BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

REGULAR MEETING

Thursday, August 05, 2021

6:00 p.m. - Closed Session - Will be held in-person at the District Office
7:00 p.m. - Public Session - Will be held in-person at the District Office

District Office Building
1900 W. Olive Avenue
Burbank, California

AGENDA

The entire agenda packet is available for review online at www.burbankusd.org/boemeetings; 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

1.a NOTICE TO THE PUBLIC
If you require Spanish, Armenian, or ASL translation of the meeting, please email kimberleyclark@burbankusd.org prior to 3:00 p.m. the day before the meeting to request this service.

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)

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

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. REQUESTS TO ADDRESS THE BOARD

8.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.

8.b Staff Responses

8.c Board Members' Comments and Responses

9. REPORTS TO THE BOARD

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

9.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.

Facilities and Technology PP_080521.pdf

10. NEW AND/OR UNFINISHED BUSINESS

10.a Approval of Amended Class Schedule for Dolores Huerta Middle School
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the amended class schedule for Dolores Huerta Middle School, effective August 16, 2021, as presented.

DHMS Advisory and Schedule Change (002) (002).pdf

10.b Approval of Agreement Between Burbank Unified School District and Facing History and Ourselves
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Facing History and Ourselves, effective August 10, 2021 through August 31, 2022, not to exceed $120,000 (up to $60,000 LCAP Professional Development - 01.0-01500.0-00000-21400-5810-7422040 and up to $60,000 In-Person Instruction Grant Professional Development - 01.0-74220.0-11100-10000-5810-7429000) and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Approval of Facing History with Agmt.pdf

10.c Approval of Selected Board Policies and Administrative Regulations: BP/AR 6158: Independent Study
Matt Hill, Superintendent, recommends that the Board of Education approve the proposed revision of selected Board Policies and Administrative Regulations from the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), as presented.

Policy Updates_July 21_6158_Independent Study_080521.pdf

10.d Approval of John Burroughs High School Vocal Music Association (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the John Burroughs High School Vocal Music Association Powerhouse and Sound Sensations (Overnight) Field Trip request to participate in the Heart of America, New

York, Choir Competition in New York, New York from Thursday, March 24, 2022 through Monday, March 28, 2022, as presented.

JBHS VMA Extended Overnight Field Trip NY 8 5 21.pdf

10.e Approval of Agreement Lease Buy-Out for Cisco VoIP Equipment with De Lage Landen Public Finance (General Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the Agreement Lease Buy-Out between the Burbank Unified School District and De Lage Landen Public Finance for Cisco VoIP Equipment, not to exceed $1, (01.0-00000.0-00000-91000-7439-7401000) (General Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_ Agreement_ DeLage_Lease BuyOut_080521.pdf

10.f 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 8-5-21.pdf

11. 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.

11.a Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Board of Education Meeting of July 15, 2021, as presented.

Minutes.07.15.21.pdf

11.b Approval of Personnel Report Number 21-22-02
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 21-22-02, covering Certificated and Classified personnel, and consisting of Pages 1 to 28 inclusive, as presented.

Personnel Report.pdf

11.c 2020-2021 Purchase Order Report
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2020-2021 as listed through July 12, 2021, as presented.

2020-2021 Purchase Order Report.pdf

11.d 2021-2022 Purchase Order Report
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2021-2022 as listed through July 12, 2021, as presented.

2021-2022 Purchase Order Report.pdf

11.e Approval of Warrants
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve payroll warrants in the total amount of $13,606,531.88 and commercial warrants in the total amount of $7,195,374.75, as presented.

Warrants.pdf

11.f 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.pdf

11.g Approval of Non-Instructional Consultant Services
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Non-Instructional Consultants.pdf

11.h Approval of Agreement for Professional Services (Special Education)
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Inclusive Education and Community Partnership, to provide an inclusive practices training for BUSD CSEA staff, not to exceed $900 (01.0-74260.0-11100-11100-5810-7429000), effective August 5, 2021 through December 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Professional Services_Inclusive Educaiton and Community Partnership.pdf

11.i Ratification of Reimbursement to Parent for Transportation (Special Education)
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education, ratify reimbursement to the parent of Special Education Student 960030317 to visit student who attends a Non Public School (NPS), per IEP, not to exceed $1,200, effective July 1, 2021 through December 30, 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 960030317_Parent Reimbursement.docx.pdf

11.j Approval of Agreement– California State University, Northridge
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the Intern Teaching Agreement between the Burbank Unified School District and California State University, Northridge to provide educational field experience, effective August 6, 2021 and shall remain in effect in perpetuity 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-CSU Northridge.pdf

11.k Approval of Agreement– University of St. Augustine
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the agreement between the Burbank Unified School District and University of St. Augustine to provide educational field experience, effective August 6, 2021 through August 6, 2026 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-University of St. Augustine.pdf

11.l Approval of the Teacher Assignments for 2021-2022
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Teacher Assignments for 2021-2022, as described per Education Codes §44258.2, 44258.3(a), 44258.7(b), (c) & (d), 44263, and 44865, as presented.

Ed Code Teacher Assignments.pdf

11.m Adoption of Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit, Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, Special Education Limited Assignment Permit (SELAP) Request for Certificated Staff
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education Adopt the Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit and Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, and Special Education Limited Assignment Permit (SELAP) Requests for Certificated Staff, as presented.

Declaration of Need 2021-2022.pdf

11.n Ratification of Agreement for Professional Services with Helios
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Helios, for the services-based software program, effective July 1, 2021 through September 30, 2022, not to exceed $12,478 (01.0-00000.0-00000-77000-5800-0000000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Helios Pro-rated Agmt.pdf

11.o Approval of the Disposal of Obsolete Equipment
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the disposal of the obsolete equipment, effective August 6, 2021, as presented.

Obsolete Equipment.pdf

11.p Approval of Agreement, General Monitoring Services (GMS), District-Wide Fire Alarm Monitoring Services, Various Sites (General Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board

of Education approve an agreement between Burbank Unified School District and General Monitoring Services (GMS) for the implementation of the District-Wide Fire Alarm Monitoring, effective January 1, 2022 through December 31, 2024, not to exceed $4,020 (01.0-00100.0-00000-83000-5850-752-1000) General Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

AOC_GMS_DistrictWide_General.pdf

11.q Acceptance of Notice of Completion, Reliable Floor Covering Inc., Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School (Deferred Maintenance)

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School, PO# 2200484, not to exceed $39,603 (140-00000.0-00000-85000-6250-432-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

NOC_Reliable Flooring_JBHS_Def. Maint.pdf

11.r Approval of Award of Contract, Dave Bang Associates Inc., Site Prep and Installation of Rubber Surfacing, Bret Harte Elementary School (Bond Fund)

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract between Burbank Unified School District and Dave Bang Associates Inc., for the site prep and installation of rubber surfacing at Bret Harte Elementary School, effective August 6, 2021 through August 5, 2022, not to exceed $128,566.64 (21.3-00000.0-91006-85000-6170-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_Dave Bang_Bret Harte_Bond.pdf

11.s Approval of Renewal Agreement for Professional Services, Amtech Elevator Services, District-Wide Elevator Inspection and Maintenance (Restricted Maintenance)

Debbie Kukta, Assistant Superintendent, Administrative Services recommends that the Board of Education approve the renewal agreement between Burbank Unified School District and Amtech Elevator Services for a District-Wide Master Maintenance Agreement for the inspection and maintenance of all elevators and wheelchairs, not to exceed $54,329 (01.0-81500.0-00000-81100-5631-752-3100) restricted maintenance, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AofA, Amtech, Various Sites, Rest. Maint.pdf

11.t Ratification of Award of Contract, Dave Bang Associates Inc., Removal and Installation of Rubber Surfacing, Pre-K Play Area at Monterey High School (Deferred Maintenance)

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an award of contract between Burbank Unified School District and Dave Bang Associates Inc., for the removal and installation of rubber surfacing in the Pre-K play are at Monterey High School, effective July 15, 2021 through July 15, 2022, not to exceed $14,607.95 (14.0-00000.0-00000-85000-6170-530-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Ratif_Dave Bang_Monterey_Def. Maint..pdf

11.u Ratification of Purchase from Neenah Foundry HQ, Drain Gates (Parts Only), Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the purchase between Burbank Unified School District and Neenah Foundry HQ for Drain Gates (parts only) for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $3,816.92 (21.3-00000.0-91008-85000-4410-2010000) Bond Fund, as presented.

Ratif_Neenah Foundry_Disney_Bond.pdf

12. ADJOURNMENT

Facilities/Technology Board of Education Agenda Items

Board of Education Meeting – August 5, 2021

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

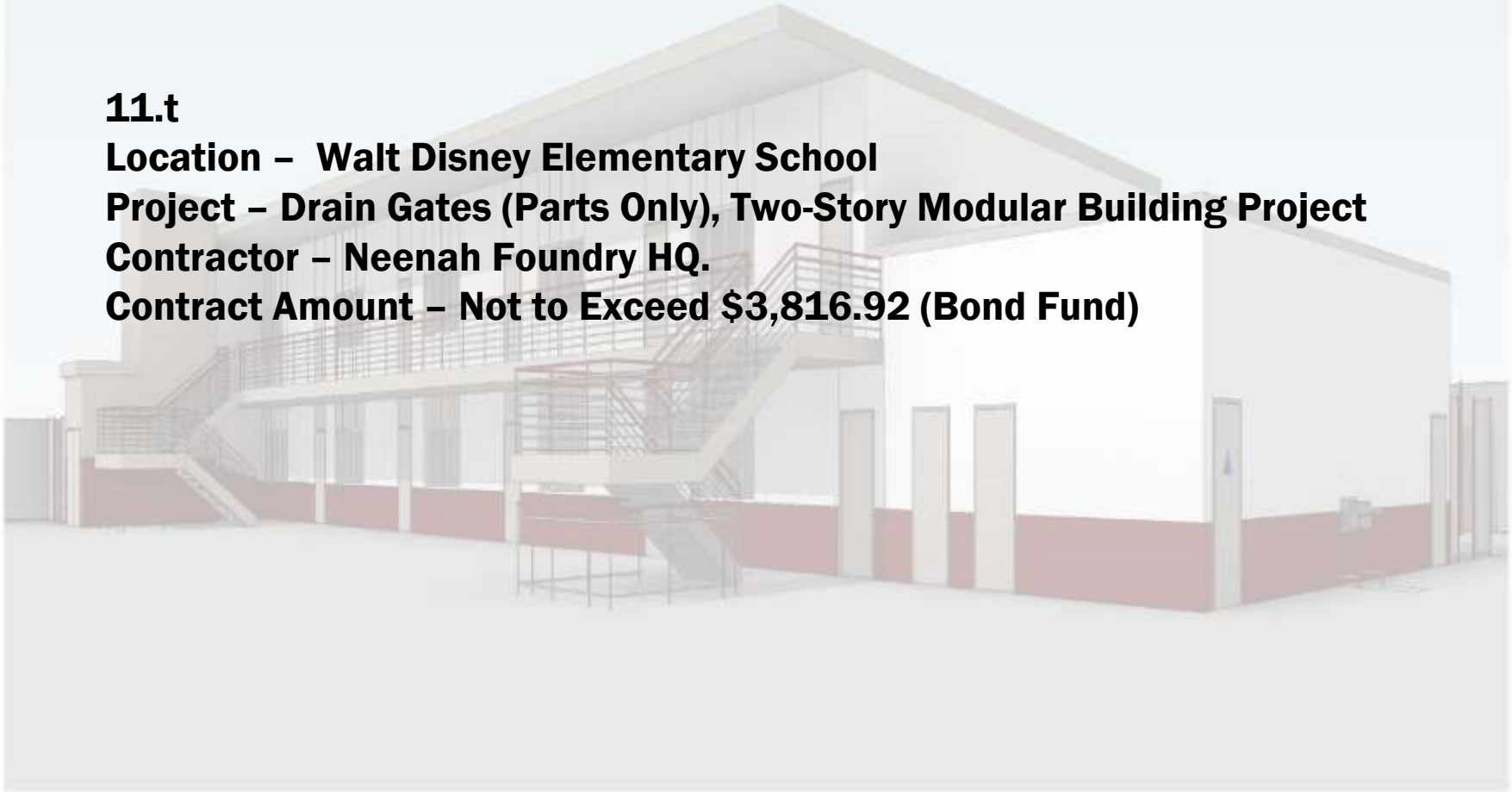
Award of Contract - Facilities

11.q
Location – Bret Harte Elementary School
Project – Site Prep and Installation of Rubber Surfacing
Contractor – Dave Bang Associates Inc.
Contract Amount – Not to Exceed $128,566.64 (Bond Fund)



Ratification of Purchase - Facilities

11.t
Location – Walt Disney Elementary School
Project – Drain Gates (Parts Only), Two-Story Modular Building Project
Contractor – Neenah Foundry HQ.
Contract Amount – Not to Exceed $3,816.92 (Bond Fund)



Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: John M. Paramo, Assistant Superintendent, Educational Services

PREPARED BY: John M. Paramo, Assistant Superintendent, Educational Services

SUBMITTED BY: Laura Erisman, Administrative Secretary

DATE: August 5, 2021

SUBJECT: Approval of Amended Class Schedule for Dolores Huerta Middle School

---

Background:

At Dolores Huerta Middle School, for more than 15 years, the school has had a rotating schedule in which the first period does not rotate and a Sustained Silent Reading (SSR) time after lunch. During staff meetings and leadership meetings, discussions began about changing the silent reading time to something more meaningful. Teachers were frustrated with the silent reading time because many students do not bring books and they felt it was a waste of time. After this past year in the pandemic, our teachers see the need for more dedicated time for social/emotional learning and would like to replace SSR with and an Advisory Period.

While discussing where to have the Advisory period during the day, staff asked if we could revise the rotating bell schedule to align with the same schedule that Luther and Muir both have; one in which period one also rotates throughout the week. The original reason that DHMS had a stable period one was for NPS students who needed a school in which to be dual enrolled. Tami Schiern explained that this is now so uncommon that she cannot see a reason to continue the practice.

Discussion/Issues

During the staff meeting on May 14, 2021, the staff reviewed curriculum from Project Wayfinder to use during an Advisory period. Project Wayfinder was piloted by Burbank High School and has a social emotional learning curriculum for grade 6 – 9, which was well received by the DHMS teachers. Several options were presented for times of day for the Advisory period and it was during this discussion that the question about our rotating schedule was raised. The vote on Advisory period was tabled until resolution could be reached on the bell schedule.

After permission was given to revisit the rotating schedule, an electronic vote was held among all of the staff (certificated and classified) between the two schedules in the table below. There were 61 responses to the electronic vote and 66% of the staff voted to change to a fully rotating schedule.

	Current Schedule	Fully Rotating Schedule
Monday	1-2-N-3-4-L-5-6	1-2-N-3-4-L-5-6
Tuesday	1-6-N-2-3-L-4-5	2-3-N-4-5-L-6-1
Wednesday	1-5-N-6-2-L-3-4	3-4-N-5-6-L-1-2
Thursday	1-4-N-5-6-L-1-2	4-5-N-6-1-L-2-3
Friday	1-3-N-4-5-L-6-2	5-6-N-1-2-L-3-4

Recommended Bell Schedule:

Advisory:	8:00am – 8:25am (25)
Period 1:	8:30am – 9:22am (52)
Period 2:	9:27am – 10:19am (52)
Nutrition:	10:19am – 10:32am (13)
Period 3:	10:37am – 11:29am (52)
Period 4:	11:34am – 12:26pm (52)
Lunch:	12:26pm – 1:06pm (40)
Period 5:	1:11pm – 2:03pm (52)
Period 6	2:09pm – 3:00pm (52)

Next the staff was given a week to add to a Google shared document about the pros and cons of Advisory period at different times of the day. A follow up electronic vote was taken and more than 70% of the staff wanted a morning Advisory period, similar to Luther.

During June, the Dolores Huerta BTA representative, Jennifer Meglemre, Principal, Dolores Huerta Middle School and I met with the BTA lead negotiator to review the request and construct an MOU for the BTA membership at DHMS to vote on. An electronic vote was sent out by BTA with the MOU on July 26th and closed on July 30th.

In addition, Jennifer Meglemre met with the PTSA Executive Board to discuss the idea of the change to the rotating schedule and the addition of the Advisory period. The Executive Board was overwhelmingly in favor of both changes and followed up with the entire parent community by holding a Zoom evening meeting to address questions and concerns from the community. A recording of the meeting and a list of Frequently Asked Questions is posted on the Dolores Huerta Middle School website under the School Info Tab – Advisory Period (https://www.burbankusd.org/domain/1551).

Fiscal Impact:

None

Recommendations:

John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the amended class schedule for Dolores Huerta Middle School, effective August 16, 2021, as presented.

Amended Class Schedule
Dolores Huerta Middle School

August 5, 2021

Presented by Jennifer Meglemre

Purpose of Advisory Period

Now more than ever, students need social and emotional support. The best way we can provide this is through intentional, structured support that is scheduled during the day.

Advisory allows students to a create meaningful relationship with one adult at the school. Advisory groups will stay together with the same teacher for all three years.

Groups will be smaller than the typical class size and students will develop strong relationships with their peers and advisory teacher.

The focus will be to increase the sense of belonging and connectedness.

How is it structured?

Every teacher and administrator will be assigned an advisory group. Therefore, advisory groups will run at approximately 20 students.

The staff of DHMS voted to replace SSR with an Advisory period.

The advisory period will be 25 minutes.

The staff voted to place Advisory period at the beginning of the day so that students have a home base.

We purchased curriculum called Project Wayfinder for Advisory using a combination of Learning Loss funds and Title 1 site funds.

Advisory Curriculum

Unlike much of the SEL curriculum that has been developed for elementary with middle school was an add-on, Project Wayfinder was first designed for high school and has a component for middle school called Belonging.

Project Wayfinder has been piloted by Burbank High teachers.

Year 1- Self: Building meaningful relationships with ourselves. Lessons include building community, storytelling, developing good habits, investigating emotions and dealing with pressure.

Scheduling Changes

Current Schedule

Period 1:	8:00am - 8:57am (57)
Period 2:	9:02am - 9:55am (53)
Nutrition:	9:55am - 10:08am (13)
Period 3:	10:13am - 11:06am (53)
Period 4:	11:11am - 12:04pm (53)
Lunch:	12:04pm - 12:44pm (40)
SSR:	12:49pm - 1:09pm (20)
Period 5:	1:09pm - 2:02pm (53)
Period 6:	2:07pm - 3:00pm (53)

Beginning of the day

Advisory:	8:00am - 8:25am (25)
Period 1:	8:30am - 9:22am (52)
Period 2:	9:27am - 10:19am (52)
Nutrition:	10:19am - 10:32 am (13)
Period 3:	10:37am - 11:29am (52)
Period 4:	11:34am - 12:26pm (52)
Lunch:	12:26pm - 1:06pm (40)
Period 5:	1:11pm - 2:03pm (52)
Period 6:	2:08pm - 3:00pm (52)

Additional Discussion about Schedule

During the staff discussions about Advisory, teachers asked if we could change our rotating schedule to match the ones at Luther and Muir.

At DHMS, our classes rotate, with the exception of period 1. The staff voted to change to a full rotating schedule.

New Rotation:

Mon:	(A) 1 - 2 - 3 - 4 - 5 - 6
Tues:	2 - 3 - 4 - 5 - 6 - 1
Wed:	(A) 3 - 4 - 5 - 6 - 1 - 2
Thurs:	(A) 4 - 5 - 6 - 1 - 2 - 3
Fri:	(A) 5 - 6- -1 - 2 - 3 - 4

Building Consensus

The staff at DHMS is excited about the schedule change and the switch from SSR to Advisory. We met with BTA leadership and an MOU was voted on at the end of July.

A special Zoom meeting was held for parents to share information about the changes and to answer questions that were submitted beforehand. The response from all stakeholders has been overwhelmingly positive. A recording of this meeting and the FAQ document is still on the Dolores Huerta website.

