Payment
3. ~~The term of the Agreement shall be the period commencing on~~ March 31, 2020 ~~and terminating on~~ March 31, 2020
4. Consultant will provide the following services:

   The California Brought to Life 4th Grade Assembly

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title Date

Consultant History Brought to Life 2/21/20 Date

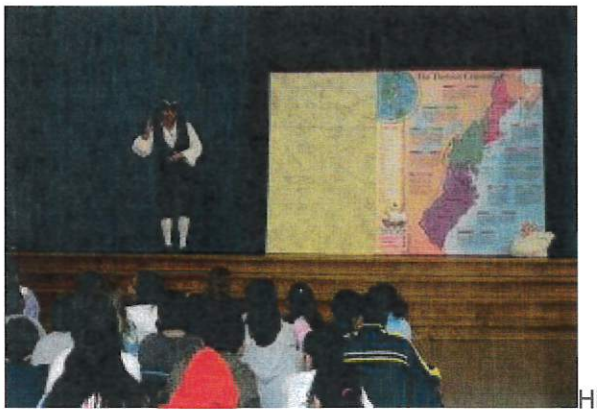
Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req. Revised 06/19



With a passion for history, Joel Greene – founder of History Brought To Life – began exploring ways to make history fun for students to learn. "I learned the most from the teachers who had a passion for what they were teaching. They made a lasting impression on me and I wanted to find a way to pay that forward," Greene explains. Through research and exploration, Greene became an expert of United States history and honed his presentation skills in order to create an energetic and unforgettable learning experience.

In 1997, he created 4th and 5th grade assemblies highlighting the defining moments of our history and currently performs over 150 presentations every year at elementary schools throughout Southern California. Now, 17 years later, the History Brought To Life programs have become a mainstay of the curriculum for over 200,000 students, to date.

In 2001, Greene founder and host of Curiosity Quest and Curiosity Quest Goes Green (award-winning national PBS television program) created these series' as a way of bringing families together through quality entertainment. Curiosity Quest began as a local cable access show and in the following four years, proudly began airing on KVCR TV, Channel 24-PBS. Curiosity Quest and Curiosity Quest Goes Green now air on over 120 stations nationwide and reach millions of viewers.

History Brought To Life provides educational assembly programs and historical reenactments for the classroom, from the 4th and 5th grade curriculum, through historical interactive presentations.

The History Brought To Life programs have been performed for thousands of 4th and 5th grade students throughout California for the past 17 years.

Your program presenter uses costumes, maps, props and an abundance of student interaction to help assist in the reenactment of events and characters that are presented in the California Brought To Life (4th Grade) and America Brought To Life (5th Grade) experiences. Each program is curriculum based derived directly from the statewide textbook.

Due to the success of the History Brought to Life program Joel created and host the nationally syndicated PBS series Curiosity Quest and Curiosity Quest Goes Green. Now, 17 years in the making, History Brought to Life and Curiosity Quest have both become a mainstay within the curriculum of many schools.

BURBANK UNIFIED SCHOOL DISTRICT

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AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 26th of Feb. 2020 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Michael Bui hereinafter referred to as "Consultant."

Payee's Name: Michael Bui

Daytime Phone Number [redacted]

Mailing Address: [redacted]

Sponsoring Administrator: Sharon Cuseo

Board Approval: March 5, 2020

Account Code: 01.0-00000.0-11100-10000-5810-7421325

The assignment will ☐ (will not) require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 200
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: Mar. 16, 2020 and terminating on March 17, 2020
4. Consultant will provide the following services:

   Mr. Bui will speak to parents and teachers on talent development in gifted children.