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:	August 5, 2021
SUBJECT:	Approval of Agreement Between Burbank Unified School District and Facing History and Ourselves

---

Background:

Facing History is an international organization that provides professional development services and curricular resources to educators in the areas of history, social studies, and language arts, with a particular focus on bringing ethical and moral philosophy to the study and discussion of these areas of study.

District-Wide Goals for 2021-2022:

3.2 Implement professional development focused on Diversity, Equity, and Inclusion.

Discussion and Issues:

The District is committed to continued work in the area of Diversity, Equity and Inclusion as evidenced by its anti-racist statement and Board Goals. In order to establish a baseline of education and knowledge among District staff, a major component of the work is professional development. The first District-wide professional development will be provided by Facing History and Ourselves. This organization has already worked with the principals at the Principals' Institute in June and with Monterey High School during the 2020-2021 school year. Facing History will provide professional development in the pre-service week on August 10-11, 2021, and four additional times throughout the school year. In addition, there will be a training for site representatives on October 6-7, 2021.

The key components of the training include:

- All Burbank faculty to be able to focus on creating a reflective and brave space for an adult learning journey, developing critical consciousness.
- Implementation and support of "*Teaching for Equity and Justice*" module across the school year.
- Replicate experience consistent with that of the Principals' Institute.

The four sessions throughout the school year will include the following topics:

- History of Race and Racism
- Understanding and Mitigating Bias
- Disrupting Single Narratives and Shifting Mindsets
- Building Educator Efficacy and Student Agency

Fiscal Impact:

The total cost of the program is up to $120,000. The cost will be split funded by the Local Control Accountability Plan and the In-Person Instruction Grant. The District is committed to the first $100,000 of the program but will reassess the availability of the additional $20,000 in December 2021. If the District is unable to allocate the additional $20,000, the last two sessions may be omitted.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Facing History and Ourselves, effective August 10, 2021 through August 31, 2022, not to exceed $120,000 (up to $60,000 LCAP Professional Development - 01.0-01500.0-00000-21400-5810-7422040 and up to $60,000 In-Person Instruction Grant Professional Development - 01.0-74220.0-11100-10000-5810-7429000) and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

THIS SERVICES AGREEMENT (the "Agreement") by and between **Facing History and Ourselves, Inc.**, a Massachusetts corporation ("Facing History") and **Burbank USD** (the "Counterparty" and together with Facing History, the "Parties") is dated as of the 5th day of August, 2021.

BACKGROUND

WHEREAS, Facing History is an international organization that provides professional development services and curricular resources to educators in the areas of history, social studies, and language arts, with a particular focus on bringing ethical and moral philosophy to the study and discussion of these areas of study;

WHEREAS, in the course of its dealings, Facing History works with third parties like Counterparty to, among other things, produce content and raise funds for specific projects undertaken by Facing History, or to which Facing History provides curriculum materials, expertise or other resources or support;

WHEREAS, the Parties have identified a specific opportunity, more particularly described on Schedule I attached hereto (the "Project"), to support mutual interests through the provision of services to one another; and

WHEREAS, the Parties wish to confirm in writing the agreed upon terms of their relationship as it relates to such opportunity.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

Section 1. **Services**. In connection with the Project, Facing History hereby agrees to provide the following services (the "Facing History Services") to Counterparty on or before the dates indicated, as detailed in the Statement of Work attached hereto as Schedule I:

1.1.1 Foundation. Professional development for all Counterparty's faculty, across all of its campuses and to be delivered remotely on August 10-11, 2021, or such other time as mutually agreed to by the Parties;

1.1.2 Building Site Capacity. In-depth "*Teaching for Equity and Justice*" training for two (2) to three (3) participants per school site, beginning with October 6-7, 2021 workshop and continuing through the 2021-22 school year to act as site moderators, at mutually agreed upon times; and

1.1.3 Modules. Four (4) "*Teaching for Equity and Justice*" modules to be delivered remotely in 90-minute sessions as scheduled with the district at mutually agreed upon times, with two (2) sessions for each grade level span in each semester of the 2021-22 school year, all of which to be completed by June 30, 2022.

Section 2. Compensation.

2.1 Upon completion and delivery of the Facing History Services, Counterparty shall pay to Facing History all amounts appearing on Facing History's invoice within fifteen (15) days of receipt of the invoice. The Parties mutually agree that Facing History's invoice shall not exceed **$120,000**, unless otherwise agreed upon in writing by the Parties.

2.2 While it is the intention of the Counterparty and Facing History to fulfill all elements of the Statement of Work as outlined in Schedule I, at this time, the Counterparty has secured funds for $100,000 worth of the Facing History Services. By December 31, 2021, the Counterparty will notify Facing History if the additional $20,000 worth of funds will be available. In the event that the additional funding has not been secured, the Statement to Work will be adjusted accordingly and the Parties will update Schedule I.

Section 3. Relationship of the Parties.

3.1 In connection with the Facing History Services, each Party is acting as an independent contractor to the other, and this Agreement is not intended to nor does it create any employer-employee relationship, nor shall this Agreement be construed as creating any joint venture or partnership between Facing History and Counterparty. Nothing in this Agreement shall be construed as granting a Party any right to control or direct the other Party's performance under this Agreement.

3.2 Each Party shall be responsible for all its applicable respective federal, state and other taxes related to such Party's compensation under the Agreement, and neither Party shall withhold or pay such taxes on behalf of the other Party.

3.3 Notwithstanding anything to the contrary herein, the Parties hereby acknowledge and agree that a Party receiving the Facing History Services hereunder shall have no right to control the manner, means, or method by which the Party providing the Facing History Services performs such services. Rather, each Party shall be entitled only to direct the other Party with respect to the elements of the Facing History services to be performed and to review and assess the performance of such services for the limited purposes of assuring that such Services have been performed in a reasonable and satisfactory manner.

Section 4. Term of Agreement.

4.1 The term of this Agreement shall commence on August 5, 2021 and shall continue until all Facing History Services have been rendered in full or until June 30, 2022, whichever occurs first, provided, that the Agreement may be terminated earlier pursuant to Section 4.

4.2 This Agreement may be terminated by either Party upon twenty (20) days prior written notice if the other Party breaches any material term hereof and the breaching Party fails to cure such breach within twenty (20) days upon receiving notice of the breach from the nonbreaching Party. In addition, Facing History may terminate the Agreement immediately upon written notice to the Counterparty if any determination by Facing History, made in its sole and absolute discretion, that Facing History's mission would not be served or its reputation or brand threatened by continued performance under the Agreement. Counterparty expressly agrees to this Section 4.2 and acknowledges that it represents a material term of the bargain of the Parties hereunder.

4.3 Upon the termination or expiration of the Agreement for any reason, each Party shall promptly return to the other Party all data, records, or materials of whatever nature or kind to the extent the same are in the possession or control of such Party's materials, provided, that to the extent any materials thereof are in electronic form, then reasonable efforts shall be used to delete or destroy the same. The Parties may keep copies of documentation that are retained automatically as part of the receiving Party's usual and customary computer backup procedures, provided that such backup copies are not readily accessible to the receiving Party's personnel and the information is secured using at least the same degree of care the receiving Party uses to protect its own confidential information. Each Party shall also furnish to the other Party with all work in progress or portions thereof, including all incomplete work.

4.4 Within 15 days of termination or expiration of this Agreement for any reason, where applicable, Facing History shall submit to Counterparty an itemized invoice for any fees accrued under the Agreement through the date of termination. Payment shall be due within 15 days of receipt of such invoice.

Section 5. Rights in Works.

5.1 Facing History shall own, solely and exclusively, all right, title, and interest, including all copyrights, trademark, patents and any other intellectual property rights ("IP Rights"), in and to any and all deliverables or other content created in whole or in part, in connection with the Project, including but not limited to any and all teacher resource materials (such deliverables and content, collectively, the "Works"). To the extent that any

IP Rights in the Works do not vest in Facing History automatically upon their creation, Counterparty hereby assigns such IP Rights to Facing History, and Counterparty agrees to promptly execute any documents of assignment or registration of copyright, trademark, and/or patent requested by Facing History, without any payment of additional compensation. Facing History grants Counterparty permission to use the Works only in connection with the Project and only for so long as this Agreement is in effect. Counterparty may use the Works after the termination or expiration of this Agreement only upon Facing History's prior written consent. The Counterparty shall ensure that all Works are marked with Facing History's copyright or other proprietary notices as directed by Facing History and shall take all actions deemed necessary by Facing History to perfect Facing History's rights therein.

5.2 All rights, titles and interests in and to any programs, systems, data, and materials furnished to Counterparty by Facing History, are and shall remain the sole and exclusive property of Facing History.

5.3 The Parties acknowledge that Facing History's IP Rights in the Works as set forth herein may be subject to the pre-existing IP Rights of third parties ("Third Party Rights"). Nothing contained herein shall alter the pre-existing IP Rights of any such third parties. Facing History makes no representation or warranty whatsoever, whether under this Agreement or otherwise, regarding any such Third Party Rights.

Section 6. Proprietary Information.

6.1 Counterparty acknowledges that in order for Facing History to perform the Facing History Services, it may be necessary for Facing History to disclose to Counterparty certain confidential and/or Proprietary Information that has been developed by Facing History at its great expense and that has required considerable effort of skilled professionals. Counterparty further acknowledges that the Works and/or Facing History Services may incorporate such confidential and/or Proprietary Information. Counterparty acknowledges and agrees that it may use such Proprietary Information only in connection with the Project and pursuant to the terms and conditions in this Agreement. Counterparty further agrees that it shall not disclose, transfer, use, copy, or allow access to any such Proprietary Information to any employees or to any third parties, except for those who have a need to know such Proprietary Information in order to accomplish the requirements of the Agreement and who are bound by contractual obligations of confidentiality and limitation as stringent as though contained in this Agreement..

6.2 The Parties agree that the loss, or unauthorized use, access, or disclosure of Facing History's Proprietary Information will cause irreparable damage to Facing History and, in addition to all other remedies available at law or in equity, Facing History will have the

right to seek equitable and injunctive relief and to recover the amount of damages (including reasonable attorneys' fees and expenses) incurred in connection with that loss use, access or disclosure without the posting of any bond. Counterparty will be liable under the Agreement to Facing History for any loss, or use, access or disclosure in violation of this Section by Counterparty, its affiliates, or their respective personnel, agents, subcontractors, attorneys, accountants, or other advisors.

6.3 As used herein, the term "Proprietary Information" shall mean any and all business, data, personal information, company information, financial information, designs, processes, procedures, improvements, or any other confidential or proprietary information of Facing History.

Section 7. Additional Terms and Conditions.

7.1 The Parties hereby agree to the applicability of the additional terms and conditions set forth on Exhibit A hereto, and the Project-specific terms and conditions set forth on Schedule I and Schedule II hereto, each of which shall be incorporated into this Agreement by reference.

[signature page follows]

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed as of the date first written above.

FACING HISTORY AND OURSELVES, INC.

By: _____
Name:
Title:

BURBANK USD

By: _____
Name:
Title:

Schedule I

Statement of Work

Goal of work:

- Bring "*Teaching for Equity and Justice*" module to all Burbank USD faculty.
- "*Teaching for Equity and Justice*" module is about creating an adult mindset shift. (See details about "*Teaching for Equity and Justice*" module attached hereto in Schedule II.)

Key components for Burbank USD ("Burbank") include:

- All Burbank faculty to be able to focus on creating a reflective and brave space for an adult learning journey, developing critical consciousness.
- Implementation and support of "*Teaching for Equity and Justice*" module across the school year.
- Replicate experience consistent with that of the Principals' Institute.

Three phases of Services:

1. Start by building a foundation in August, 2021.
2. Grow capacity for school site work.
3. In-depth exploration of "*Teaching for Equity and Justice*" across the school year.

Foundation:

- **Delivery Time**: August 11, 2021 at 8:30-11:30am.
- **Capacity**: All faculty to attend across 19 school sites. For sites with more than 35 faculty members, faculty will break into smaller classroom groups of about 25 with one audio/video connection per room.
- **Delivery Method**: Facing History will lead this professional development remotely for all faculty simultaneously. The focus will be on creating a reflective, brave space for an adult learning journey, developing critical consciousness.
- **Preparation**: To support the smooth running of this simultaneous learning experience, a detailed agenda and discussion prompts will be provided in advance to support site-by-site experience. An advance call will be held with site guides on August 10, 2021. Recommended reading/viewing and any pre-assessments will be provided for all faculty to complete on August 10, 2021.

Grow capacity for school site work: A critical component critical to the services is the ability to support the discussions being held at the school site level within each stage of the experience. In order to support the transformational experience that can shift adult mindsets, while training 700 faculty members at once, the following components will be

included to build an integral and sustaining infrastructure:

- **Site "Moderators" to support and communicate regularly with Facing History Staff:**
  - 2-3 identified site moderators per school site / classroom breakout.
  - These individuals will be provided additional training with the "*Teaching Equity and Justice*" module in advance of the rest of the faculty in order to support the services by joining the October 6-7, 2021 scheduled workshop by Facing History. A third day of the workshop, specific to Burbank, to be scheduled according to district and Facing History availability.
  - These individuals will meet with Facing History staff before each 90-minute session to build in-room moderation/support for the all-faculty sessions.
- **Incorporate robust formative assessment:**
  - Provide all faculty with the opportunity to share responses/questions directly to Facing History staff.
  - Facing History to use this feedback to guide any necessary adaptations for all-faculty sessions.
  - District to provide emails for this direct communication in order to support the services.
- **"*Teaching for Equity and Justice*" Year Plan:**
  - Four 90-minute sessions.
  - All school faculty to participate in meetings at each applicable school site.
  - Exact dates to be mutually set by district and Facing History. Trainings may include repeating each session three times (one for elementary faculties, one for middle school faculties, and one for high school faculties).
  - Sessions to include:
    - History of Race, Racism and Educational Inequity.
    - Understanding and Mitigating Bias.
    - Disrupting Single Narratives and Shifting Mindsets.
    - Building Educator Efficacy and Student Agency.

Schedule II

Teaching for Equity and Justice

Facing History has developed a four-module series that helps teachers dive deeper into the historical roots of racism, critical self-reflection in an adult-learning environment, and the practical implementation of shifting teaching practices to be attentive to issues of equity, race, and cultural competence.

When school leaders, teachers, and other adults in the building get the full four-module experience, they are collectively prepared to engage in school equity work that impacts all engagements with students and the community. This adult training along with classroom implementation, creates the whole school culture shift towards more equitable student-centered engagements, practices, and school policies.

Facing History's *Teaching for Equity and Justice* approach is built on the following four pillars:

Pillar 1: Exploring the History of Race and Academic Identity:
Understanding the history of marginalization in schooling

Pillar 2: Teacher Effectiveness:
Increasing teachers' self-efficacy, cultural awareness, and best practices for working with marginalized students

Pillar 3: Student Engagement:
Improving students' academic engagement, motivation, and sense of civic responsibility and agency.

Pillar 4: Whole School Culture and Climate:
Creating school culture and practices aimed at more equitable treatment and outcomes

This series is delivered across interactive sessions designed to provide participants with the mindset and teaching practices necessary to be effective when working in urban communities and schools. Participants will be introduced to pedagogical strategies that challenge "the pedagogy of poverty," which is too often the norm when people from diverse backgrounds teach in unfamiliar urban communities and classrooms. During these sessions, Facing History staff will model effective strategies and use several print and audio-visual resources to challenge deficit model pedagogical practices that hinder student

engagement by reinforcing cultural boundaries. Participants will be invited to explore what is possible when expectations are high and cultural boundaries are deconstructed.

For clarity, these components are identified as four modules. However, they can be adapted to different timeframes depending on available schedules for the school/district.

Module 1: Cultivating a Space for Social, Emotional, and Academic Development

Module 1 introduces Facing History while also exploring what it means to create classrooms and schools that are committed to justice and equity. Participants will explore Facing History's foundational frameworks: the scope and sequence, the pedagogical triangle, and fostering a reflective classroom while making explicit connections to equity-based approaches such as student-centered learning, empathy development, and student civic agency. Participants will explore key principles of school equity. Threaded throughout this module will be the opportunity for educators to explore their own individual identities in the context of their particular school.

- **Essential Questions:**
  - What is Facing History? What is Facing History's approach to equity?
  - What classroom and school climate best supports equity work? How do we create such a climate?
  - What is the connection between educator identity and teaching for equity?
  - How do we begin to define equity in schools?
  - Where do we go from here?

Module 2: History, Race, and Educational Inequity

This module sets the historical context for issues of educational inequity. The module is ultimately designed to build a foundational understanding of the "dominant narrative" or "whiteness" as a social construct that shaped the way we view intelligence and schooling. While it is not a comprehensive exploration of eugenics, it does set a historical foundation that gives educators a more cognitive understanding of the construct of race, the roots of IQ testing, the racialization of academic identity and the resulting achievement gap. This session is a critical precursor to establishing mindsets for teaching for equity and justice.

- **Essential Questions:**

- How do we have safe but brave conversations about race?
- How and why did the concept of race take root in colonial America? What are the legacies of the construct of race and its connection to intelligence?

Module 3: Developing Mindsets for Equity-based Work

Module 3 is designed to cultivate mindsets and dispositions for working with students who have been most impacted by inequity in and out of schools. Educators are invited to consider what it means to develop mindsets that are in the interest of equity and justice in schools. If one is to engage in more equitable practices, one must be intentional about challenging the legacies of a long-held narrative that supports the notion that some children are innately intellectually inferior. In this session educators will explore why they teach and make connections to their "why" and equity. They will also explore how the historical narratives of racial inferiority have led to some troubling and dangerous single stories about certain student's academic identities. The session is about how to develop mindsets that expose our blind spots and challenge the myths.

- **Essential Questions:**
  - Why do you teach? What are the connections to equity?
  - What are the single narratives associated with your students?
  - How do those narratives "fit" the dominant narrative?
  - How do you resist the troubling narratives placed on some of your students?

Module 4: Facing History and Ourselves and Culturally Responsive Teaching

Module 4 is about *Culturally Responsive Teaching* and how Facing History's approach helps educators practice the key elements of *Culturally Responsive Teaching*. Facing History's core approaches to teaching and learning are clearly aligned with *Culturally Responsive Teaching*. *Culturally Responsive Teaching* is not merely about teaching from the context of culture, but it's about combating systemic inequity through student-centered learning environments and practices. This is the essence of Facing history. In a Facing History classroom, students' identity and voice come to the forefront as they become curators of their own cultures. Students make their connections to what's being taught rather than educators making assumptions about where the students' cultural connections will be. Facing History's approach to *Culturally Responsive Teaching* is not about reinforcing cultural stereotypes. It's more about creating content grounded learning journeys that allow for student reflection, critical thinking, and self-discovery.

- **<u>Essential Questions</u>:**
    - What is culture? Where does it intersect with race? Where is the tension between student, teacher, and school culture?
    - Why become "critically conscious" around culture?
    - What are the mindsets of culturally responsive educators?
    - What does *Culturally Responsive Teaching* look like in a Facing History classroom?
    - What is at stake for teachers and students?

Exhibit A

Additional Terms and Conditions

A. Display of Works; Publicity; Use of Marks

1. Counterparty shall not exhibit or display any Works without the prior written permission of Facing History as to form, content and attribution, which Facing History may grant or withhold in its sole discretion. To the extent that Facing History shall hereafter permit any such exhibition or display, Facing History shall have the right to establish such additional terms and conditions of usage as Facing History shall require (including, without limitation, as to Third Party Rights) and revoke such permission by written notice to Counterparty, in each case in Facing History's sole discretion. Upon any such revocation, Counterparty shall immediately cease using such Works in such manner.

2. Counterparty shall not at any time use Facing History's name or any Facing History trademark(s) or trade name(s) (collectively, "Marks") in any advertising, publicity or other materials without the prior written consent of Facing History, which Facing History may grant or withhold in its sole discretion. To the extent that Facing History shall grant permission for Counterparty to use any Marks, Facing History shall have the right to establish such additional terms and conditions of usage as Facing History shall require and revoke such permission by written notice to Counterparty, in each case in Facing History's sole discretion. Upon any such revocation, Counterparty shall immediately cease using such Marks.

B. Limitation of Liability.

1. Counterparty shall defend and indemnify and hold Facing History, its respective officers, directors, employees, agents, shareholders, customers, clients, successors and assigns, harmless from and against all losses, liabilities, damages, costs and expenses (including reasonable attorneys' fees and amounts paid in settlement) based on, arising out of, or otherwise in connection with: (a) Counterparty's breach of the confidentiality and Proprietary Information provisions in the Agreement and any representation, warranty, or obligation under the Agreement and (b) the negligent or wrongful acts or omissions of Counterparty, its agents or subcontractors.

2. Facing History shall not be liable to Counterparty for any failure or delay caused by events beyond Facing History's control, including, without limitation, Counterparty's failure to furnish necessary information, sabotage, failure or delays in transportation or communication, failures or substitutions of equipment, labor disputes, accidents, shortages of labor, fuel, raw materials or equipment, or technical failures. In no event shall Facing

History's aggregate liability under the Agreement and/or in connection with Facing History's performance of the Facing History Services exceed amounts actually paid to Facing History by Counterparty pursuant to the Agreement. Under no circumstance shall any officer, director, trustee, employee or member of either Party be personally liable for any matter under the Agreement. Under no circumstances shall either Party be liable to the other hereunder for any consequential, special or punitive damages.

C. Miscellaneous.

1. Each party represents and warrants that (i) the person signing the Agreement on behalf of such Party has been duly authorized by all necessary action to do so, (ii) such Party has the full authority to enter into and perform its obligations under the Agreement and (iii) no consent of any third party is required as a condition of the representing Party's execution, delivery and performance of the Agreement. Each natural person signing this Agreement represents and warrants that he or she is duly authorized to do so.

2. Neither Party shall assign, transfer, or subcontract the Agreement or any of its rights or obligations hereunder without the prior written consent of the other party; provided, however, that Facing History may assign its right to receive payments hereunder to such third party as Facing History may designate by written notice to Counterparty. Any unauthorized assignment, transfer or subcontract shall be considered null, void and of no legal effect.

3. The Agreement shall be governed and construed in all respects in accordance with the laws of the Commonwealth of Massachusetts without regard to its conflict of law rules.

4. Sections 5, 6 and 7 of the Agreement shall survive termination of the Agreement.

5. All remedies available to either Party for one or more breaches by the other Party are and shall be deemed cumulative and may be exercised separately or concurrently without waiver of any other remedies. The failure of either Party to act in a breach of the Agreement by the other shall not be deemed a waiver of such breach or a waiver of future breaches, unless such waiver shall be in writing and signed by the Party against whom enforcement is sought.

6. All notices required or permitted hereunder shall be in writing addressed to the respective parties as set forth herein and shall be delivered by hand, by certified mail, return receipt requested, or by Federal Express (or another nationally prominent express courier providing for signed receipt of delivery to the following addresses (or such other address or addresses as a party shall designate by like notice):

Facing History: 16 Hurd Street
Brookline, MA 02445
Attention: _____

Counterparty: _____
_____
_____
_____

7. This Agreement, including Schedule I, Schedule II and Exhibit A, constitutes the entire agreement of the Parties with respect to the subject matter discussed herein and supersedes all prior representations, proposals, discussions, and communications, whether oral or in writing. This Agreement may be modified only in writing and shall be enforceable in accordance with its terms when signed by the party sought to be bound.

8. If either Party brings an action at law or in equity to enforce or interpret the Agreement, the prevailing party in such action shall be entitled to recover reasonable attorney's fees and court costs, in addition to any other remedy granted.

9. Each Party shall be deemed to have participated fully in the drafting and negotiation of this Agreement.

10. The Agreement, executed in multiple counterparts, is to take effect as a sealed instrument, sets forth the entire contract between the parties, is binding upon and inures to the benefit of the parties hereto and their respective successors and assigns, and may be cancelled, modified or amended only by a written instrument executed by both parties. If any provision of the Agreement is found to be invalid or unenforceable to any extent, then the invalid portion shall be deemed conformed to the minimum requirements of law to the extent possible and all other provisions of the Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

[END OF EXHIBIT]

Burbank Unified School District
Instructional Services

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:	August 5, 2021
SUBJECT:	Approval of Selected Board Policies and Administrative Regulations: BP/AR 6158: Independent Study

---

Background:

The Board of Education began the process of comprehensive review and revision of the entire Board Policies and Administrative Regulation Manual, contracting with the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), beginning in December 2005. CSBA – GAMUT provided consultation and facilitated the policy revision process. The District's continuing agreement with CSBA – GAMUT provides for suggested policy periodically throughout each calendar year.

On July 9, 2021, Gov. Gavin Newsom signed the Education Budget Trailer bill, Assembly Bill 130, which contains several revisions to the Education Code provisions regarding independent study. Because it is a trailer bill, AB 130 became effective immediately. CSBA issued the attached update to Board Policy and Administrative Regulation 6158 – Independent Study so that local school districts can adopt them to comply with AB 130. The update includes all statutory requirements for independent study programs.

CSBA also recommends that districts delete Board Policy 6157 - Distance Learning - due to expiration of emergency legislation that temporarily waived apportionment requirements to permit distance learning for the 2020-2021 school year.

Discussion/Issues:

Copies of revised policies and administrative regulations will not be duplicated for general distribution. Copies may be obtained by contacting the Superintendent's Office at (818) 729-4422 or via e-mail at: KimberleyClark@burbankusd.org

Fiscal Impact:

None

Recommendation:

Matt Hill, Superintendent, recommends that the Board of Education approve the proposed revision of selected Board Policies and Administrative Regulations from the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), as presented.

CSBA POLICY GUIDE SHEET
July 2021

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

DELETE - Board Policy 6157 - Distance Learning

Policy deleted due to expiration of emergency legislation that temporarily waived apportionment requirements to permit distance learning for the 2020-2021 school year.

Board Policy 6158 - Independent Study

Policy updated to reflect **NEW LAW (AB 130, 2021)** which requires all districts, for the 2021-22 school year, to offer independent study to meet the educational needs of students unless a waiver is obtained and to adopt policy with specified components in order to generate apportionment for independent study. Policy updates the minimum period of time permitted for independent study to be three consecutive school days, requires an evaluation to determine if the student should continue in independent study if the student fails to make satisfactory educational progress, and requires that content be aligned to grade level standards including the requirement for high schools to offer access to all courses offered by the district for graduation and approved as creditable for A-G admission criteria. Policy also updated to include the requirement for live interaction and/or synchronous instruction based on grade level, tiered reengagement strategies for students not generating attendance for a specified period of time, expeditious transition for students whose families wish to return to in-person instruction, notice to parents/guardians of specified information, the provision of a student-parent-educator conference, upon request, prior to enrollment and/or disenrollment, and the keeping of additional records including documentation of each student's participation in live interaction and synchronous instruction on each school day, as applicable. Policy updated to include material formerly in the AR regarding requirements for independent study and written agreements as well as new requirements regarding the same, including that written agreements must include a detailed statement of academic and other supports that will be provided to address the needs of particular students, that the agreement may be signed electronically as specified, and that, for the 2021-22 school year, the written agreement must be signed no later than 30 days after the first day of instruction. Policy updated to include material formerly in the AR regarding course-based independent study and to generally align the requirements of course-based independent study with the requirements for general independent study.

Administrative Regulation 6158 - Independent Study

Regulation updated to reflect **NEW LAW (AB 130, 2021)** which includes, adding definitions for "live interaction," "student-parent-educator conference" and "synchronous instruction," the requirement for all districts for the 2021-22 school year to offer independent study to meet the educational needs of students unless the district has obtained a waiver, that independent study may be offered to students whose health would be put at risk by in-person instruction as determined by the parent/guardian, the assurance of access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work, and the documentation of each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable. Material regarding requirements for independent study, written agreements and course-based independent study moved to BP.

INDEPENDENT STUDY

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

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

(cf. 0420.4 - Charter School Authorization)
(cf. 6181 - Alternative Schools/Programs of Choice)

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

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

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

General Independent Study Requirements

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

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

(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)

INDEPENDENT STUDY (continued)

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6200 - Adult Education)

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

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

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060

2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments

3. Learning required concepts, as determined by the supervising teacher

4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

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

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

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction

INDEPENDENT STUDY (continued)

2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction

3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

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

1. Verification of current contact information for each enrolled student

2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation

3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

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

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

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

INDEPENDENT STUDY (continued)

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

Master Agreement

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

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

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

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

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress

2. The objectives and methods of study for the student's work and the methods used to evaluate that work

3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study

5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year

INDEPENDENT STUDY (continued)

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

7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

8. A statement that independent study is an optional educational alternative in which no student may be required to participate

9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

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

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

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

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

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

INDEPENDENT STUDY (continued)

Course-Based Independent Study

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

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6

2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.

(cf. 4112.2 - Certification)

3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.

4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1**,** 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.

5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other

INDEPENDENT STUDY (continued)

indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

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

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

(cf. 5125 - Student Records)

6. Examinations shall be administered by a proctor.

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

(cf. 6162.51 - State Academic Achievement Tests)

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

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

INDEPENDENT STUDY (continued)

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

(cf. 6111 - School Calendar)
(cf. 6112 - School Day)

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

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

(cf. 3260 - Fees and Charges)

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

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

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

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

Learning Agreement for Course-Based Independent Study

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

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5

INDEPENDENT STUDY (continued)

2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above

3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years

4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program

5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

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

8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.

9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.

10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.

INDEPENDENT STUDY (continued)

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

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

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

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

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

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

Student-Parent-Educator Conferences

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

Records for Audit Purposes

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

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

INDEPENDENT STUDY (continued)

2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education

3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher

4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)

6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

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

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

(cf. 3580 - District Records)

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

INDEPENDENT STUDY (continued)

Program Evaluation

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

(cf. 0500 - Accountability)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.5 - Student Assessment)

Legal Reference: (see next page)

INDEPENDENT STUDY (continued)

Legal Reference:

EDUCATION CODE
17289 Exemption for facilities
41020 Audit guidelines
41976.2 Independent study programs; adult education funding
42238 Revenue limits
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
46390-46393 Emergency average daily attendance
46600 Interdistrict attendance computation
47612-47612.1 Charter school operation
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
52060 Local control and accountability plan
52522 Adult education alternative instructional delivery
52523 Adult education as supplement to high school curriculum; criteria
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice
FAMILY CODE
6550-6552 Authorization affidavits
CODE OF REGULATIONS, TITLE 5
11700-11703 Independent study
UNITED STATES CODE, TITLE 20
6301 Highly qualified teachers
6311 State plans
COURT DECISIONS
Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

Management Resources: (see next page)

INDEPENDENT STUDY (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Elements of Exemplary Independent Study
California Digital Learning Integration and Standards Guidance, April 2021
EDUCATION AUDIT APPEALS PANEL PUBLICATIONS
Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting
WEB SITES
California Consortium for Independent Study: http://www.ccis.org
California Department of Education, Independent Study: http://www.cde.ca.gov/sp/eo/is
Education Audit Appeals Panel: http://www.eaap.ca.gov

INDEPENDENT STUDY

Definitions

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5. (Education Code 51745.5)

Educational Opportunities

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

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction

(cf. 6143 - Courses of Study)

2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum

3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum

4. Continuing and special study during travel

(cf. 5112.3 - Student Leave of Absence)

5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement

INDEPENDENT STUDY (continued)

6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction

(cf. 0420.4 - Charter School Authorization)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

(cf. 5113 - Absences and Excuses)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

(cf. 6146.1 - High School Graduation Requirements)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Students are eligible for independent study as authorized in law, and as specified in board policy and administrative regulation.

INDEPENDENT STUDY (continued)

For the 2022-23 school year and thereafter, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

(cf. 5111.1 - District Residency)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

(cf. 6159 - Individualized Education Program)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

(cf. 6183 - Home and Hospital Instruction)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

(cf. 6200 - Adult Education)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6184 - Continuation Education)

INDEPENDENT STUDY (continued)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian

2. A meeting between the student and the teacher and/or counselor

3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate

4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator

2. Approving or denying the participation of students requesting independent study

3. Facilitating the completion of written independent study agreements

4. Ensuring a smooth transition for students into and out of the independent study mode of instruction

5. Approving all credits earned through independent study

INDEPENDENT STUDY (continued)

6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement

2. Supervising and approving coursework and assignments

3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due

4. Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records for Audit Purpose" in the accompanying Board policy

5. Providing direct instruction and counsel as necessary for individual student success

6. Regularly meeting with the student to discuss the student's progress

7. Determining the time value of assigned work or work products completed and submitted by the student

8. Assessing student work and assigning grades or other approved measures of achievement

INDEPENDENT STUDY (continued)

9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day for which independent study is provided

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

(cf. 4131 - Staff Development)

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:	August 5, 2021
SUBJECT:	Approval of John Burroughs High School Vocal Music Association (Overnight) Field Trip

---

Background:

The John Burroughs High School Vocal Music Association wishes to attend The Heart of America New York Choir Competition in New York City, on Thursday, March 24, 2022 through Monday, March 28, 2022.

Discussion/Issues:

One-Hundred and twenty (120) students will travel via bus to Los Angeles International Airport (LAX). Students will travel from LAX to John F. Kennedy Airport (JFK), New York, with Brendan Jennings, Teacher, and twenty-four (24) chaperones.

Itinerary

Day 1 –Thursday, March 24th, students will meet at John Burroughs High School at 2:15 a.m. and board buses for transport to LAX. Students depart LAX on Jet Blue Flights #24 and #124 for JFK. Upon arrival, buses will take chaperones and students to Paramount Hotel, 235 W. 46th Street, New York, NY 10019. The phone number for the hotel is (212) 764-5500. Students will have dinner in groups and tour NYC in pods. At 7:30 pm students will meet at Winter Garden Theatre to see Beetlejuice and then walk back to hotel. Lights out will be at 12:00 am.

Day 2 – Friday, March 25th, students will have breakfast at the hotel. Students will meet to rehearse. Students will have lunch and have free time in pods. At 6:00 pm students will meet at Dallas BBQ for dinner and a show at Schoenfeld Theatre. Students will walk back to hotel at 11:00 pm, lights out at 12:00 am.

Day 3 – Saturday, March 26th, breakfast will be grab and go at the hotel. Students will walk from the hotel to Sheraton Times Square to compete in the Heart of America, New York, Choir Competition. At 10:00 pm students will return to have a celebratory pizza party at hotel. Lights out at 1:00 am

Day 4 – Sunday, March 27th, after a grab and go breakfast, students will tour the 911 Tribute Museum. At 12:45 students will meet at Battery Park to take a ferry to tour Ellis Island and Statue of Liberty tour and a performance. Students will return to the hotel at 4:00 pm to get ready for a dinner cruise. Students

will meet at Chelsea Pier and board the NYC Skyline Dinner Cruise with dinner, DJ, and dancing. Students will return to the hotel via Subway to Times Square for free time in pods, returning to hotel at 11:00 pm, lights out at 12:00 am.

Day 5 – March 28th, breakfast will be at the hotel. Students will check out of the hotel and enjoy sightseeing around hotel before boarding buses at 11:00 am and 2:00 pm to JFK airport for Jet Blue flights #623 and #1013. Flight #623 departs for LAX at 1:59 pm, flight #1013 departs for Long Beach at 5:36 pm. Upon arrival, groups will collect their luggage and board busses for JBHS. Parents will pick up students at 7:00 pm and 10:30 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. A parent meeting is scheduled for March 15, 2022 at 7:00 pm in the John Burroughs High School Choir Room. All students and parents/guardians are expected to attend.

Fiscal Impact:

There is no cost to students for transportation, food and lodging. 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 Vocal Music Association Powerhouse and Sound Sensations (Overnight) Field Trip request to participate in the Heart of America, New York, Choir Competition in New York, New York from Thursday, March 24, 2022 through Monday, March 28, 2022, 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:	Rick Vonk, Director of Information Technology and Education Support Services
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	August 5, 2021
SUBJECT:	Approval of Agreement Lease Buy-Out for Cisco VoIP Equipment with De Lage Landen Public Finance (General Fund)

Background:
On July 21, 2016, the Board of Education approved an agreement with Nexus IS (Dimension Data) and Cisco Capital/De Lage Landen Public Finance LLC for District-Wide Voice over IP (VoIP) and Unified Communications (UC) system.

District-Wide Goals for 2021-2022:
4. Maintain efficient and effective operations

Discussion/Issues:
The Cisco VoIP system and UC system's core equipment and professional services were leased through Cisco Capital/De Lage Landen Public Finance LLC for four (4) years. The term of the lease will expire on September 21, 2021. The District will purchase the equipment with a buy-out of $1 to De Lage Landen Public Finance, as per the agreement.

Fiscal Impact:
The cost of the lease buy-out is $1.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the Agreement Lease Buy-Out between the Burbank Unified School District and DeLage Landen Public Finance for Cisco VoIP Equipment, not to exceed $1, (01.0-00000.0-00000-91000-7439-7401000) (General Fund), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

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:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	August 5, 2021
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. Krista Dragna-Zampino wishes to donate to the District $110 to be used for AP (Advanced Placement) Tests for economically challenged students.

b. Christopher and Jacqueline Kelley wish to donate to the District $55 to be used for AP (Advanced Placement) Tests for economically challenged students.

c. Vicky Marachelian wishes to donate to the District $55 to be used for AP (Advanced Placement) Tests for economically challenged students.

d. Timur Tecimer wishes to donate to the District $500 to be used for AP (Advanced Placement) Tests for economically challenged students.

e. Karen and Barry Gusson wish to donate to the District $165 to be used for AP (Advanced Placement) Tests for economically challenged students.

f. Michael and Zizette Mullins wish to donate to the District $55 to be used for AP (Advanced Placement) Tests for economically challenged students.

g. Nathan and Alma Rubinfeld wish to donate to the District $250 to be used for AP (Advanced Placement) Tests for economically challenged students.

h. White's Studios wishes to donate to the District $582.42 to be used to purchase materials and supplies at Dolores Huerta Middle School.

i. The Blackbaud Giving Fund wishes to donate to the District $384.64 to be used to purchase materials and supplies at Dolores Huerta Middle School.

j. Kroger's wishes to donate to the District $336.70 to be used to purchase materials and supplies at Dolores Huerta Middles School.

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

July 15, 2021

Virtual (Online) Meeting
Burbank, California

MEMBERS PRESENT:
Steve Frintner
Charlene Tabet
Steve Ferguson
Emily Weisberg
Armond Aghakhanian

Also present were Matt Hill, Superintendent; Debbie Kukta, Assistant Superintendent, Administrative Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

The Closed Session was called to order at 6:07 by Board President Frintner.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications – All public comments were heard during item 8a.

2.b Staff Responses

2.c Board Members' Comments and Responses

3. CLOSED SESSION

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

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 - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)

Final Settlement Agreement for Special Education Students 960036992 and 160003888

Confidential Exhibit (OF 28,883)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. by President Frintner. Clerk Ferguson led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Frintner 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

Vice President Tabet requested a report on all summer school activities. Superintendent Hill agreed to bring this report to the August 19th meeting.

8. REQUESTS TO ADDRESS THE BOARD

8.a Public Communications

Joel Schlossman, resident, was allowed to join the meeting via Zoom. He spoke about his displeasure over what he felt was an infringement of his freedom of speech at the previous meeting (6/17/21) when President Frintner chastised him over his use of inappropriate language. He requested that the word "inappropriate" be stricken from the last set of meeting minutes and replaced with the actual word he used.

Susan Francisco, Burbank Coordinating Council, was called to speak. She informed staff and the audience about the BCC's new Board of Directors and upcoming volunteer openings at BCC.