4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

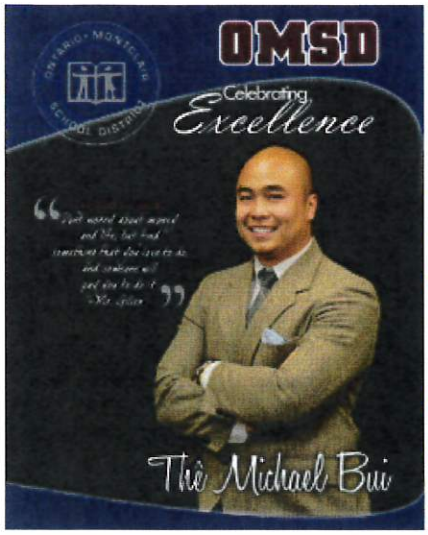
Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Administrator Date

Consultant 2.26.2020 Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.
Revised 08/10

MR. THÊ MICHAEL BUI



Attended Euclid Elementary and De Anza Middle School and is currently a teacher at Edison Elementary. He remembers spending hours upon hours reading books in the library at De Anza Middle School and attributes much of his personal success to his amazing teachers in middle and high school. They opened doors of opportunity and believed in his potential as a student. Michael now pays it forward by serving as a teacher and cultivating the next generation of leaders. For his dedication to OMSD, Michael Bui is a "model of excellence" for OMSD's students, schools, and community.

Recently, Mr. Bui was awarded theCalifornia Association for Gifted (CAG) Distinguished Service Award. CAG honors one member of the GATE community for going "above and beyond" in their contributions to the interests of gifted and talented children. Congratulations, Mr. Bui! This is a well deserved recognition.

Burbank Unified School District
Business Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director, Special Education
PREPARED BY:	Terri Harvey, Buyer
SUBMITTED BY:	Terri Harvey, Buyer
DATE:	March 5, 2020
SUBJECT:	Ratification of Amended Master Contract for Nonpublic, Nonsectarian Agency (Special Education)

Background:

The Special Education Department requests the following Master Contract be amended by the Board of Education. Because the Burbank Unified School District has not contracted with this Nonpublic Agency in the past, it was not included on the list of Master Contract Renewals that were approved by the Board on June 6, 2019, effective July 1, 2019 through June 30, 2020.

Discussion/Issues:

The following Master Contract for special education services to be provided by a Nonpublic Agency (NPA).

Fiscal Impact:

Costs are included under the blanket order for service agreements for Nonpublic, Nonsectarian Schools and Agencies that was approved by the Board of Education on June 6, 2019.

Agency	Master Contract	Contract Period
California Pyschcare, Inc.	PS256	02/26/20 – 06/30/20

Recommendation:

Tamara Schiern, Director, Special Education, recommends that the Board of Education ratify the Master Contract for special education students, to be provided by California Pyschare, Inc., Nonpublic, Nonsectarian Agency, effective February 26, 2020 through June 30, 2020 (01.0-65000.0-57500-11800-5810-7440000, 01.0-65000.0-57500-11804-5810-7440000, 01.0-65120.0-57500-11800-5110-7440000, 01.0-65120.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5810-7440000, 01.0-33270.0-57500-11800-5110-7440000, 01.0-65000.0-57500-11801-5810-7440000), and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

Note: The original Master Contract for Nonpublic, Nonsectarian Schools and Agencies, effective July 1, 2019 through June 30, 2020, was approved by the Board of Education June 6, 2019.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director, Special Education and Psychological Services
PREPARED BY:	Tamara Schiern, Director, Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Ratification of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to ratify the agreement for professional services to provide specialized Listening and Spoken Language therapy for Special Education Student 960032525, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is obligated to provide services for students who attend our schools, even if the District does not have current staff to support the Student's needs, therefore, contracting with an outside agency is required.

Fiscal Impact:

Total not to exceed $4,030.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and John Tracy Clinic dba John Tracy Center, to provide Listening and Spoken Language (LSL) therapy for Special Education Student 960032525, not to exceed $4,030 (01.0-65000.0-57700-11900-5850-7440000), effective January 6, 2020 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

RATIFIED AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 6th day of March 2020 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and John Tracy Clinic dba John Tracy Center hereinafter referred to as "Consultant."