Aviva Williams, parent, was called to speak. She said she spoke to the Department of Public Health, but wants a District representative to call them and tell them that the District is leaving it up to parents as to whether or not students need to wear masks in school.

Elsa Garagarza, parent, was called to speak. She also expressed her displeasure with the student masking requirements and cited studies indicating that prolonged mask wearing is hazardous to children's health.

Ever Huerta, JBHS student, was called to speak. He expressed his belief that decisions about student masking should be put to the students as they are the ones who will be affected. He thanked the District for flying the Pride Flag. He asked if the flags will be flown annually. He commented on improved performance among his school's ELD students.

8.b Staff Responses

Superintendent Hill thanked all of the speakers. He said that he personally does not like wearing a mask but that the County Department of Public Health just issued guidance requiring masking. He reiterated that the District will comply with whatever guidelines the DPH imposes. He said the District plans to fly the Pride Flags annually in June. An SRO subcommittee will be providing updates in the future.

8.c Board Members' Comments and Responses

Member Weisberg thanked all of the speakers and echoed what Superintendent Hill said about following Public Health guidelines.

Member Aghakhanian reiterated that the District will follow Public Health requirements, but that he appreciated the speakers coming forward to discuss student masking.

Clerk Ferguson thanked all of the speakers and expressed his excitement about the Pride Flags being flown at all school sites. He suggested that our student leaders chair a council to work on various issues. He said that the Los Angeles community is falling back in terms of Covid-19 and we are once again experiencing spread of the disease and that the current advice is to continue masking.

Vice President Tabet thanked the speakers and encouraged everyone to keep doing their part to slow the spread of Covid-19.

President Frintner thanked all of the speakers and reiterated what Superintendent Hill and his fellow Board Members said with regard to the need to continue being vigilant regarding Covid-19 so that we can keep our students in class when the school year starts in August. He said he agreed with Ever Huerta's suggestion to implement translators, as needed, for school orientation. He talked about various community activities he attended and recognized several District students for their accomplishments.

President Frintner then presented Rose Garcia, Superintendent's Office Assistant, with a plaque expressing appreciation for her more than 35 years of service to the District as she is retiring from the District at the end of the month.

9. REPORTS TO THE BOARD

9.a Superintendent's Comments

Superintendent Hill advised that public health guidelines are changing and that it is the District's intention to open for in-person instruction with an independent study option for students whosehealth may be impacted by in-person instruction. when school reopens in the fall. He thanked outgoing Special Education Director Tami Schiern for her service and introduced Susan Curtis, who has been appointed as the Interim Director. Ms. Curtis thanked the Superintendent and Board for the opportunity. Superintendent Hill then introduced Matt Chambers, incoming Principal of John Burroughs High School, who introduced Lee Carlton, who has been appointed as Assistant Principal of Discipline at JBHS. Ms. Carlton thanked the District for this opportunity. All Board Members welcomed these colleagues and wished them well in their new roles.

9.b Discussion on Fundraising Priorities for the 2021-2022 School Year

Matt Hill, Superintendent, facilitated a discussion with the Board of Education regarding fundraising priorities for the 2021-2022 school year, as presented.

2021-22 Fundraising Priorities_Draft 071521.pdf (OF 28,884)

Superintendent Hill presented a draft of the preliminary fundraising priorities for the new school year. Some of the highlights include funding for Diversity, Equity, and Inclusion initiatives; new devices for elementary students; strengthening the District's Career Technical Education program; more funding for mental health; increased fundraising for the arts; Outdoor Science School; Math and ELA intervention; and Advanced Placement exam fees for at-promise students. Board Members asked follow-up questions and provided additional input. Member Weisberg suggested adding translation services to the list of fundraising priorities. Member Ferguson suggested that technology be moved to the top of the list. President Frintner reminded staff that we currently have a resolution saying that no new programs will be approved and he questioned whether that resolution needs to be renewed for the new school year or if it should be allowed to expire. The Board agreed the resolution should be allowed to expire.

9.c Report on Facilities and Technology Projects

Debbie Kukta, Assistant Superintendent, Administrative Services, reported on Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

Facilities and Technology PowerPoint 7.15.2021.pdf (OF 28,885)

Debbie Kukta reported on the ongoing Bond projects.

10. NEW AND/OR UNFINISHED BUSINESS

10.a Adoption of Resolution 1 Certifying the California Department of Education for the Purpose of Providing Child Care and Development Service and to Authorize the Designated Personnel to Sign Contract Documents for Fiscal Year 2021-2022 for Contract Number CSPP-1161

That the Board of Education Adopt the Resolution 1 certifying approval to enter into a transaction with the California Department of Education for Funding of Child Development Programs, effective July 16, 2021 through June 30, 2022, and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.

Child Development_CSPP-1161 071521.pdf (OF 28,886)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.b Adoption of Resolution 2 Certifying Funding of Child Development Programs for Fiscal Year 2021–2022, Contract Number CCTR-1074

That the Board of Education Adopt Resolution 2 Certifying Approval of the Board of Education to enter into a transaction with the California Department of Education for Funding of Child Development Programs, effective July 16, 2021 through June 30, 2022,

and that authority to sign the agreements be exercised pursuant to BUSD – AR 3314, as presented.

Child Development_CCTR-1074 071521.pdf (OF 28,887)

10.c Approval of Amended Designation of High School Representatives

That the Board of Education approve the amended designation of principals, Thomas Crowther and Matt Chambers as the representatives of Burbank High School and John Burroughs High School; and assistant principals Brian James and Steven Hubbell, serving as the designated alternative representative from Burbank High School, and John Burroughs High School, respectively, to the California Interscholastic Federation (CIF) Southern Section, Pacific League, 2021-2022 school year, and to require such representatives to immediately notify the Superintendent of any proposed or pending actions that financially impact the Burbank Unified School District, as presented.

AMENDED Designation_of_High_School_CIF_Representatives_2021_22.pdf (OF 28,888)

It was moved by Charlene Tabet, and seconded by Steve Ferguson, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.d Approval of Parent Representative to the Community Advisory Committee (CAC) (Special Education)

That the Board of Education approve the appointment of Pam Grassedonio as a BUSD representative to the Foothill SELPA CAC, as presented.

SPED Community Advisory Committee (CAC).docx (1).pdf (OF 28,889)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.e Adoption of Resolution 3 for the Elimination or Reduction of Services for Classified Positions

That the Board of Education adopt Resolution 3 for the Elimination or Reduction of Services for Classified positions, as presented.

Resolution 3 - Reduction in Force.pdf (OF 28,890)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

10.f 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.

Gift Report 7-15-21.pdf (OF 28,891)

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11. CONSENT AGENDA

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

That the Board of Education approve Final Settlement Agreement for Special Education Student 960036992, not to exceed $5,500 (01.0-65000.0-50010-36000-5813-7440000), effective June 24, 2021 through July 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960036992 Settlement Agreement.docx.pdf Confidential Exhibit (OF 28,883)

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

That the Board of Education approve Final Settlement Agreement for Special Education Student 160003888, not to exceed $10,000 (01.0-65000.0-50010-36000-5813-7440000), effective June 30, 2021 through May 26, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 160003888 Settlement Agreement.pdf Confidential Exhibit (OF 28,883)

11.c Approval of Minutes

That the Board of Education approve the minutes of the Joint Board of Education and City Council Meeting of June 8, 2021, as presented.

Minutes.06.08.21.SP_Joint.pdf (OF 28,892)

11.d Approval of Minutes

That the Board of Education approve the minutes of the Regular Meeting of June 17, 2021, as presented.

Minutes.06.17.21.pdf (OF 28,893)

11.e Approval of Minutes

That the Board of Education approve the minutes of the Special Meeting of June 23, 2021, as presented.

Minutes.06.23.21.SP.pdf (OF 28,894)

11.f Approval of Personnel Report Number 21-22-01

That the Board of Education approve Personnel Report number 21-22-01, covering Certificated and Classified personnel, and consisting of Pages 1 to 27 inclusive, as presented.

Personnel Report.pdf (OF 28,895)

11.g 2020-2021 Purchase Order Report

That the Board of Education approve Purchase Orders for 2020-2021 as listed through June 14, 2021, as presented.

2020-2021 Purchase Order Report.pdf (OF 28,896)

11.h 2021-2022 Purchase Order Report

That the Board of Education approve Purchase Orders for 2021-2022 as listed through June 14, 2021, as presented.

2021-2022 Purchase Order Report.pdf (OF 28,897)

11.i Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $3,649,675.23 commercial warrants in the total amount of $4,170,449.87, as presented.

Warrants.pdf (OF 28,898)

11.j 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.

Approval of Instructional Consultants.pdf (OF 28,899)

Vice President Tabet asked for further discussion and clarification regarding item 11.j and asked what would comprise the Professional Development component at the elementary schools. Superintendent Hill clarified that it would be funded with Covid funds.

11.k Approval of Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Non-Instructional Consultants.pdf (OF 28,900)

11.l Approval of Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2020-2021

That the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2020-2021, Report Summary No. 4, April 1 through June 30, 2021, as presented.

BUSD Williams UCP Report 4th Quarter 2021.pdf (OF 28,901)

11.m Approval of Authorization of Signatures

That the Board of Education approve the authorization of signatures, for the period of July 15, 2021 through June 30, 2022, as presented.

Authorization of Signatures 2021-22.pdf (OF 28,902)

11.n Approval to Utilize Other School Districts/Agency Bids for Food and Supplies through the San Gabriel Valley Food Services Cooperative Purchasing Group

That the Board of Education approve the utilization of other agency's bids for District-wide requirements, effective July 1, 2021 through June 30, 2022, as presented.

Food Svc to Utilize Other Districts-Agency Bids for Food & Supplies.pdf (OF 28,903)

11.o Ratification of Contract with the Los Angeles County Office of Education (LACOE) to Participate in School-Based COVID-19 Testing 2020-2023

That the Board of Education ratify an agreement between Burbank Unified School District and Los Angeles County Office of Education (LACOE) to Participate in School-Based COVID-19 Testing, effective June 7, 2021 through July 31, 2022, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

LACOE - COVID-19 Testing.pdf (OF 28,904)

11.p Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Accommodating Ideas, Inc., to provide interpreting and translation for Burbank students, not to exceed $10,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 16, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Accommodating Ideas.pdf (28,905)

11.q Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Auditory Processing Center of Pasadena, to provide an auditory processing assessment for Special Education Student 960029436, not to exceed $2,737.50 (01.0-65000.0-57602-11900-5850-7440000), effective November 20, 2020 through May 28, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was November 19, 2020. The IEP meeting

exceeded the allotted time and the IEP team needed the assessor to attend a second IEP meeting to further discuss the assessment and appropriate support for Student 960029436. This amendment adds an additional $437.50 increasing the total not to exceed amount to $2,737.50.

SPED Student 960029436_Auditory Processing Center of Pasadena.pdf (OF 28,906)

11.r Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Burbank Optometric Center, to provide vision therapy for Special Education Student 160003888, not to exceed $9,100 (01.0-65000.0-57700-11900-5850-7440000), effective June 7, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 160003888_Burbank Optometric Center_Ratification.pdf (OF 28,907)

11.s Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Language Resources of America, LRA Interpreters, Inc., to provide interpreting and translation services for Burbank special education students, not to exceed $225,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2020 through June 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was July 16, 2020 effective July 1, 2020 through June 30, 2021. The first amendment added an additional $80,000 increasing the total not to exceed amount to $160,000. The second amendment added an additional $40,000 increasing the total not to exceed amount to $200,000. This amendment adds an additional $25,000 increasing the total not to exceed amount to $225,000.

SPED Language Resources of America_Amended.pdf (OF 28,908)

11.t Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide interpreting and translation for Burbank students, not to exceed $30,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Sign Up Interpreting Services_Ratification.pdf (OF 28,909)

11.u Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Nancy A. Blum, Ph.D., to provide an Independent Psychological-Educational Evaluation (IEE) and attend an IEP meeting for Special Education Student 960031425, not to exceed $6,500 (01.0-65000.0-57602-11900-5850-7440000), effective

February 24, 2020 through December 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was April 16, 2020, effective date was from February 24, 2020 through June 30, 2020. The first amendment extended the end date from June 30, 2020 to December 30, 2020. Due to COVID 19, the assessor was unable to complete the assessment until restrictions were lifted. This amendment extends the end date from December 30, 2020 to December 30, 2021 and adds an additional $500 increasing the total not to exceed amount to $6,500.

SPED Student 960031425_Nancy Blum_Amendment.pdf (OF 29,910)

11.v Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Purple Communications, to provide interpreting and translation for Burbank students, not to exceed $10,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 16, 2020 through June 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Purple Communications.pdf (OF 28, 911)

11.w Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between Burbank Unified School District and Sonja Biggs Educational Services, Inc., to provide an intervener professional for Special Education Student 160003888, not to exceed $98,683.30 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 3, 2021. Due to the need of an intervener for Special Education Student 160003888 during Extended School Year (ESY), this amendment adds an additional $8,970.30 increasing the total not to exceed amount to $98,683.30.

SPED Student 160003888_ Sonja Biggs Educational Services.pdf (OF 28,912)

11.x Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Sandra R. Kaler, R.N., Ph.D., to provide a Psychological-Educational Independent Evaluation and attend an IEP meeting for Special Education Student 960001099, not to exceed $5,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 16, 2021 through December 30, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960001099_Sandra Kaler.pdf (OF 28,913)

11.y Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Hathaway Sycamores, to provide Educationally Related Mental Health services for special education students at Magnolia Park School, not to exceed $195,405 (1.0-33270.0-57601-11800-5810-7440000) Effective July 16, 2021 through July 31, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Hathaway-Sycamores.pdf (OF 28,914)

11.z Approval of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, approve mileage reimbursement to the parents of Special Education Student 950101695 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $8,064, effective July 1, 2021 through June 30, 2022, (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 950101695_Parent Reimbursement.docx.pdf (OF 28,915)

11.aa Ratification of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, ratify mileage reimbursement to the parents of Special Education Student 160003888 to transport student from home to school, per IEP, not to exceed $264.32, effective July 1, 2021 through June 30, 2022, (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.docx (1).pdf (OF 28,916)

11.ab Ratification of Reimbursement to Parent for Transportation (Special Education)

That the Board of Education, ratify reimbursement to the parent of Special Education Student 960002704 visit student who attends a Non Public School (NPS), per IEP, not to exceed $3,000, effective May 1, 2021 through June 30, 2022, (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 960002704_Parent Reimbursement.docx.pdf (OF 28,917)

11.ac Approval of 2021-2022 Courses and Instructional Minutes for the Independent Learning Academy

That the Board of Education approve the courses and instructional minutes for the Independent Learning Academy, effective July 1, 2021 through June 30, 2022, as presented

ILA Amended Course Approval Inst Minutes July 2021 (002).pdf (OF 28,918)

11.ad Approval of Phlebotomy Technician Training Program Agreement between Burbank Adult School and American University of Medical Technology

That the Board of Education approve the agreement between Burbank Unified School District/Burbank Adult School and American University Medical Technology, to provide Phlebotomy Technician Certification training, effective July 15, 2021 through July 15, 2023, and that the authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

AUMT Agreement Board Rpt.pdf (OF 28,919)

11.ae Approval of Agreement for Professional Services with AMS.NET (Special Use Funds)

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends the Board of Education approve an agreement with AMS.NET for professional services, not to exceed $18,400, (01.0-00000.0-00000-77000-5850-7732000) (Special Use Funds), and authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_AMS.NET Professional Services_071521.pdf (OF 28,920)

11.af Approval of Award of Contract, Reliable Floor Covering Inc., Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School (Deferred Maintenance)

That the Board of Education approve an award of contract between Burbank Unified School District and Reliable Floor Covering Inc., for Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School, effective July 16, 2021 through July 15, 2022, not to exceed $39,603 (140-00000.0-00000-85000-6250-432-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_Reliable Flooring_JBHS_Def. Maint.pdf (OF 28,921)

11.ag Approval of Award of Contract, Universal Asphalt, Asphalt Removal and Concrete Replacement, Childcare/Nursery Area at Monterey High School (Deferred Maintenance)

That the Board of Education approve an award of contract between Burbank Unified School District and Universal Asphalt for asphalt removal and concrete replacement in the childcare/nursery area at Monterey High School, effective July 16, 2021 through July 15, 2022, not to exceed $16,475 (140-00000.0-00000-85000-6170-530-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_Universal Asphalt_Monterey_Def. Maint_.pdf (OF 28,922)

11.ah Approval of Award of Contract, Universal Asphalt, Bid 1314-032, Furnish and Install Slurry Seal and Striping, Stevenson Elementary School (Bond Fund)

That the Board of Education approve an award of contract between Burbank Unified School District and Universal Asphalt to Furnish and Install Slurry Seal and Striping at Stevenson Elementary School, effective July 16, 2021 through July 15, 2022, not to exceed $9,975 (21.3-00000.0-91008-85000-6170-215-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_Universal Asphalt_Stevenson_Bond.pdf (OF 28,923)

11.ai Approval of Award of Contract, Sportsfield Specialties Inc., Furnish and Install Tennis Court Netting and New Baseball Field Pads, John Burroughs and Burbank High School (Special Reserve)

That the Board of Education approve an award of contract between Burbank Unified School District and Sportsfield Specialties Inc., to Furnish and Install Tennis Court Netting and New Baseball Field Pads at John Burroughs and Burbank High School, effective July 16, 2021 through July 15, 2022, not to exceed $18,749, Special Reserve, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. $5,624.70 Burbank High School (400-00000.0-00000-85000-6170-431-0000) $13,124.30 John Burroughs High School (400-00000.0-00000-85000-6170-432-0000)

AOC_Sportsfield Specialties_JBHS&BHS_Spec. Reserve.pdf (OF 28,924)

11.aj Approval of Award of Contract, Universal Asphalt, Bid 1314-032, Furnish and Install Slurry Seal and Striping, Bret Harte Elementary School (Bond Fund)

That the Board of Education approve an award of contract between Burbank Unified School District and Universal Asphalt to Furnish and Install Slurry Seal and Striping at Bret Harte Elementary School, effective July 16, 2021 through July 15, 2022, not to exceed $25,131 (21.3-00000.0-91008-85000-6170-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_Universal Asphalt_Bret Harte_Bond.pdf (OF 28,925)

11.ak Ratification of Award of Contract, Izurieta Fence Company Inc., Bid 1920-012, Furnish and Reinstall Gate and Fence Panel with Extension, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education ratify an agreement between Burbank Unified School District and Izurieta Fence Company Inc., Bid 1920-012, to Furnish and Reinstall Gate and Fence Panel with Extension for the Two-Story Modular Building Project at Walt Disney Elementary School, effective June 8, 2021 through June 8, 2022, not to exceed $8,418.53 (21.3-00000.0-91008-85000-6170-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Ratif_Izurieta Fence_Disney_Bond.pdf (OF 28, 926)

11.al Ratification of Award of Contract, Reliable Delivery Service, Move Containers, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education ratify an agreement between Burbank Unified School District and Reliable Delivery Service to Move Containers for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $1,100 (21.3-00000.0-91008-85000-5850-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented

Ratif_Reliable Delivery_Disney_Bond.pdf (OF 28,927)

11.am Approval of 2021-2022 Facility Use Rates

That the Board of Education approve the 2021-2022 Facility Use Rates, as presented.