John Tracy Clinic dba John Tracy Center | cvanin@jtc.org | 213-863-9946
Payee's Name (Person or Company) | Email | Daytime Phone Number

Mailing Address: 2160 West Adams Blvd | Los Angeles | CA | 90018
City | State | Zip

Sponsoring Administrator: Matt Hill | Superintendent | Special Education
Print Name | Title | Signature | Location

Board Approval Date: 03/05/2020 Account Code: 01.0-65000.0-57700-11900-5850-7440000

The assignment **will** ☐ **will not** ☒ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $155 per hour ☐ / per day ☐ / per session ☒ for a total not to exceed $4,030.
2. The term of the Agreement shall be the period commencing on 01/06/2020 and terminating on 06/30/2020.
3. Consultant will provide the following services:

   Consultant will provide therapy in the area of listening and spoken language (LSL) for Student 960032505. The total number of sessions is 26 (20 sessions from 1/6/2020-5/25/2020 and 6 sessions from 7/6/2020-8/10/2020).

4. The Consultant shall provide an invoice to the Special Education department of the time spent in providing the services and preparing the products required by this Agreement. Consultant will submit invoices on a monthly basis and will be paid after the invoice has been processed.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Tamara Schiern, Director of Special Education Date | Consultant Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Sarah Niemann, Assistant Superintendent, Human Resources
PREPARED BY:	Sarah Niemann, Assistant Superintendent, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	March 5, 2020
SUBJECT:	Approval of Release of Teachers on Temporary Contract

Background:
Pursuant to California Education Code Section 44954, the Board of Education may release temporary teachers serving on a temporary contract prior to serving 75 percent of the number of days the regular schools of the District are maintained, or after serving during one school year if the employee is notified before the end of the school year of the District's decision not to reelect the employee for the next succeeding school year.

Discussion/Issues:
Teachers on temporary contract have been teaching in place of teachers on leave of absence from their regular assignment. Those teachers on leave of absence have the right to return to their positions. Teachers who are on temporary contract are to be released from service having completed their contractual assignment. Should teachers hired on a temporary contract during this school year be needed for the next school year, they may be considered for rehire and afforded their rights under California Education Code Section 44954 for the time served this year, if applicable.

Fiscal Impact:
The District would incur a cost of potentially being overstaffed should the teachers on temporary contract not be released.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the release of all teachers on temporary contract prior to the end of the 2019-2020 school year, as presented.

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Assistant Superintendent, Educational Services
PREPARED BY:	John Paramo, Assistant Superintendent, Educational Services
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Approval of Luther Burbank Middle School (Overnight) Field Trip

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Background:
The Luther Burbank Middle School 6th grade Gate wishes to travel Dana Point, California for the Ocean Institute Wednesday, March 18, 2020 through Thursday, 19, 2020.

Discussion/Issues:
Fifty-eight students will travel via bus to Dana Point, California with Jessica Schackne and Alanna Grimaldi, Luther Burbank Middle School Teachers and three chaperones.

Day 1 – Wednesday, March 18th, students will board bus at 11:00 am for transport to Ocean Institute 24200 Dana Point Harbor Dr., Dana Point, CA 92629 phone (949) 496-2274. Upon arrival, students will stow gear and receive introduction and rules. At 4:00 pm there will be sea Floor Expeditions. At 6:00 pm students will eat dinner. After dinner there will be more presentations and ROV Building Challenge. Fire pit and nighttime rules will be at 9:15 pm. Lights out at 10:00 pm.

Day 2 – Thursday, March 19th wake up will be 6:00 am. Clean up and breakfast will be on Sleep Deck. At 7:00 am the students will participate in research cruise on RVSE – Dana Point Oceanographic Survey. Students will be picked up by bus for return trip to Luther Burbank Middle School at 10:00 am.

In accordance with Board Policy and Administrative Regulations 6153 regarding field trips, all students will sign a behavior contract along with all necessary field trip forms. Parent meeting was on Tuesday, February 4th at LBMS. All students and parents/guardians were expected to attend.

Fiscal Impact:
There is no cost to students for transportation, food and lodging. The trip, funded by fundraising and financial aid, as needed. No student will be denied participation in this field trip due to lack of personal funds.