Use of Facilities Rates 2021-2022.pdf (OF 28,928)

11.an Ratification of Agreement for Professional Services

That the Board of Education ratify the Agreement between the Burbank Unified School District and Concentra to provide occupational health services in the form of pre-employment physicals and screenings, fit-for duty physicals, and first aid only examinations to cover the period of July 1, 2021–June 30, 2022 and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Consentra.pdf (OF 28,929)

11.ao Approval of Agreement– California State University, East Bay

That the Board of Education approve the Student Teaching Agreement between the Burbank Unified School District and California State University, East Bay to provide educational field experience, effective July 16, 2021 through June 30, 2025 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 - Cal State East Bay.pdf (OF 28,930)

11.ap Approval of California Multiple Award Schedule (CMAS) Contract 3-19-0-3710A with Khepra Inc./Blue Box for HVAC Cleaning and Disinfecting, District-Wide (Esser Fund)

That the Board of Education approve California Multiple Award Schedule (CMAS) Contract 3-19-0-3710A with Khepra Inc./Blue Box for HVAC Cleaning and Disinfecting, Districtwide, Esser (Covid) Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AOC_CMAS_Khepra-Blue Box_Esser (Covid).pdf (OF 28,931)

11.aq Approval of Amendment to Governmental Lease Agreement with Sharp Business Systems – Removal of Restocking Fee Language

That the Board of Education approve the Amendment to Governmental Lease Agreement with Sharp Business Systems, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Sharp Contract Addendum - Restocking Charge.pdf (OF 28,932)

President Frintner announced the employee retirements.

It was moved by Steve Ferguson, and seconded by Armond Aghakhanian, that the Board of Education approve items 11a through 11aq, as recommended. The motion carried unanimously.

Member Aghakhanian announced a community book drive and commented on the groundbreaking of the Armenian American Museum, which focuses on the immigrant experience. He would like the District to establish a strong bond with this museum.

12. ADJOURNMENT

The meeting adjourned at 9:00 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

8/5/2021
_____
DATE

_____
STEVE FERGUSON, CLERK

TO: Board of Education / Superintendent Consent 8/5/2021

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

SUBJECT: Certificated Personnel - Report Number 21-22-02. 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.

ELECTION: ADULT SCHOOL SUB	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SANCHEZ, PATRICIA Human Resources	Substitute Teacher Substitute Teacher	11.0-63910.0-41106-10000-1160-5330000	100			8/9/2021

RETIRING	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
MOOS, STEVEN John Muir Middle School	Teacher - FTE:100%	01.0-65000.0-57602-11200-1110-3220000 01.0-65000.0-57602-11100-1110-3220000	60 40	RA:006 - ST:24 STP: $1345	Began Service 08/26/1999	6/30/2021

RESIGNATION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
FRANCO, DAYANA Emerson Elementary School	Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2030000	100		Began Service 8/10/2015	7/15/2021
PINES, ASHLEY Jefferson Elementary School	Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2060000	100	STP: $1345	Began Service 9/12/2014	7/9/2021
MANSON, WESLEY Burroughs High School	High School Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	STP: $1345	Began service 8/10/2015	6/30/2021
SPANGLER, BRIDGET Health Services	School Nurse - FTE:80%	01.0-32120.0-00000-31400-1216-7729000	100		Began service 2/3/2017	7/9/2021
TOMPKINS, KIMBERLY Special Education	Special Ed Tchr-preschool Spec Ed Pre-School - FTE:100%	01.0-65000.0-57300-11100-1110-5080000	100	STP: $2690	Began Service 8/10/20	7/14/2021
PEREZ, PRISCILLA Jordan Middle School	Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	STP: $1345	Began Service 10/14/2015	7/1/2021
FOX, DANIELLE Jordan Middle School	Tosa - Secondary Level - FTE:100%	01.0-30100.0-00000-21300-1910-3219000	100	STP: $1345	Began Service 2/2/2004	7/20/2021

TERMINATION/LAYOFF	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
KHACHOYAN, JOSEPHINA Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100		Mann CC closure	6/30/2021
MAI, EMILY Childrens Center	Cc Teacher: Preschool Age - FTE:100%	12.0-61050.1-00010-10000-1110-5300000	100		Mann CC closure	6/30/2021

ELIMINATION: POSITION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ESAGHOLIAN, MARIET Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100	STP: $537	Mann CC closure	6/30/2021
GARFIAZ, JOCELYN Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100		Mann CC closure	6/30/2021
GARFIAZ, JOCELYN Childrens Center	Cc Teacher: Preschool Age	12.0-90602.0-11100-10000-1110-2150000	100	STP: $82	Mann CC closure	7/1/2021
MARTIROSYAN, ANNA Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00000-21000-1316-5080000	100	STP: $17	Mann CC closure	6/30/2021
MOENCH, JOCELYN Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100	STP: $82	Mann CC closure	6/30/2021
RIVERA, ROSA Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100	STP: $537	Mann CC closure	6/30/2021
ROSS, DEIDRA Childrens Center	Cc Teacher: Preschool Age	12.0-90601.0-00010-10000-1110-5080000	100		Mann CC closure	6/30/2021

ELECTION: PROBATIONARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
FLORES, JACOB Burbank High School	Counselor HS Counselor - FTE:100 %	01.0-00000.0-00000-31100-1211-4310000	100	RA:004 - ST:3 STP: $1345		8/1/2021
SCHWEGMAN, COURTNEY John Muir Middle School	Culinary Arts Teacher Culinary Arts - FTE:100%	01.0-00000.0-38000-10000-1110-3220000	100	RA:004 - ST:08 STP: $1345		8/9/2021
CARLTON, LEE Burroughs High School	High School Assistant Principal HS Assistant Principal - FTE:100%	01.0-00000.0-00000-27000-1313-4320000	100	RA:007 - ST:05 STP: $1331		7/19/2021
TOBIN, RANDY Burbank High School	Special Ed Teacher Mild/Moderate - FTE:100%	01.0-65000.0-57602-11200-1110-4310000	100	RA:001 - ST:01		8/9/2021 5/27/2022
AGUILA LOPEZ, DAMARIS Burbank High School	Teacher Anatomy - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:001 - ST:01		8/9/2021
KEPSKI, ERICA Jordan Middle School	Teacher Science - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:003 - ST:03 STP: $1345		8/9/2021

ELECTION: PROB IE OR ZERO	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
DADDABBO, JENNIFER Burbank High School	Special Ed Teacher Mild/Moderate - FTE:100%	01.0-65000.0-57602-11100-1110-4310000	100		Rehire Intern	8/9/2021 5/27/2022
BURKE, MADALENA John Muir Middle School	Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-3220000	100			8/9/2021 5/27/2022

ELECTION: TEMPORARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
HALLIGAN, JENNIFER Disney Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	RA:V - ST:10 STP: $1345		8/9/2021 5/27/2022
MICHELMAN, SETAPORN (ANN) Disney Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	RA:006 - ST:18 STP: $1345		8/9/2021 5/27/2022
PUMILIA, AMANDA Disney Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	RA:003 - ST:08 STP: $1345		8/9/2021 5/27/2022
FIELDS, JAIMI Emerson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2030000	100	RA:004 - ST:02 STP: $1345		8/9/2021 5/27/2022
CLARK, KATHERINE Harte Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2050000	100	RA:VI - ST:05 STP: $1345		8/9/2021 5/27/2022
GODOY GARCIA, RAMON Harte Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2050000	100	RA:005 - ST:06 STP: $1345		8/9/2021 5/27/2022
WARNER, JACKSON Harte Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2050000	100	RA:004 - ST:01 STP: $1345		8/9/2021 5/27/2022
BOCK, GINA J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:005 - ST:06 STP: $1345		8/9/2021 5/27/2022
PAPAGIANNOPULOS, MARSHA J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:006 - ST:05 STP: $1345		8/9/2021 5/27/2022
DOYLE, ZACHARY Jefferson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2060000	100	RA:004 - ST:02 STP: $1345		8/9/2021 5/27/2022
SIMMER-WINFIELD, DYLAN Jefferson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2060000	100	RA:005 - ST:17		8/9/2021 5/27/2022
WELLS, TIMOTHY Jefferson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2060000	100	RA:006 - ST:04 STP: $1345		8/9/2021 5/27/2022
HOWE, JACQUELINE Mc Kinley Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2090000	100	RA:006 - ST:04 STP: $1345		8/9/2021 5/27/2022
PALERMO, KASEY Mc Kinley Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2090000	100	RA:004 - ST:06 STP: $1345		8/9/2021 5/27/2022
YOUNG, AMBER Mc Kinley Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2090000	100	RA:001 - ST:10		8/9/2021 5/27/2022

CLAYTON, LINDSEY Providencia Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2130000	100	RA:001 - ST:06		8/9/2021 5/27/2022
GOLEMAN, KIMBERLY Providencia Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2130000	100	RA:002 - ST:05		8/9/2021 5/27/2022
CORTES, VERONICA Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:006 - ST:03 STP: $1345		8/9/2021 5/27/2022
NILSSON, CARRIE Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:005 - ST:04		8/9/2021 5/27/2022
RICCIUTI, DANIELLE Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:003 - ST:02		8/9/2021 5/27/2022
FUNSTON, MICHELLE Thomas Edison Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:004 - ST:11		8/9/2021 5/27/2022
SCOLARI, GIANNA Thomas Edison Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:003 - ST:07		8/9/2021 5/27/2022
ALBARIAN, KRISTINA Washington Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2160000	100	RA:005 - ST:04		8/9/2021 5/27/2022
DIAMOND, ERIN Washington Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2160000 01.0-01500.0-11100-10000-1110-2162000	50 50	RA:004 - ST:12		8/9/2021 5/27/2022

CHANGE OF ASSIGNMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
MARTIROSYAN, ANNA Childrens Center	Cc Teacher: Preschool Age CC Teacher-12 months - FTE:100%	12.0-61050.0-00010-10000-1110-2160000	100	RA:005 - ST:08 STP: $179	Mann CC closure bumping	7/1/2021
RIVERA, ROSA Childrens Center	Cc Teacher: Preschool Age CC Teacher-12 months - FTE:100%	12.0-61050.1-00010-10000-1110-5300000	100	RA:003 - ST:07 STP: $537	Mann CC closure bumping	7/1/2021
ROSS, DEIDRA Childrens Center	Cc Teacher: Preschool Age CC Teacher-9.5 months -	12.0-90602.0-11100-10000-1110-7540000	100	RA:005 - ST:04 STP: $82	Mann CC closure bumping	8/13/2021
TOROSIAN, EDNA Childrens Center	Cc Teacher: Preschool Age CC Teacher-12 months -	12.0-50250.1-11100-10000-1110-2050000	100	RA:005 - ST:08 STP: $82	Mann CC closure bumping	7/1/2021
BAKER, RYAN Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months - FTE:50%	12.0-90602.0-11100-10000-1110-2060000	100	RA:005 - ST:04	Mann CC closure bumping	8/13/2021
ESAGHOLIAN, MARIET Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months - FTE:100%	12.0-90602.0-11100-10000-1110-2030000	100	RA:004 - ST:07 STP: $537	Mann CC closure bumping	7/1/2021
MOENCH, JOCELYN Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months	12.0-90602.0-11100-10000-1110-2010000	100	RA:005 - ST:08 STP: $82	Mann CC closure bumping	7/1/2021
ZEPEDA, DOLORES Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months -	12.0-90602.0-11100-10000-1110-2090000	100	RA:005 - ST:04 STP: $82	Mann CC closure bumping	8/13/2021
VAIL, MEGAN Luther Middle School	Special Ed Teacher - FTE:100%	01.0-65000.0-57601-11100-1110-3200000	100	RA:006 - ST:07 STP: $2690	Voluntary Transfer	8/9/2021

GERHARTER, DARLA Providencia Elementary School	Special Ed Teacher SDC - Elementary - FTE:100%	01.0-65000.0-57602-11100-1110-2130000	100	RA:006 - ST:18 STP: $2690	Moving from RSP @ Jefferson to SDC @ Providencia	8/9/2021
CARLTON, LEE Burroughs High School	Teacher AP High School - FTE:100%	01.0-00000.0-11100-11100-1110-4320000	100	RA:005 - ST:16 STP: $1345	From Teacher to AP	7/18/2021
BEAL, DENA John Muir Middle School	Teacher Special Ed Teacher - FTE:100%	01.0-65000.0-57602-11200-1110-3220000 01.0-65000.0-57602-11100-1110-3220000	60 40	RA:006 - ST:15 STP: $2690	Teacher GE to Teacher SE	8/9/2021
SHAH, TRACY Thomas Edison Elementary School	Tosa Curriculum Specialist - FTE:100%	01.0-01500.0-00000-21300-1910-7420000	100	RA:006 - ST:16 STP: $1345	Change from Elem. teacher to Curriculum Specialist	8/9/2021

LEAVE OF ABSENCE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
DAWES, JACQUELINE Burroughs High School	Special Ed Teacher Leave of Absence	01.0-65000.0-57602-11200-1110-4320000	100	RA:006 - ST:16 STP: $2690	General Purpose LOA	8/9/2021 6/30/2022
JACOB, BETH Burbank High School	Teacher Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:006 - ST:16 STP: $1345	General Purpose	8/1/2021 6/30/2022

RETURN FROM LEAVE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SOROWICE, SARAH Thomas Edison Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2020000	100	RA:004 - ST:19 STP: $1345		8/9/2021
RISCEN, HEATHER Burbank High School	Teacher Health - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:004 - ST:14		8/9/2021

ELECTION: SUBSTITUTE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
STIRES, MEGAN Human Resources	Sub Tchr/spec Ed Sub Tchr Substitute Teacher	01.0-00000.0-11100-10000-1160-7552000	100	Salary Rate: $135/140		8/9/2021

STIPEND: CELL	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CARLTON, LEE Burroughs High School	Cell Phone Stipend Cell Phone Stipend	01.0-00000.0-00000-27000-1980-4320000	100	STP: $17		7/19/2021

ELECTION: ADMIN ADD'L DUTIES	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CURTIS, SUSAN Instructional Services	Interim Director Of Special Ed Director, Special Education	01.0-65000.0-50010-21000-1310-7440000 01.0-00000.0-00000-21000-1310-7440000 01.0-654600-50010-21000-1310-7440000	50 25 25		Interim Director of Special Ed	7/19/2021 10/22/2021

BURBANK UNIFIED SCHOOL DISTRICT
Personnel Report No. 21-22-02

August 5, 2021
Certificated - Hourly

Name	Program/Site	Task/Project	Type	Rate	Hour Cap	Applicable Payrolls
Adams-Mubiru, Katrice	Adult	Summer CTE Assignment	Hourly	$40.08	66	July
Aguilera, Lenora	Health Services	Additional duties at hourly equiv.	Hourly	$102.71	8	June
Baker, Ryan	CC	Additional hours as Sub Teacher	Hourly	$16.76	240	July-August
Carino, Jeanne	ILA	Intervention Teaching	Hourly	$45.52	30	February - May
Dodd, Sharie	Spec. Ed	Intervention Teaching	Hourly	$45.52	75	June
Flores Chavez, Ismael	CC	Additional hours as Sub Teacher	Hourly	$16.76	240	July-August
Hernandez, Harold	Adult	Summer CTE Assignment	Hourly	$40.08	84	July
Hernandez, Jorge	Adult	Summer CTE Assignment	Hourly	$40.08	18	July
Hyslop, Mary	Spec. Ed	Intervention Teaching	Hourly	$45.52	3	June
Keshi, Yvette	Adult	Summer CTE Assignment	Hourly	$40.08	14	July
Kimmel, Michael	Adult	Summer CTE Assignment	Hourly	$40.08	16	July
Karapetian, Lusine	CC	Additional hours as CC teacher	Hourly	$22.73	93	July - August
Knight, Kasey	Spec. Ed	Intervention Planning	Hourly	$33.77	2	July
Knight, Kasey	Spec. Ed	Intervention Teaching	Hourly	$45.52	16	July
Lee, Cindy	Adult	Staff Development	Hourly	$22.98	5	July
Lee, Lydia	Muir	Master Teacher	Stipend	$62.50	1	January - May
Lemons, Julie	CC	Additional hours as Sub Teacher	Hourly	$16.76	240	July-August
Lerner, Lia	Adult	Staff Development	Hourly	$22.98	3	July
Meza, Abraham	Adult	Summer CTE Assignment	Hourly	$40.08	31.5	July
Meza, Abraham	Adult	Staff Development	Hourly	$22.98	1.5	July
Michalopoulos, Anjanette	Spec. Ed	Additional duties at hourly equiv.	Hourly	$87.38	14	July
Miron, Crystal	Spec. Ed	Intervention Teaching	Hourly	$45.52	4	June
Nguyen, Duc	Adult	Staff Development	Hourly	$22.98	5	July
Rivas, Fredi	Adult	Summer CTE Assignment	Hourly	$40.08	60	July
Rosales, Jessica	CC	Additional hours as Sub Teacher	Hourly	$16.76	168	July-August
Rosales, Jessica	CC	Additional hours as Sub Teacher	Hourly	$16.76	14	July-August
Silver, Shirley	CC	Additional hours as Sub Teacher	Hourly	$16.76	240	July-August
Silver, Shirley	CC	Additional hours as Sub Teacher	Hourly	$16.76	60	July-August
Steinberg, Steven	Adult	Summer CTE Assignment	Hourly	$40.08	32	July
Stilgenbauer, Kymberly	CC	Additional hours as Sub Teacher	Hourly	$16.76	240	July-August
Torosian, Edna	CC	Additional hours as CC teacher	Hourly	$22.73	57.5	July - August

Vasquez, Jonathan	Adult	Summer CTE Assignment	Hourly	$40.08	50	July
Vehuni, Lilit	Adult	Summer CTE Assignment	Hourly	$40.08	14	July
Viallet, Marianne	Spec. Ed	Intervention Planning	Hourly	$33.77	4	July - August
Viallet, Marianne	Spec. Ed	Intervention Teaching	Hourly	$45.52	20	July - August

Retirement

ABRAHAMIAN, Armeneh	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	1.00	32-VI	A	06-29-21	Horace Mann Children's Center Began service 02-05-01
ROMERO, Delfino	Painter	01.0-81500.0-00000-81100-2210-7523000	1.0	48-VI	A	06-25-21	Facilities Services Began service 05-23-95
SEPRAKI, Jasman	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	1.00	32-VI	A	06-30-21	Horace Mann Children's Center Began service 10-02-00
SESSINGHAUS, Kathryn	Director, Food Services	13.0-53100.0-00000-37009-2312-7490000	1.0	B-7	A	12-30-21	Food Services Began service 01-04-11

Resignation

CARANTO, Natacia-Dei	Instructional Assistant-Translator DHH	01.0-65000.0-57602-11104-2110-2160000	.750	33-III	D	07-09-21	Washington Elementary
CARTER, Joel	Behavior Interventionist	01.0-65000.0-57601-31420-2210-7440000	1.0	L-3	C	06-15-21	Special Education
CONSOLI, Lorna	Instructional Assistant-English Language Development	01.0-01500.0-47600-10000-2110-2090000	.750	32-VI	D	07-15-21	McKinley Elementary
GONZALEZ, Stephanie	Instructional Assistant – Special Education	01.0-65000.0-57601-11106-2110-5330044	.75	32-VI	D	07-15-21	Burbank Adult School
GRACIAS, Emmanuel	Custodian	01.0-00100.0-00000-82100-2210-7520025	1.00	35-VI	A	05-20-21	Facilities Services
IACOPELLI, Marc	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2110-7440000	.8125	40-III	D	05-27-21	Special Education
LESLIE LEWIS, Glendy	Instructional Assistant – English Language Development	01.0-01501.0-47600-10000-2110-3200000	.75	32-VI	D	06-07-21	Luther Middle School
ROMERO, Jessica	Health Services Assistant	01.0-00000.0-00000-31400-2210-7720000 01.0-00000.0-00000-31400-2210-7720000	.375 .375	36-VI	D	05-28-21 05-28-21	Health Services
SULLIVAN, Cyrita	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2110-7440000	.8125	40-VI	D	08-08-21	Special Education
TAMAZYAN, Anahit	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2090000	.4375	32-VI	C	06-30-21	McKinley Around the Bell
VILLA-GUARDADO, Gregorio	Network Analyst	01.0-00000.0-00000-77000-2410-7730000	1.0	67-VI	A	07-11-21	Technology Services

Resignation (Continued)

ZAPPIA, Pammie	Instructional Assistant-Special Education	01.0-65000.0-57602-11200-2110-2060000	.750	32-VI	D	05-27-21	Jefferson Elementary