Recommendation:
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Luther Burbank Middle School 6th grade GATE (Overnight) Field Trip request to participate in the Ocean Institute in Dana Point, California from Wednesday, March 18, 2020 to Thursday, March 19, 2020, as presented.

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Assistant Superintendent, Educational Services
PREPARED BY:	John Paramo, Assistant Superintendent, Educational Services
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Approval of John Burroughs High School (Overnight) Field

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Background:
The John Burroughs High School Dance Team and All Male wishes to Santa Ana, California for the State Dance competition Saturday, March 14, 2020 through Sunday, March 15, 2020.

Discussion/Issues:
Forty students will travel via carpool to Santa Ana, California with Katie Morreale, John Burroughs High School Teacher and six chaperones.

Day 1 – Saturday, March 14th, students will travel by carpool from JBHS and arrive at Mater Dei High School, 1201 W. Edinger Ave., Santa Ana, CA 92707, phone (949) 677-1032 by 7:00 am. Upon arrival, students will compete from 8:00 am to 12:00 pm in the solo routines. Lunch will be with the team at 12:00 pm. Small teams will compete at 1:00 pm. Awards will be given at 8:30 pm. At 10:00 pm students will travel to La Quinta Inn, 2721 Hotel Terrace, Santa Ana, CA 92707, phone (714) 540-1111.

Day 2 – Sunday, March 15th, students will have a team breakfast and check out of the hotel at 9:00 am. Students will travel to Mater Dei High School at 9:30 am. Team competitions will be from 10:00 am to 6:00 pm. There will be a lunch break at 12:00 pm. Awards are handed out at 6:30. Following the awards, students will travel back to JBHS and are expected to arrive at 8:30 pm.

In accordance with Board Policy and Administrative Regulations 6153 regarding field trips, all students will sign a behavior contract along with all necessary field trip forms. Parent meeting was on Wednesday, March 4th at JBHS. All students and parents/guardians were expected to attend.

Fiscal Impact:
There is no cost to students for transportation, food and lodging. The trip, funded by fundraising and financial aid, as needed. No student will be denied participation in this field trip due to lack of personal funds.

Recommendation:
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the John Burroughs High School Dance Team/All Male (Overnight) Field Trip request to participate in the California Association of Dance Drill Team Directors (CADTD) State Dance Championships 2020 in Santa Ana, CA from Saturday, March 14, 2020 to Sunday, March 15, 2020, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Crystal Cozakos, Construction & Operations Secretary
DATE:	March 5, 2019
SUBJECT:	Acceptance of Notice of Completion, Reliable Floor Covering, Installation of Flooring in Portable Classrooms 24 & 25 at Walt Disney Elementary School (Growth Fund)

Background:
Flooring in Portable Classrooms 24 and 25 were reported as being worn out. Reliable Floor Covering furnished and installed new flooring in the classrooms and bathrooms in 24 and 25 but not in storage room area. Out of BUSD Maintenance realm to repair.

District-Wide Goals for 2019-2020:

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.

7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.

Discussion/Issues:
Work was started and completed during Winter Break 2019.

Fiscal Impact:
$14,112 (Growth Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: installation of flooring in portable classrooms 24 & 25 at Walt Disney Elementary School, not to exceed $14,112 PO20002592 (25.0-00000.0-00000-85000-6250-201-0000), Growth Fund, and the authority to sign the amended agreement be exercised pursuant to BUSD-AR 3314, as presented.

RELIABLE FLOOR COVERING, INC.

December 16, 2019

Burbank Unified School District
510 So. Shelton St.
Burbank, Ca. 91506
Cell: 805-732-4896
larrycross @burbankusd.org

REVISED

Re: Walt Disney School
Classrooms 24 & 25

Dear Larry,

The following is the bid proposal for Walt Disney School, Classrooms 24 & 25.