Layoff

ARUTYUNYAN, Knarik	Instructional Assistant-Children's Center	12.0-906010.0-00010-10000-2110-5080000	1.00	32-VI	A	06-30-21	Horace Mann Children's Center
CORNEJO, Yolanda	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.3438	32-VI	A	06-30-21	Horace Mann Children's Center
ERLICH, Jill	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.4688	32-VI	C	06-30-21	Horace Mann Children's Center
ERMINO, Gilda	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2110-2160000	.375	32-III	A	06-30-21	Washington Children's Center
GERGELY, Suzanne	Instructional Assistant-Children's Center	12.0-90603.0-00010-10000-2110-5300000	.7813	32-VI	A	06-30-21	Monterey Children's Center
HARTOUN MARDIRSAN	Instructional Assistant	12.0-90603.0-00010-10000-2110-5300000	.625	32-VI	A	06-30-21	Monterey Children's Center
Odet	Children's Center	12.0-90602.0-11100-10000-2110-2140000	.375		D	06-30-21	Roosevelt Around the Bell
ISAIAN, Helen	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.4375	32-VI	A	06-30-21	Horace Mann Children's Center
MARTINEZ, Cinthia	Instructional Assistant-Children's Center	12.0-61050.1-00010-10000-2110-5300000	.4688	32-VI	C	06-30-21	Monterey Children's Center
NGUYEN-MAI, Yen	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2100000	.375	32-VI	D	06-30-21	Miller Elementary
RATIU, Janet	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2090000	.500	32-VI	D	06-30-21	McKinley Around the Bell
SARKISSIAN, Vanoohi	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.09375	32-VI	A	06-30-21	Horace Mann Children's Center
SERRAO, Philomena	Typist Clerk I	12.0-90601.0-00010-10000-2410-5080000	.250	28-VI	A	06-30-21	Horace Mann Children's Center
TONEKABONI, Seyedeh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2160000	.500	32-III	D	06-30-21	Washington Around the Bell

Leave

CL 0098-21		01.0-00100.0-00000-82100-2210-2030000	1.0	36-VI	A	07-08-21	07-19-21	Human Resources
CL 0229-21		12.0-90603.0-00000-82100-2210-5300000 12.0-61050.1-00000-82100-2210-2160000 12.0-61050.0-00000-82100-2210-2160000 12.0-61050.0-00000-82110-2210-5300000	.0802 .2842 .2842 .0802	33-V	A	06-18-21	06-27-21	Human Resources
CL 0230-21		12.0-61050.0-00000-27000-2410-2160000 12.0-61050.1-00000-27000-2410-2160000	.3125 .3125	43-VI	A	06-18-21	06-27-21	Human Resources
CL 0231-21		01.0-74250.0-57600-11100-2130-5480000		32-I	F	06-17-21	06-26-21	Human Resources
CL 0235-21		01.0-32120.0-00000-82100-2312-7529000	1.0	B5-1	A	07-05-21	07-09-21	Human Resources
CL 0236-21		01.0-00100.0-00000-82110-2410-7520000	1.0	48-VI	A	07-13-21	07-16-21	Human Resources
GONZALEZ, Jorge	Painter	01.0-81500.0-00000-81100-2210-7523000	1.0	48-VI	A	05-20-21	11-19-21	Facilities Services FMLA
HERNANDEZ, Maria	Custodian	01.0-00100.0-00000-82100-2210-7520000	1.0	35-III	A	07-12-21	07-30-21	Facilities Services Child Bonding

Additional Compensation for Longevity

ARZUMANYAN, Anahit	ELD/Office Specialist I	01.0-01501.0-47600-27000-2410-7420000	.500	35-VI	D	06-01-21		Instructional Services 15 yrs., $74/mo.
GUEVARA, Carlos	Custodian	01.0-00100.0-00000-82100-2210-2010000	1.00	35-VI	A	06-01-21		Disney Elementary 15 yrs., $148/mo.
VAZQUEZ, Isidoro	Custodian	01.0-00100.0-00000-82100-2210-2100000	1.00	35-VI	A	06-01-21		Miller Elementary 20 yrs., $197/mo.

Additional Compensation for Bilingual Translation

RODRIQUEZ-AVILA, Arlene	Typist Clerk III	01.0-60100.0-00000-27000-2440-7429000	1.00	35-VI	A	07-01-21		Child Development $94/mo. oral & written translation

Change of Assignment – Classification/Location/FTE

CURRAN, Martin	Intervention Specialist For At-Risk Students	01.0-01500.0-00000-31100-2210-7420000 01.0-32120.0-00000-31100-2210-7429000	.500 .500	53-I	D	08-16-21		Emerson Elementary

Change of Assignment – Classification/Location/FTE (Continued)

MENENDEZ, Juan	Campus Supervision Assistant	01.0-00000.0-00000-83000-2210-4310000	1.0	35-VI	D	08-16-21	Burbank High School
PADILLA, David	Custodian	01.0-00100.0-00000-82100-2210-2130000	1.0	35-V	A	06-30-21	Providencia Elementary
TORRES, Connie	Instructional Assistant-Special Education	01.0-33100.0-57602-11100-2110-2130000	.75	32-IV	D	08-16-21	Providencia Elementary
YOUNG, Amber	Instructional Assistant-Severely Impaired	01.0-65000.0-57601-11100-2110-2090000	.75	35-I	D	08-16-21	McKinley Elementary

Change of Assignment – Classification/Location/FTE in Lieu of Layoff

AGHABEGI, Ana	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2110-5080000	.625	32-VI	D	08-16-21	Stevenson Around the Bell
ANGUINO, AnnaMarie	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2090000	.500	32-VI	D	08-16-21	McKinley Around the Bell
BAKHOS, Ghada	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2100000 12.0-90602.0-11100-10000-2110-2100000	.625 .375	32-VI	D D	08-16-21 08-16-21	Miller Around the Bell
CORNEJO, Yolanda	Instructional Assistant-Children's Center	12.0-61050.1-00010-10000-2110-5300000	.4688	32-VI	C	08-13-21	Monterey Children's Center
DANAO, Zulieka	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2050000	.5625	32-VI	D	08-16-21	Bret Harte Around the Bell
ERLICH, Jill	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2140000	.375	32-VI	D	08-16-21	Roosevelt Around the Bell
EVARTRAZIAN, Alice	Instructional Assistant-Children's Center	12.0-61050.1-00010-10000-2110-5300000 12.0-90602.0-11100-10000-2110-2020000	.500 .3125	32-VI	A D	07-01-21 08-16-21	Monterey Children's Center Edison Around the Bell
GALOUSTIAN, Anahid	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2150000	.5938	32-VI	D	08-16-21	Stevenson Around the Bell
GALSTYAN, Paystar	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2110-2160000	.4375	32-VI	A	07-01-21	Washington Children's Center
GOLASKI, Patricia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2140000	.5625	32-VI	C	08-13-21	Roosevelt Around the Bell

Change of Assignment – Classification/Location/FTE in Lieu of Layoff (Continued)

HYRAPATIAN, Siranoosh	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2110-2160000	.375	32-III	A	08-16-21		Washington Children's Center
ISAIAN, Helen	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2060000	.500	32-VI	D	08-16-21		Jefferson Around the Bell
KELLY, Mary	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2140000	.750	32-VI	D	08-16-21		Roosevelt Around the Bell
MELIKIAN, Lilia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2060000	.375	32-VI	D	08-16-21		Jefferson Around the Bell
MIRZAKHANIAN, Alice	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2160000 12.0-90602.0-11100-10000-2110-2160000	.500 .3125	32-VI	D C	08-16-21 08-13-21		Washington Around the Bell
NGUYEN-MAI, Yen	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2010000	.4688	32-VI	D	08-16-21		Disney Around the Bell
SARKISSIAN, Vanoohi	Instructional Assistant-Children's Center	12.0-90603.0-00010-10000-2110-5300000	.7813	32-VI	A	07-01-21		Monterey Children's Center
SHIRVANI, Araks	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2090000	.4375	32-V	C	08-13-21		McKinley Around the Bell
SILVA, Josefina	Instructional Assistant-Primary Language Support	01.0-01500.0-47601-10000-2110-2010000	.375	31-VI	D	08-16-21		Disney Elementary
TAMAZYAN, Anahit	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2110-2010000	.875	32-VI	D	08-06-21		Disney Around the Bell
ZINALVAND, Ayda	Instructional Assistant-Children's Center	12.0-90603.0-00010-10000-2110-5300000	.625	32-VI	A	07-01-21		Monterey Children's Center

Election – Monthly

WILLIAMS, Teresa	Behavior Interventionist	01.0-01500.0-00000-31420-2211-7440000	1.0	B-1	C	08-02-21		Special Education

Election – Hourly

ACEVEDO, Sylvia	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-7451000 01.0-30100.0-11100-10012-2130-2099000		53-VI	D	06-15-21 06-01-21	06-15-21 06-30-21	Student Services McKinley Elementary
AGHAKHANIAN, Armond	Board Member	01.0-00000.0-00000-71100-2390-7560000		507.00	F	07-01-21	08-31-21	Superintendent's Office

Election – Hourly (Continued)

AGUILAR, Patricia	Custodian	01.0-90711.0-81000-50002-2240-4328000	35-VI	A	06-05-21	06-12-21	Facilities Services
AIDINYANTZ, Linda	Senior Secretary	01.0-00000.0-00000-27000-2430-4321000	40-V	B	06-16-21	06-30-21	Burroughs High School
ALCANTAR, Robert	Custodian	01.0-32120.0-00000-82100-2240-7529000	35-VI	A	05-27-21	05-27-21	Burroughs High School
ALDAOUD, Sahar	Instructional Assistant	12.0-90602.0-11100-10000-2140-2090000	32-I	G	05-06-21	05-06-21	McKinley Day Care Ctr
	Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-I	G	06-28-21	06-28-21	Roosevelt Day Care Ctr
ALEGRIA, Hector	Safety/Utility Custodian	01.0-90711.0-81000-50002-2240-4328000	35-IV	A	06-09-21	06-16-21	Facilities Services
ALVAREZ BENJUMEA, Carlos	Custodian	01.0-90708.0-81000-50002-2240-7528000	35-VI	A	05-22-21	05-22-21	Burroughs High School
		01.0-32120.0-00000-82100-2240-7529000			05-29-21	05-29-21	
		01.0-90711.0-81000-50002-2240-4328000			06-04-21	06-15-21	Facilities Services
AMBROSE, Liliana	Bilingual Translator	01.0-01500.0-00000-27000-2950-7422000	16.24	G	06-01-21	06-30-21	Muir Middle School
		01.0-01500.0-00000-27000-2950-7422000	16.24	G	07-01-21	08-16-21	Huerta Middle School
		01.0-01500.0-00000-27000-2950-7422000	16.24	G	07-01-21	07-31-21	Burbank High School
ARELLANO, Celina	English Language Development Office Specialist I	11.0-63910.0-41102-27000-2410-5330000	35-VI	E	05-18-21	05-18-21	Burbank Adult School
AREVALO, Yahjaira	School Office Manager-Elementary	01.0-30100.0-00000-27000-2430-2099000	43-VI	C	06-15-21	06-30-21	McKinley Elementary
ARMENTA, Hugo	Grounds Technician	01.0-90708.0-81000-50002-2240-7528000	40-VI	A	05-23-21	05-23-21	Facilities Services
ARTERO, Sonia	Custodian	01.0-90711.0-81000-50002-2240-4328000	35-VI	A	06-08-21	06-08-21	Facilities Services
ARZUMANYAN, Anahit	Bilingual Translator	01.0-01500.0-00000-27000-2950-7422000	16.24	G	06-01-21	06-30-21	Muir Middle School
		01.0-01500.0-00000-27000-2950-7422000	16.24	G	06-01-21	06-30-21	Instructional Services
		01.0-01500.0-00000-27000-2950-7422000	16.24	G	06-01-21	06-30-21	Muir Middle School
		01.0-01500.0-00000-27000-2950-7422000	16.24	G	07-01-21	07-31-21	Burbank High School
ASKERNEESE, Anne	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-7451000	53-V	D	06-15-21	06-15-21	Student Services
AVILA, Juan	At Risk Intervention Specialist	01.0-74250.0-00000-24200-2230-7409000	53-VI	D	06-01-21	06-02-21	Huerta Middle School
AYALA, Jose R	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000	36-VI	A	06-08-21	06-11-21	Facilities Services
BARBAULD, Brenzel	Fee Based Teacher	11.0-00639.0-41100-10000-2130-5331000	29.51	F	06-17-21	07-22-21	Burbank Adult School

Election – Hourly (Continued)

BARILLAS, Otto	Lead Custodian	01.0-90711.0-81000-50002-2240-4328000	40-VI	A	06-04-21	06-04-21	Facilities Services
BEAUREGARD, Stephanie	Payroll Technician	01.0-32100.0-00000-72000-2440-7479000	45-VI	A	06-01-21	07-31-21	Fiscal Services
BERKOVITZ, Soraida	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-7440000	40-V	D	05-01-21	06-03-21	Special Education
BRUMIT, Melissa	Intervention Specialist For At-Risk Students	01.0-74250.0-00000-27000-2430-5480000	53-VI	D	06-01-21	06-30-21	Instructional Services
BUSSARD, Beverly	Instructional Media Specialist – Middle School	01.0-00000.0-00000-24200-2230-3211000	39-VI	D	06-16-21	06-30-21	Huerta Middle School
CALVO, Karlos	Technology Support Specialist II	01.0-74200.0-00000-77000-2440-7739000	57-V	A	05-01-21	06-30-21	Technology Services
CALZADILLA, Jose	Campus Supervision Assistant	01.0-32120.0-00000-83000-2230-7409000	35-VI	D	05-28-21	05-28-21	Burroughs High School
CAMPBELL, Taylor	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-7440000	40-VI	D	05-26-21	06-03-21	Special Educations
CARRASCO, Janel	Campus Supervision Assistant	01.0-32120.0-00000-83000-2240-7409000	35-VI	D	05-01-21	05-31-21	Burbank High School
CHAMBERS, Laura	Instructional Assistant-Resource Lab	01.0-30100.0-00000-24200-2230-2099000	31-VI	D	06-01-21	06-30-21	McKinley Elementary
CHAVEZ, Edith	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-7451000	53-VI	D	06-15-21	06-15-21	Student Services
CONCHO, Brianna	Instructional Technology Media Specialist	01.0-74250.0-00000-24200-2230-7409000 01.0-74250.0-00000-24200-2240-7409000	38-I	D	06-01-21 06-01-21	06-30-21 06-30-21	McKinley Elementary
CRUZ GOMEZ, Veronica	Custodian	01.0-90711.0-81000-50002-2240-4328000	35-VI	A	06-12-21	06-12-21	Facilities Services
CURRAN, Martin	Instructional Assistant-Special Education	01.0-00000.0-11100-10000-2130-7451000	32-III	D	06-15-21	06-15-21	Student Services
DIAZ, Juan Carlos	Senior Custodian	01.0-90711.0-81000-50002-2240-4328000	36-VI	A	06-11-21	06-11-21	Facilities Services
DORADEA, Manuel	Assistive Technology Technician	01.0-65000.0-50010-27000-2430-7440000	45-III	C	06-08-21	06-30-21	Special Education
ERLICH, Jill	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	A	06-18-21	06-30-21	Horace Mann Children's Center

Election – Hourly (Continued)

EVARTRAZIAN, Alice	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	C	06-18-21	06-30-21	Horace Mann Children's Center
FERGUSON, Steven	Board Member	01.0-00000.0-00000-71100-2390-7560000	507.00	F	07-01-21	08-31-21	Superintendent's Office
FERNANDO, Tina	Elementary School Aide	01.0-32120.0-00000-83000-2230-7429000	27-V	D	05-25-21	05-26-21	Miller Elementary
FLORES, Fernando	CC Service Worker	12.0-90603.0-00000-82110-2230-5300000 12.0-61050.1-00000-82110-2230-2160000 12.0-61050.1-00000-82110-2230-5300000 12.0-61050.0-00000-82100-2230-2160000	33-V	D	06-03-21	06-11-21	Child Development
FLORES, Grecia	Payroll Technician II	01.0-00000.0-00000-72000-2440-7551000	47-V	A	06-01-21	06-30-21	Human Resources
FRAZIER, Amanda	Middle School Aide	01.0-32120.0-00000-83000-2230-7409000	34-V	D	06-02-21	06-04-21	Muir Middle School
FRINTNER, Steven	Board Member	01.0-00000.0-00000-71100-2390-7560000	507.00	F	07-01-21	08-31-21	Superintendent's Office
FUNK, Jagene Simmons	Typist Clerk III	01.0-00000.0-00000-72000-2430-7551000	35-I	G	06-10-21	06-10-21	Personnel Services
GALOUSTIAN, Anahid	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	C	06-18-21	06-30-21	Horace Mann Children's Center
GALSTYAN, Paystar	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2160000	32-III	A	07-01-21	08-13-21	Washington Children's Center
GALVEZ, Dario	Safety/Utility Custodian	01.0-32120.0-00000-82100-2240-7529000 01.0-90711.0-81000-50002-2240-4328000	35-II	A	05-27-21 06-08-21	05-29-21 06-14-21	Burroughs High School Facilities Services
GERGELY, Suzanne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	A	06-01-21	06-30-21	Roosevelt Around the Bell
GEVORKIAN, Makrui	Typist Clerk III	01.0-00000.0-00000-72000-2430-7551000	35-I	G	06-08-21	06-08-21	Personnel Services
GILMORE, Carly	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-2131000 01.0-00000.0-00000-31100-2230-7451000	53-V	D	06-01-21 06-15-21	06-30-21 06-21-21	Providencia Elementary Student Services
GIUMELLI, Silvia	Adult School Learning Center Technician	11.0-63910.0-41106-10000-2130-5331000	35-VI	E	06-01-21	06-30-21	Burbank Adult School
GOLASKI, Patricia	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	C	06-18-21	06-30-21	Horace Mann Children's Center
GREGORIAN, Helga	IT Systems Analyst	01.0-74200.0-00000-77000-2440-7739000	63-VI	A	06-03-21	06-30-21	Technology Services

Election – Hourly (Continued)

GRINNELL, Brenda	Instructional Technology Media Specialist	01.0-74250.0-00000-24200-2230-7409000	38-VI	C	06-16-21	06-18-21	Providencia Elementary
HANADA, Shigeko	Elementary School Aide	01.0-30100.0-11100-10009-2930-2099000	27-VI	D	06-01-21	06-30-21	McKinley Elementary
HARRIS, Kimberly	Instructional Technology Media Specialist	01.0-74250.0-00000-24200-2230-7409000	38-I	D	06-02-21	06-10-21	Miller Elementary
HERRERA, Ignacio	Custodian	01.0-90708.0-81000-50002-2240-7528000	35-III	A	05-23-21	06-13-12	Luther Middle School
HOWARD, Bobby	Senior Custodian	01.0-32120.0-00000-82100-2240-7529000	36-VI	A	05-27-21	05-27-21	Burroughs High School
HYRAPATIAN, Siranoosh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-III	D	06-01-21	06-30-21	Bret Harte Children's Center
ISAIAN, Helen	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	C	06-18-21	06-30-21	Horace Mann Children's Center
JEAN, Lori	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2050000	32-VI	A	05-28-21	08-13-21	Bret Harte Children's Center
JIMENEZ, Juan P	Grounds Technician	01.0-90708.0-81000-50002-2240-7528000	40-VI	A	06-13-21	06-13-21	Facilities Services
KAUFMAN, Joshua	Discrete Trial Facilitator	01.0-65000.0-57601-11100-2140-7440000	40-V	D	05-01-21	05-31-21	Special Education
KELLY, Mary	Instructional Assistant-Children's Center	12.0-90601.0-00010-10000-2130-5080000	32-VI	C	06-18-21	06-30-21	Horace Mann Children's Center
KIM, Nancy	Instructional Technology Media Specialist	01.0-00000.0-00000-77000-2440-7731000	39-VI	D	06-21-21	06-25-21	Technology Services
KRUEGER, Joseph	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-01-21	06-04-21	Roosevelt Around the Bell
KUKAWSKI, John	Campus Supervision Assistant	01.0-32120.0-00000-83000-2240-7409000	35-IV	D	05-01-21	05-31-21	Burbank High School
LARA, Armida	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	C	06-01-21	06-30-21	Roosevelt Around the Bell
LEDEZMA, Reina	Lead Custodian – Secondary	01.0-90708.0-81000-50002-2240-7528000	40-VI	A	06-01-21	06-15-21	Facilities Services