Scope of work: Furnish and install Armstrong style "Rigid Core Vantage" color "Hickory Bridge Staying Neutral" in classrooms 24 & 25. No work to be done in the storage room area of classroom #24. Furnish and install Armstrong Sheet Vinyl style Connection Corlon color Stone Harbor #88704 in the 2 bathrooms of classroom #25. Furnish and install 6mm Halex Underlayment in the 2 bathrooms only. The new sheet vinyl is to be self coved 6" high and heat welded. Furnish and install aluminum cap metal and cove transition strips. Remove and dispose of existing glue down carpet, VCT, and rubber base. We will pull the toilets, which will be reset by Burbank USD. No furniture moving is included. Furnish and install Black Rubber T-Molding transition strips. Furnish and install Burke 4" rubber base.

Total price tax included: $14,112.00

Customer Approval _____ Date 12-16-19

Sincerely,

Jon Rumkin

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Education Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Acceptance of Notice of Completion, Card Reader and Access Control Panel at District Office, Edgeworth Integration, LLC (Bond Funds)

Background:
Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District Wide Goals for 2019-2020:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
On December 19, 2019, the Board of Education ratified a contract with Edgeworth Integration, LLC for the card reader and access control panel project at the District Office. The new card reader improved the ease of access for District office employees allowing them to bypass the new entrance camera/intercom system. The card reader project was installed and is working effectively, District staff has found and approved the project to be complete.

Fiscal Impact:
The total cost of the completed project is $2,817.88.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Card Reader and Access Control Panel at District Office by Solutionz, Inc. (21.3-00000.0-93000-85000-4410/5850-740000), PO 20002359, not to exceed $2,817.88 (Bond Funds), as presented.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Education Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Acceptance of Notice of Completion, Data Cabling and Public Address Speakers at District Office, Dimension Data (Bond Funds)

Background:
Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District Wide Goals for 2019-2020:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
On February 21, 2019, the Board of Education approved Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid. On March 7, 2019, the Board of Education approved an award of contract to Dimension Data for E-Rate Data Cabling and Network Electronics projects, District-wide and awarded future data cabling and network electronics contracts to Dimension Data. Using their approved unit price bid, individual project quotes were submitted by Dimension Data for the data cabling and public address speakers project at the District Office. District staff has reviewed and approved the project at the District Office as complete.

Fiscal Impact:
The total cost of the completed project at the District Office is $15,219.60.

Recommendation:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid for the Data Cabling and Public Address Speakers project at District Office by Dimension Data, (21.3-00000.0-93000-85000-6249-7730000), PO 20001550 and 20001553, not to exceed $15,219.60 (Bond Funds), as presented.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Education Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Acceptance of Notice of Completion, Data Cabling and Public Address Speakers at District Service Center, Dimension Data (Bond Funds)

Background:
Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District Wide Goals for 2019-2020:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
On February 21, 2019, the Board of Education approved Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid. On March 7, 2019, the Board of Education approved an award of contract to Dimension Data for E-Rate Data Cabling and Network Electronics projects, District-wide and awarded future data cabling and network electronics contracts to Dimension Data. Using their approved unit price bid, individual project quotes were submitted by Dimension Data for the data cabling and public address speakers project at the District Service Center. District staff has reviewed and approved the project at the District Service Center as complete.

Fiscal Impact:
The total cost of the completed project at the District Service Center is $90,031.96

Recommendation:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Bid 1819-050, 2019 E-Rate Technology Infrastructure Unit Price Bid for the Data Cabling and Public Address Speakers project at District Service Center by Dimension Data, (21.3-00000.0-93000-85000-6249-7730000), PO 20001551 and 20001555, not to exceed $90,031.96 (Bond Funds), as presented.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Education Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Acceptance of Notice of Completion, Entrance Camera System and Security Cameras at District Office, AMS.NET (Bond Funds)

Background:
Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District Wide Goals for 2019-2020:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
On September 19, 2019, the Board of Education approved an award of contract to AMS.NET for the Entrance Camera System and Security Cameras project at the District Office. An entrance camera was installed at the front of the District Office and a security camera was installed in the main lobby. District staff has reviewed and approved the project at the District Office as complete.