Election – Hourly (Continued)

LEIVA, Nereyda	Instructional Assistant – Special Education	01.0-65000.0-57601-11100-2130-7440000 01.0-65000.0-57601-11100-2140-7440000	32-VI	D	05-01-21 05-01-21	05-31-21 05-31-21	Special Education
LEPATAN, Paul	Lead Technology Support Specialist	01.0-74200.0-00000-77000-2440-7739000	61-VI	A	05-01-21	05-31-21	Technology Services
LEVITT, Edward	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000	29.51	F	06-01-21	06-30-21	Burbank Adult School
LING, Andrew	Technology Support Specialist II	01.0-74200.0-00000-77000-2440-7739000	57-VI	A	05-01-21	05-31-21	Technology Services
LOMBARDI, Giovanni	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000	29.51	F	06-01-21	06-30-21	Burbank Adult School
LOPEZ, Ismael	Technology Support Specialist II	01.0-74200.0-00000-77000-2440-7739000	57-VI	A	06-05-21	06-30-21	Technology Services
LUKIC, Aleksia	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-7451000 01.0-00000.0-00000-31100-2230-2011000	53-IV	D	06-15-21 06-01-21	06-15-21 06-30-21	Student Services Disney Elementary
LUNDBERG, Nuria Basanez	Bilingual Translator	01.0-01500.0-00000-27000-2950-7422000	16.24	G	06-01-21	06-30-21	Instructional Services
MARKOSIAN, Alice	Payroll Technician	01.0-32100.0-00000-72000-2440-7479000	45-VI	A	06-01-21	07-31-21	Fiscal Services
McDONALD, Cheryl	Campus Supervision Assistant	01.0-74250.0-00000-24200-2230-7409000 01.0-00000.0-00000-83000-2240-4311000	35-VI	D	06-01-21 05-01-21	06-03-21 05-31-21	Huerta Middle School Burbank High School
McDONALD, Kailey	Instructional Assistant – Special Education	01.0-74250.0-00000-24200-2230-7409000	32-VI	D	06-01-21	06-03-21	Huerta Middle School
MEJIA-LORETO, Pedro	Irrigation Specialist	01.0-90708.0-81000-50002-2240-7528000	48-VI	A	06-13-21	06-13-21	Facilities Services
MELIKIAN, Lilia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-28-21	06-28-21	Bret Harte Around the Bell
MICHENER, Leslie	Elementary School Aide	01.0-30100.0-00000-27000-2430-2099000 01.0-30100.0-11100-10009-2930-2099000	27-V 27-V	D D	06-01-21 06-01-21	06-30-21 06-30-21	McKinley Elementary
MIRABAL, Tiffany	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-7440000	40-IV	D	06-07-21	06-24-21	Special Education
MORALES, Vivian	Elementary School Aide	01.0-00000.0-11100-10009-2960-7552000	27-I	G	06-30-21	08-31-21	Personnel Services
MORAN, Erin	Intervention Specialist For At-Risk Students	01.0-30100.0-00000-24950-2230-2109000 01.0-00000.0-00000-31100-2230-7451000	53-III	D	01-26-21 06-15-21	01-26-21 06-15-21	Miller Elementary Student Services

Election – Hourly (Continued)

MORENO, Virginia	Community Resource Assistant	01.0-30100.0-47600-27000-2430-2099000	31-V	D	06-01-21	06-30-21	McKinley Elementary
NASRALLAH, Lydia	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-7440000	40-III	D	05-01-21	05-31-21	Special Education
NEVAREZ, Silvia	Instructional Assistant-English Language Development	01.0-01500.0-00000-27000-2950-7422000	32-III	D	06-04-21	06-08-21	Miller Elementary
PAIGE, Della	Custodian	01.0-90708.0-81000-50002-2240-7528000	35-VI	A	05-15-21	05-15-21	Burbank High School
PANAMENO IOVINO, Christina	Discrete Trial Facilitator	01.0-65000.0-57601-11100-2140-7440000 01.0-65000.0-57601-11100-2130-7440000	40-III	D	05-01-21 05-01-21	05-31-21 05-31-21	Special Education
PAREDES, Xiomara	Educational Interpreter IV	01.0-65000.0-57602-11104-2130-7440000 01.0-65000.0-57602-11104-2140-7440000	61-VI	D	07-01-21	08-31-21	Special Education
PEREZ, Joseph	Custodian	01.0-90711.0-00000-82100-2240-7428000	40-VI	A	06-01-21	06-30-21	Instructional Services
POZOS, Rosalinda	Community Resource Assistant	01.0-01500.0-00000-27000-2950-7422000	31-V	D	06-01-21	06-30-21	Providencia Elementary
POZOS, Salvador	Custodian	01.0-90708.0-81000-50002-2240-7528000	35-VI	A	06-08-21	06-08-21	Luther Middle School
QUITERIO, Cindy	Executive Assistant – Human Resources	01.0-00000.0-00000-72000-2440-7551000	AA-7	A	06-01-21	06-30-21	Human Resources
REBMAN, Denise	Elementary School Aide	01.0-30100.0-11100-10009-2930-2099000	27-VI	D	06-01-21	06-30-21	McKinley Elementary
RICOTTA, Gail	Discrete Trial Facilitator	01.0-65000.0-57601-11100-2140-7440000	40-VI	D	05-01-21	05-31-21	Special Education
RIOS, Lydia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	C	06-01-21	06-18-21	Bret Harte Children's Center
RIVAS, Yvonne	Instructional Assistant-Children's Center	12.0-90603.0-00010-10000-2130-5300000	32-V	D	06-08-21	06-08-21	Monterey Children's Center
RODRIGUEZ, Ignacia	Payroll Technician	01.0-32100.0-00000-72000-2440-7479000	45-VI	A	06-01-21	07-31-21	Fiscal Services
RODRIQUEZ-AVILA, Arlene	Typist Clerk III	01.0-60100.0-00000-27000-2440-7429000	35-VI	A	08-10-21	06-30-21	Children's Center Office
ROSEN, Linda	Typist Clerk II	01.0-32120.0-00000-27000-2430-7409000	30-VI	C	06-08-21	06-30-21	Burroughs High School

Election – Hourly (Continued)

RIVAS, Yvonne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2140000	32-V	D	05-26-21	05-27-21	Roosevelt Around the Bell
SALEH, Farhad	Technology Support Specialist II	01.0-74200.0-00000-77000-2440-7739000	57-VI	A	05-01-21	05-31-21	Technology Services
SARGSYAN, Hermine	Elementary School Aide	01.0-32120.0-00000-83000-2230-7429000	27-V	D	05-25-21	05-26-21	Miller Elementary
SARNA, Jon	Intervention Specialist For At-Risk Students	01.0-00000.0-00000-31100-2230-7451000	53-VI	D	06-15-21	06-15-21	Student Services
SHADKAM, Araz	Middle School Aide	01.0-32120.0-00000-83000-2230-7429000	34-V	D	05-27-21	05-27-21	Muir Middle School
SHAHBAZIAN, Shakeh	Middle School Aide	01.0-32120.0-00000-83000-2230-7409000	34-V	D	06-01-21	06-03-21	Muir Middle School
SHAKHNAZARYAN, Marine	Elementary School Aide	01.0-32120.0-00000-83000-2230-7429000	27-V	D	05-25-21	05-26-21	Miller Elementary
SHAPERO, Wendy	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000	29.51	F	06-01-21	06-30-21	Burbank Adult School
SHEETZ, Carol	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000	29.51	F	06-01-21	06-30-21	Burbank Adult School
SHIRVANI, Araks	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2160000 12.0-90602.0-11100-10000-2130-7547000	32-V	D	06-28-21 06-01-21	06-30-21 06-30-21	Washington Children's Center Bret Harte Around the Bell
TABET, Charlene	Board Member	01.0-00000.0-00000-71100-2390-7560000	507.00	F	07-01-21	08-31-21	Superintendent's Office
TAGMAZYAN, Anna	Community Resource Assistant	01.0-01500.0-00000-27000-2950-7422000	31-VI	D	05-27-21	05-27-21	Miller Elementary
TEBBE, Julie	Office Assistant-Elementary	01.0-00000.0-00000-72000-2430-7450000	43-VI	C	07-19-21	07-30-21	Student Services
TORRES, Consuelo	Custodian	01.0-90708.0-81000-50002-2240-7528000	35-VI	A	05-21-21	05-21-21	Burbank High School
TRACE, Timothy	Grounds Technician	01.0-90708.0-81000-50002-2240-7528000	40-VI	A	05-23-21	05-23-21	Facilities Services
URIBE, Elias	At Risk Intervention Specialist	01.0-00000.0-00000-31100-2230-7451000	53-VI	D	06-15-21	06-15021	Student Services
URIBE, Juan M	Grounds Leadperson	01.0-90708.0-81000-50002-2240-7528000	56-VI	A	05-23-21	06-13-21	Facilities Services
VALDEZ ORELLANA, Azael G	Custodian	01.0-00000.0-11100-10009-2960-7552000	35-I	G	07-06-01		Facilities Services

Election – Hourly (Continued)

VANCHIASONG, Pouapheng	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-7440000 01.0-65000.0-57601-11100-2140-7440000 01.0-65000.0-57601-11100-2130-7440000	40-IV	D	06-02-21 05-01-21 05-01-21	06-02-21 05-31-21 05-31-21	Special Education
VAZQUEZ, Isidoro	Custodian	01.0-90711.0-81000-50002-2240-4328000	35-VI	A	06-05-21	06-05-21	Facilities Services
VAZQUEZ, Roxana	Safety/Utility Custodian	01.0-00100.0-00000-83000-2240-7521000	35-VI	A	05-01-21	05-22-21	Facilities Services
WEISBERG, Emily	Board Member	01.0-00000.0-00000-71100-2390-7560000	507.00	F	07-01-21	08-31-21	Superintendent's Office
WILLIAMS, Randall	Fee Based Teacher	11.0-00639.0-41120-10000-2130-5331000	29.51	F	06-01-21	06-30-21	Burbank Adult School
WILLIAMS-BAER, Maureen	Office Assistant-Elementary	01.0-00000.0-00000-72000-2430-7450000	34-VI	C	06-15-21	07-31-21	Student Services
YAEGER, Shannon	Discrete Trial Facilitator	01.0-65000.0-57601-11100-2140-7440000 01.0-65000.0-57601-11100-2130-7440000	40-IV	D	05-01-21 05-01-21	05-31-21 05-31-21	Special Education
ZELAYA, Raul	Lead Custodian – Secondary	01.0-90708.081000-50002-2240-7528000	40-VI	A	05-22-21	05-22-21	Muir Middle School

Election – Summer School

AGUILAR, Melissa	Instructional Assistant – Translator DHH	01.0-65000.0-57602-11104-2130-5480000	33-VI	D	06-07-21	07-15-21	Burroughs High School
ARBOGAST, Julie	Instructional Assistant – Special Education	01.0-65000.0-57602-11100-2130-5480000	33-VI	D	06-07-21	07-15-21	Burroughs High School
ARUTYUNYAN, Kristine	Instructional Assistant – Severe Behavior II	01.0-65000.0-57601-11100-2130-5178000	45-VI	D	06-07-21	07-15-21	Magnolia Park
AVAKIAN, Jacqueline	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
BERKOVITZ, Soraida	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-V	D	06-07-21	07-09-21	Stevenson Elementary
BONILLA, Cindy	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-15-21	Burroughs High School
BOYADZHYAN, Armine	Behavior Interventionist	01.0-65000.0-57601-31420-2230-5480000	B12-7	C	06-01-21	07-16-21	Special Education
BRADSHAW, Dionne	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	06-30-21	Burbank Adult School
BROWN, Denise	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-09-21	Stevenson Elementary

Election – Summer School (Continued)

CAFARELLA, Valerie	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
CALZADILLA, Jose	Campus Supervision Assistant	01.0-74250.0-00000-83000-2230-5480000	35-VI	D	06-07-21	07-15-21	Burroughs High School
CAMACHO, Aaron	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	D	06-07-21	07-09-21	Stevenson Elementary
CAMPBELL, Amber	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
CAMPBELL, Cheryl	Health Care Instructional Assistant Severely Impaired	01.0-65000.0-57601-11908-2130-5480000	37-VI	D	06-07-21	07-15-21	Burroughs High School
CAMPBELL, Taylor	Discrete Trial Facilitator	01.0-65000.0-57601-11908-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
CAPELLE, Melissa	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
CASTILLO, Jeannette	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	G	06-07-21	07-15-21	Burroughs High School
CHAMBLEE, Colleen	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-15-21	Burroughs High School
CHILDS, Jennifer	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-01-21	08-12-21	Edison Around the Bell
COSIO, Teresa	Instructional Assistant – Severely Impaired	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57601-11905-2130-5480000	35-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
CRUZ, Evelyn	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
CRUZ, Guillermo	Campus Supervision Assistant	01.0-74250.0-00000-83000-2230-5480000	35-VI	D	06-07-21	07-15-21	Burroughs High School
CUSUMANO, Cheryl	Health Services Assistant	01.0-74250.0-00000-31400-2230-5480000	36-VI	D	06-07-21	06-24-21	Health Services
DeSIMONE, Tiffany	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
DIAZ, Yajaira	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-II	D	06-07-21	07-15-21	Burroughs High School
DIDONATO, Casey	Campus Supervision Assistant	01.0-74250.0-00000-83000-2230-5480000	35-VI	D	06-07-21	07-15-21	Burroughs High School
DRUCKER-THOMPSON, Jennifer	Instructional Assistant – Special Education	01.0-65000.0-57602-11100-2130-5480000	32-VI	D	06-07-21	07-15-21	Burroughs High School

Election – Summer School (Continued)

ESCALANTE, Tevah	Instructional Assistant – Special Education	01.0-74260.0-11100-10000-2130-5480000	32-III	D	06-07-21	07-15-21	Burroughs High School
FERGUSON, Martha	Occupational Therapy Assistant	01.0-65000.0-57601-31400-2230-5480000	53-VI	D	06-07-21	07-15-21	Special Education
FITZPATRICK, Suzanne	Instructional Assistant – Special Education	01.0-74260.0-11100-10000-2130-5480000	32-VI	D	06-07-21	07-15-21	Burroughs High School
FLORES, Jeanette	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
FRAIRE MEZA, Angelica	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Horace Mann
GARFIAZ, Cesar	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-V	D	06-07-21	07-15-21	Burroughs High School
GERGELEY, Susanne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-I	F	07-01-21	08-12-21	Roosevelt Around the Bell
GEVORGYAN, Gohar	Instructional Assistant – Special Education	01.0-65000.0-57602-11100-2130-5480000	32-IV	D	06-07-21	07-15-21	Burroughs High School
GOMBERG, Gregory	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	D	06-07-21	07-09-21	Stevenson Elementary
GOMEZ BARCENAS, Erika	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-V	D	06-07-21	07-09-21	Stevenson Elementary
GONZALEZ, Stephanie	Instructional Assistant – Special Education	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57602-11100-2130-5480000	32-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
GUEFFROY, Katherine	Educational Interpreter III	01.0-65000.0-57602-11104-2130-5480000	54-VI	D	06-07-21	07-15-21	Burroughs High School
GUTIERREZ, Silvia	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
HARRIS, Samuel	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
HERRERA, Maria Elena	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
HYRAPATIAN, Siranoosh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-III	D	06-01-21	08-12-21	Bret Harte Around the Bell
KARESH, Raghida	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary

Election – Summer School (Continued)

KAUFMAN, Joshua	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-V	D	06-07-21	07-15-21	Burroughs High School
KNOOP, Nicole	Instructional Assistant – Severely Impaired	01.0-65000.0-57601-11100-2130-5480000	35-VI	D	06-07-21	07-15-21	Burroughs High School
KOSZO, Brad	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
KRUEGER, Joseph	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-01-21	08-12-21	Roosevelt Around the Bell
LANE-LARMOUTH, Suzanne	Instructional Assistant – Severely Impaired	01.0-65000.0-57601-11100-2130-5480000	35-I	D	06-07-21	07-15-21	Burroughs High School
LANGE, Erin	Instructional Assistant - Severely Impaired	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57601-11905-2130-5480000	35-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
LARA, Armida	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	C	06-18-21	08-12-21	Roosevelt Around the Bell
LEIVA, Nereyda	Instructional Assistant – Special Education	01.0-74260.0-11100-10000-2130-5480000	32-VI	D	06-07-21	07-15-21	Burroughs High School
LINDLEY, Amy	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	D	06-07-21	07-09-21	Stevenson Elementary
LOURENCO, Amanda	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
LOURENCO, Susan	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
LUIZZI, Lydia	Instructional Assistant – Severely Impaired	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57601-11905-2130-5480000	35-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
McCOOLE, Lisa	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
MELIKIAN, Lilia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-01-21	08-12-21	Bret Harte Around the Bell
MERCADO, Lisette	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
MIRABAL, Tiffany	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-09-21	Stevenson Elementary
MOHAMED, Yassmin	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary
NASRALLAH, Lydia	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Horace Mann

Election – Summer School (Continued)

NGUYEN, Loan	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-09-21	Stevenson Elementary
NGUYEN-MAI, Yen	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	D	06-01-21	08-12-21	Edison Around the Bell
NONO, Hiba	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-09-21	Stevenson Elementary
OLFATI, Golak	Behavior Interventionist	01.0-65000.0-57601-31420-2230-5480000	B12-3	C	06-01-21	07-16-21	Special Education
OROZCO, Crystal	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-V	D	06-07-21	07-09-21	Horace Mann
PANAMENO IOVINO, Christina	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-15-21	Burroughs High School
PERAZA, Cristina	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary
PIPES, Shonta	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	D	06-07-21	07-09-21	Stevenson Elementary
RANGSIYAWONG, Ada	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary
REINA, Yadira	Instructional Assistant – Translator DHH	01.0-65000.0-57602-11104-2130-5480000	33-II	D	06-07-21	07-15-21	Burroughs High School
RICOTTA, Gail	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
RIOS, Lydia	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-V	C	06-18-21	08-12-21	Bret Harte Around the Bell
RITTER, Katarina	Instructional Assistant – Severely Impaired	01.0-65000.0-57601-1110-2130-5480000	35-III	D	06-07-21	07-15-21	Burroughs High School
RIVAS, Yvonne	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-V	D	06-01-21	08-12-21	Roosevelt Around the Bell
ROBLES, Lisa	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-09-21	Stevenson Elementary
RODRIGUEZ, Daisy	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-I	D	06-07-21	07-09-21	Stevenson Elementary
ROJAS, Mai	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-15-21	Burroughs High School
ROMO, Brittany	Instructional Assistant – Translator DHH	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57601-11905-2130-5480000	33-V	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School

Election – Summer School (Continued)