Fiscal Impact:
The total cost of the completed project at the District Office is $3,187.11.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Entrance Camera System and Security Cameras project at District Office by AMS.NET, (21.3-00000.0-93000-85000-5850-7400000), PO 20001533, not to exceed $3,187.11 (Bond Funds), as presented.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Education Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 5, 2020
SUBJECT:	Acceptance of Notice of Completion, Entrance Camera System and Security Cameras at District Service Center, AMS.NET (Bond Funds)

Background:
Public Contract Code Section 7107 defines the District's obligation for final payment on a public improvement project. The District must pay to a contractor all undisputed amounts within 60 days of completion of a project. A Notice of Completion is not mandatory, nor does the date of its filing define the completion of a project. Once a District does file the Notice of Completion with the County Recorder's Office, however, subcontractors and suppliers are allowed 30 days to file a valid stop notice against any funds held by the District for final payment to the general contractor. Not filing the Notice of Completion allows the 30-day window to extend to 90 days or more. If a valid stop notice is filed, the District must withhold 125% to 150% of the value of the stop notice until a release is filed or other legal resolution is reached.

District Wide Goals for 2019-2020:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
On September 19, 2019, the Board of Education approved an award of contract to AMS.NET for the Entrance Camera System and Security Cameras project at the District Service Center. An entrance camera was installed at the front of the District Service Center and nine security cameras were installed around the exterior of the building. District staff has reviewed and approved the project at the District Service Center as complete.

Fiscal Impact:
The original Board approved project cost was $18,449.90. A net deductive change order of ($591.71) was applied to the contract cost due to a camera swap resulting in a price difference. The total cost of the completed project at the District Service Center is $17,858.19.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following project as completed: Entrance Camera System and Security Cameras project at District Service Center by AMS.NET, (21.3-00000.0-93000-85000-6249-7730000), PO 20001534, not to exceed $17,858.19 (Bond Funds), as presented.

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: John Paramo, Assistant Superintendent, Educational Services

PREPARED BY: John Paramo, Assistant Superintendent, Educational Services

SUBMITTED BY: Laura Erisman, Administrative Secretary

DATE: March 5, 2020

SUBJECT: Approval of Burbank High School Key Club (Overnight) Field Trip

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Background:
The John Burroughs High School Key Club wishes to travel to Reno, Nevada for the Key Club District Convention Friday, March 13, 2020 through Sunday, March 15, 2020.

Discussion/Issues:
Three students will travel via bus to Reno Nevada. Students will travel by bus from Burbank High School to Reno, Nevada with Gajan Fernando, John Burroughs High School Teacher and four chaperones.

Day 1 – Friday, March 13th, students will meet at Burbank High School at 6:00 am and board bus for transport to Reno, Nevada. Upon arrival, buses will take chaperones and students to Grand Sierra Resort 2500 E 2nd St., reno, NV 89595. The phone number for the hotel is (775) 789-2000. Students will check in for convention and attend educational sessions after having dinner on their own. First General Session is at 8:30 pm. Curfew will be 11:30 pm.

Day 2 – Saturday, March 14th breakfast will be at the convention center. Students will attend Caucus Session and Educational Sessions till lunch at 12:30 pm. Dinner and Awards Ceremony begins at 6:15 Governor's Ball is at 10:00 pm. Curfew will be at 12:00 am.

Day 3 – Sunday, March 15th breakfast will be at 8:00 am followed by the Fourth General Session. Students will leave Reno, Nevada at 11:00 am and stop for lunch on way home. Expected to arrive at Burbank High School around 7:00 pm.

In accordance with Board Policy and Administrative Regulations 6153 regarding field trips, all students will sign a behavior contract along with all necessary field trip forms. Parent meeting was on Monday, March 2, 2020 at 4:30 pm in BHS Room 1202. All students and parents/guardians were expected to attend.

Fiscal Impact:
There is no cost to students for transportation, food and lodging. The trip, funded by fundraising and financial aid, as needed. No student will be denied participation in this field trip due to lack of personal funds.

Recommendation:
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Burbank High School Key Club (Overnight) Field Trip request to participate in the Key Club District Convention in Reno, Nevada from Friday, March 13, 2020 to Sunday, March 15, as presented.