ROSENTHAL, Erica	Instructional Assistant – Severe Behavior II	01.0-65000.0-57601-11100-2130-5178000	45-VI	D	06-07-21	07-15-21	Magnolia Park
RUIZ DE CASTILLO, Alicia	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
SANCHEZ, Cynthia	Instructional Assistant Translator DHH	01.0-65000.0-57602-11104-2130-5480000	33-VI	D	06-07-21	07-15-21	Burroughs High School
SANDS, Tamara	Health Services Assistant	01.0-74250.0-00000-31400-2230-5480000	36-VI	D	06-14-21	07-01-21	Health Services
SERMENO, Estela	Instructional Assistant-Primary Language Support	01.0-74260.0-47601-10000-2130-5480000	31-I	F	06-07-21	07-09-21	McKinley Elementary
SETAGHIAN, Veronica	Instructional Assistant – English Language Development	01.0-74260.0-47600-10000-2130-5480000	32-VI	D	06-07-21	07-15-21	Burroughs High School
SHIRVANI, Araks	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-V	D	06-01-21	08-12-21	Bret Harte Around the Bell
SIGUENZA, Lucy	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary
SILVA, Janet	Instructional Assistant – Severe Behavior II	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57602-11100-2130-5480000	45-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
SILVA, Maritza	Instructional Assistant – English Language Development	01.0-74260.0-47600-10000-2130-5480000	32-VI	D	06-07-21	07-15-21	Burroughs High School
TAIT, Holly	Instructional Assistant – Severely Impaired	11.0-63910.0-41100-10000-2130-5480000 01.0-65000.0-57601-11905-2130-5480000	35-VI	D	06-07-21 07-01-21	06-30-21 07-15-21	Burbank Adult School
TAYLAN, Tristan	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-II	D	06-07-21	07-09-21	Horace Mann
VANCHIASONG, Pouapheng	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-15-21	Burroughs High School
VASQUEZ GRANILLO, Gaudy	Health Services Assistant	01.0-74250.0-00000-31400-2230-5480000	36-I	G	06-10-21	07-15-21	Health Services
WAHE, Collin	Instructional Assistant-Severely Impaired	01.0-65000.0-57602-11100-2130-5480000	35-I	D	06-07-21	07-09-21	Stevenson Elementary change of assignment

Election – Summer School (Continued)

WHITNEY, Joanie	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-VI	D	06-07-21	07-09-21	Stevenson Elementary
WILKEN, Tonya	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-VI	C	06-18-21	08-12-21	Edison Around the Bell
YAEGER, Shannon	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-IV	D	06-07-21	07-15-21	Burroughs High School
YAKHSZYAN, Marine	Discrete Trial Facilitator	01.0-65000.0-57601-11905-2130-5480000	40-III	D	06-07-21	07-09-21	Stevenson Elementary
YANEZ, Mariana	Behavior Interventionist	01.0-65000.0-57601-31420-2230-5480000	B12-7	C	06-01-21	07-16-21	Special Education
YEGHYAIAN, Reneh	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-7547000	32-I	F	06-01-21	08-12-21	Bret Harte Around the Bell

Election – Student Helpers

BAGHOOMIAN, Andrew	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
BURROWS, Connor	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
CRIVELLI, Samuel	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
FLORES, Manuel	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
FLORES, Marco	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
FONSECA, Joshua	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
HARRIS, Jack	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
HERNANDEZ, Justin	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
LEIVA, Damian	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
MANRIQUEZ, Arly	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
MARTINEZ, Gabriela	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
MICHEL, Raechel	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
NG, Kristin	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
PEREZ, Valerie	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education

Election – Student Helpers (Continued)

PINNT, Xander	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
SHEPHERD, Riley	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
SILVA, Aidan	YETP Student Worker	01.0-58100.0-57602-11100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
SMITH, Abigail	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education
STEINREICH, Daphne	YETP Student Worker	01.0-58100.0-57602-21100-2933-7440000	14.00	F	07-01-21	06-30-22	Special Education

Election – Walk on Coach

AGHAZARIAN, Melani	Short Term Athletic	01.0-90901.0-15001-42000-2171-4318000	14.00	F	06-01-21	06-30-21	Burbank High School
		01.0-90901.0-15001-42000-2171-4318000	14.00	F	06-01-21	06-30-21	Burbank High School
ARAKELYAN, David	Short Term Athletic	01.0-90901.0-15001-42000-2171-4318000	14.00	F	06-01-21	06-30-21	Burbank High School
ASHBY, Robert D	Short Term Athletic	01.0-90904.0-11100-41000-2930-4318100	14.00	F	05-01-21	05-31-21	Burbank High School
BENNETT, Aundra Brandon	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
BRODIE, Steven Gregory	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
CALDERON, Nicholas Alexander	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
ELLIS, Allan Jeremy	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
HAMANAKA, Glenn Mitsuo	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	07-31-21	Burroughs High School
ORTEGA-JENNISON, Martin Ryan	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
RIGGS, Brady Lee	Short Term Athletic	01.0-00000.0-15001-42002-2171-4320000	14.00	F	05-12-21	05-18-21	Burroughs High School
SIMMONS, Bailey Earlene	Short Term Athletic	01.0-90901.0-15001-42000-2171-4318000	14.00	F	06-01-21	06-30-21	Burbank High School
SOSA, Sidney James	Short Term Performing Arts	01.0-90901.0-17007-41001-2171-3208100	14.00	F	06-01-21	06-30-21	Luther Middle School

Election – Walk on Coach (Continued)

STRANG, Sheila	Short Term Athletic	01.0-00000.0-15001-42002-2171-4320000	14.00	F	06-03-21	06-03-21	Burroughs High School
TEDROW, Hannah Noel	Short Term Athletic	01.0-90901.0-15001-42000-2171-4328000	14.00	F	06-01-21	06-30-21	Burroughs High School
		01.0-90901.0-15001-42000-2171-4328000	14.00	F	07-01-21	07-31-21	Burroughs High School
TER-PETROSSYAN, Sarkis Michael	Short Term Athletic	01.0-90901.0-15001-42000-2171-4318000	14.00	F	06-01-21	06-30-21	Burbank High School

Signature Sarah Niemann

Title: Assistant Superintendent, Human Resources Services

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21000016	BMC WEST LLC	C/O 1: INCREASE BY $2,500.00; 2020-21 BLANKET ORDER; EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$4,500.00
21000017	BURBANK PAINT COMPANY	C/O 4: INCREASE BY $2,000.00; 2020-21 BLANKET ORDER; PAINTING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$13,800.00
21000026	FERGUSON ENTERPRISES, INC.	C/O 1: INCREASE BY $2,500.00; 2020-21 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$9,500.00
21000030	HYDRAULIC INDUSTRIAL PLUMBING SUPPLY	C/O 4: INCREASE BY $1,5000.00; 2020-21 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$38,500.00
21000039	REFRIGERATION SUPPLIES DIST	C/O 1: INCREASE BY $4,000.00; 2020-21 BLANKET ORDER; HVAC REPAIR MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$28,500.00
21000046	US AIR CONDITIONING DISTRIBUTORS	C/O 1: INCREASE BY $4,000.00; 2020-21 BLANKET ORDER; HVAC SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$15,500.00
21000081	SPICERS PAPER CO	C/O 2: INCREASE BY $19,000.00; 2020-21 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$59,000.00
21000083	KELLY PAPER	C/O 1: REDUCE BY $19,000.00; 2020-21 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$11,000.00
21000118	DANIEL GOMEZ dba HEAR & C	C/O 1: CANCEL ORDER; ANNUAL AUDIOMETER CALLIBRATION; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$675.00
21000185	ENTERPRISE FM TRUST	C/O 2: INCREASE BY $3,921.04; LEASE AGREEMENT FOR THE REPLACEMENT OF 15 DISTRICT VEHICLES; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 10/15/15, 12/15/16 & 2/15/18	FISCAL SERVICES	010	$319,614.04
21000458	QUADIENT LEASING USA INC	C/O 1: INCREASE BY $5,000.00; 2020-21 BLANKET ORDER; LEASE OF DIGITAL MAILING SYSTEM; PB NASPO #ADSPO11-00000411-4	PERSONNEL SERVICES	010	$7,893.36
21000466	WAXIE SANITARY SUPPLY	C/O 1: INCREASE BY $720.00; 2020-21 BLANKET ORDER; CUSTODIAL SUPPLIES; CHILD DEVELOPMENT FUNDS	BRET HARTE CHILDREN´S CENTER	120	$2,720.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21000635	CARE VAN INC.	C/O 2: REINSTATE ORDER; CONSULTANT AGREEMENT; STUDENT TRANSPORTATION SERVICES; SPECIAL EDUCATION TRANSPORTATION FUNDS; BOARD APPROVED 6/18/20	SPECIAL EDUCATION	010	$10,000.00
21000669	LANGUAGE RESOURCE OF AMERICA, INC	C/O 3: INCREASE ORDER BY $25,000 - BOARD APPROVED 7/15/21; CONSULTANT AGREEMENT; INTERPRETATION AND TRANSLATION SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 7/16/20, 1/21/21 AND 5/6/21	SPECIAL EDUCATION	010	$225,000.00
21000707	T-MOBILE	C/O 3: INCREASE BY $17,980.00; 2020-21 BLANKET ORDER; HOTSPOT MONTHLY SERVICE FEES; GEER, CRF & CRF LMM - S & C FUNDS	TECHNOLOGY SERVICES	010	$227,981.17
21000953	FELLERS INC	C/O 2: REDUCE BY $14,767.37; 2020-21 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$15,232.63
21001677	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REPLACE DAMAGED UNIT; COMPUTER EQUIPMENT; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$57,866.98
21001742	CARSON-DELLOSA PUBLISHING CO	C/O 1: CANCEL ITEM; WORKBOOKS; GEER FUNDS	PROVIDENCIA ELEMENTARY	010	$8.81
21001785	AUDITORY PROCESSING CENTER OF PASADENA	C/O 1: INCREASE ORDER BY $437.50; CONSULTANT AGREEMENT; AUDITORY PROCESSING ASSESSMENTS; SPECIAL EDUCATION FUNDS; BOARD APPROVED 11/19/20	SPECIAL EDUCATION	010	$2,737.50
21002090	KNORR SYSTEMS	C/O 2: CANCEL ORDER; SERVICE & REPAIR TANK EPD FILTER SYSTEM @ BHS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$14,887.41
21002327	PROFESSIONAL TUTORS OF AMERICA, INC	C/O 1: INCREASE ORDER BY $6,400.00; CONSULTANT AGREEMENT; CREDENTIALED TEACHER SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 2/4/21 AND 6/3/21	SPECIAL EDUCATION	010	$56,400.00
21002491	PAT-HACK SPORTS	C/O 1: REDUCE BY $3,186.22; FC 2021-008 FURNISH AND INSTALL BATTING CAGE POST PADDING @ OLIVE AND MCCAMBRIDGE PARK FIELDS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$15,279.65
21002527	COSCO FIRE PROTECTION INC	FACILITY REPAIR BY VENDOR	FACILITIES SERVICES	010	$495.00
21002528	TIME AND ALARM SYSTEMS	FACILITY REPAIR BY VENDOR	FACILITIES SERVICES	010	$1,431.80
21002559	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: CANCEL ORDER; COMPUTER EQUIPMENT; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$11,286.27
21002623	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: INCREASE BY $141.00; 2020-21 BLANKET ORDER; INSTRUCTIONAL SUPPLIES; WORKABILITY GRANT	SPECIAL EDUCATION	010	$641.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21002678	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REDUCE BY $25.80: COMPUTER EQUIPMENT	TECHNOLOGY SERVICES	010	$200.69
21002679	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REDUCE BY $77.40: COMPUTER EQUIPMENT	Student Services	010	$2,467.53
21002688	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REDUCE BY $25.80; COMPUTER EQUIPMENT	Student Services	010	$401.39
21002719	H&S ELECTRIC INC	C/O 1: INCREASE BY $13,392.00 - BOARD APPROVED 6/17/21; BID 2021-003-05 ELECTRICAL & LOW VOLTAGE FOR TWO-STORY MODULAR BUILDING PROJECT @ DISNEY ES; BOND FUNDS; BOARD APPROVED 3/4/21 & 3/18/21	FACILITIES SERVICES	213	$277,197.00
21002964	NJP SPORTS INC	C/O 1: CANCEL ORDER; FURNISH AND INSTALL GYM PADS IN MUIR GYM; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$4,335.63
21002979	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: CANCEL ORDER; COMPUTER EQUIPMENT; TITLE I FUNDS	DISNEY ELEMENTARY	010	$11,286.27
21003000	AMAZON CAPITAL SERVICES	C/O 1: REDUCE Y $29.76; AUTOMOTIVE SUPPLIES; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$263.24
21003026	BERTRAND'S MUSIC	C/O 1: CANCEL ORDER; MUSICAL INSTRUMENT; ARTS FOR ALL FUNDS	BURBANK HIGH SCHOOL	010	$6,827.68
21003047	NORTHERN SAFETY & INDUSTRIAL	GROUNDS SUPPLIES	FACILITIES SERVICES	010	$151.75
21003048	MOE PLUMBING/JOHN KEEFE PLUMBING CO	FACILITY REPAIR BY VENDOR	FACILITIES SERVICES	010	$891.00
21003182	KR NIDA CORPORATION	C/O 1: CANCEL ORDER; COMMUNICATIONS EQUIPMENT	EMERSON ELEMENTARY	010	$5,168.82
21003197	HP INC	C/O 1: CANCEL ORDER; TECHNOLOGY EQUIPMENT; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$1,141.19
21003245	GOVCONNECTION, INC.	C/O 2: CANCEL ORDER: AUDIO VISUAL EQUIPMENT; TITLE I FUNDS	WASHINGTON ELEMENTARY	010	$704.68
21003261	HP INC	C/O 1: CANCEL ORDER: TECHNOLOGY EQUIPMENT; LCAP-EIA/LEP FUNDS	MUIR MIDDLE SCHOOL	010	$1,141.19
21003264	HP INC	C/O 1: CANCEL ORDRER; TECHNOLOGY EQUIPMENT; TITLE I FUNDS	MILLER ELEMENTARY	010	$2,282.37
21003265	AREY JONES EDUCATIONAL SOLUTIONS	C/O 2: CANCEL ORDER; TECHNOLOGY SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$3,050.57
21003285	EVERYTHING MEDICAL, LLC	C/O 2: CANCEL BACKORDERS; HEALTH SUPPLIES	MILLER ELEMENTARY	010	$112.91
21003310	GOPHER SPORT	C/O 1: CANCEL BACKORDER; PHYSICAL EDUCATION SUPPLIES; GIFT FUNDS	WASHINGTON ELEMENTARY	010	$259.48
21003323	CHILDCARE CAREERS LLC	C/O 1: INCREASE ORDER BY $4,260.00; 2020-2021 BLANKET ORDER; SUBSTITUTE SERVICES; ASES FUNDS	CHILD DEVELOPMENT SERVICES	010	$6,260.00
21003358	MACKIN EDUCATIONAL RESOURCES	C/O 1: CANCEL ORDER; BOOKS; GIFT FUNDS	MILLER ELEMENTARY	010	$3,644.48
21003371	FARAZDAGHI, MARLENE	C/O 1: INCREASE ORDER BY $78.67; 2020-21 BLANKET ORDER; REIMBURSEMENT TO OFFICE MANAGER FOR PARTY SUPPLIES; GIFT FUNDS	HORACE MANN CHILDREN´S CENTER	010	$578.67

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21003396	REFRIGERATION HARDWARE SUPPLY CORP	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$333.20
21003399	MERRY PLUMBING CO INC	FACILITY REPAIR BY VENDOR	FACILITIES SERVICES	010	$714.76
21003400	TURF STAR, INC.	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$1,035.89
21003424	TEXTBOOK WAREHOUSE INC	C/O 1: CANCEL BACKORDERED ITEMS; BOOKS AND ADOPTED TEXTBOOKS; CONTINUATION EDUCATION-MONTEREY FUNDS	MONTEREY HIGH SCHOOL	010	$3,578.44
21003427	EVERYTHING MEDICAL, LLC	C/O 1: CANCEL ORDER; HEALTH SUPPLIES; SUMMER SCHOOL; SPECIAL EDUCATION FUNDS	STEVENSON ELEMENTARY	010	$129.52
21003437	SOUTHWEST SCHOOL & OFFICE SUPPLY	C/O 1: CANCEL ORDER; OFFICE EQUIPMENT	EMERSON ELEMENTARY	010	$614.94
21003444	IZA DESIGN INC.	C/O 1: CANCEL BACKORDERED ITEMS; CUSTOM SHIRTS; FILM LA FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$1,706.67
21003471	APPLE COMPUTER ED SALES	C/O 1: CANCEL ORDER; COMPUTER EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$15,668.04
21003506	MUSCO CORPORATION	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$450.00
21003509	STOTZ EQUIPMENT	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$127.67
21003510	TURF STAR, INC.	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$490.17
21003511	STAR FORD	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$172.97
21003512	DICK BLICK CO	C/O 1: CANCEL BACKORDERS; ART SUPPLIES	BURBANK HIGH SCHOOL	010	$690.26
21003513	SKAUG TRUCK BODY WORKS	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$102.95
21003533	CURTIS, SUSAN T.	C/O 1: REVISE ACCOUNT STRING; CONSULTANT AGREEMENT; SPECIAL EDUCATION MANAGEMENT SUPPORT SERVICES; GEER FUNDS; BOARD APPROVED 5/20/21	SPECIAL EDUCATION	010	$3,000.00
21003555	UME FEDERAL CREDIT UNION	SOFTWARE LICENSE; BOARD APPROVED 6/18/20	TECHNOLOGY SERVICES	010	$20.48
21003556	MARTIN, SUSAN	CONSULTANT AGREEMENT; STUDENT ASSESSMENT SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/3/21	SPECIAL EDUCATION	010	$1,180.00
21003557	REFRIGERATION SUPPLIES DIST	HVAC SUPPLIES; ESSER FUNDS	FACILITIES PLANNING SERVICES	010	$7,379.52
21003558	MARQUIS, SAMANTHA	REIMBURSEMENT TO FUNDRAISING COMMITTEE MEMBER FOR YEARBOOKS, GIFT FUNDS	JEFFERSON ELEMENTARY	010	$197.32
21003559	G&C PROPERTIES	COMMISSION FOR RENTAL PROPERT LISTING; RENTAL OF DISTRICT PROPERTY FUNDS; BOARD APPROVED 5/6/21	FISCAL SERVICES	010	$2,304.00

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21003560	RAIL PRODUCTIONS, LLC	AUDIO/VISUAL EQUIPMENT RENTAL; ESSER II FUNDS	EDISON ELEMENTARY	010	$1,100.00
21003561	VORACHAK, SONLAY	REIMBURSEMENT TO COUNSELOR FOR TECHNOLOGY SUPPLIES	DOLORES HUERTA MIDDLE SCHOOL	010	$222.91
21003562	GOLDENBERG, JENNIFER	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$251.54
21003563	SCOE SACRAMENTO COUNTY OFFICE OF ED	CONFERENCE REGISTRATION FEES; ADULT EDUCATION-BLOCK GRANT	BURBANK ADULT SCHOOL	110	$1,180.00
21003564	IZURIETA FENCE COMPANY INC	FURNISH & REINSTALL GATE AND FENCE PANEL AT DISNEY ES AS PER UNIT PRICE BID 1920-012; BOND FUNDS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	213	$8,418.53
21003565	FIELDTURF USA INC	TURF MAINTENANCE @ BHS & JBHS; CITY OF BURBANK ATHLETIC FIELD FUNDS; BOARD APPROVED 4/15/21	FACILITIES SERVICES	010	$9,500.00
21003566	LALICATA, TRACI	REIMBURSEMENT TO FUNDRAISING COMMITTEE PRESIDENT FOR STUDENT PRIZES; GIFT FUNDS	JEFFERSON ELEMENTARY	010	$568.81
21003567	SUNBELT RENTALS, INC.	CONTRACTED SERVICES	FACILITIES SERVICES	010	$577.83
21003568	GARVEY EQUIPMENT COMPANY	GROUNDS SUPPLIES	FACILITIES SERVICES	010	$2,232.03
21003569	STAR FORD	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$24.18
21003570	MACIAS, SANDRA	REIMBURSEMENT TO TEACHER FOR COMPETITION SUPPLIES; CTE-UNRESTRICTED FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$290.75
21003571	REFRIGERATION SUPPLIES DIST	HVAC SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,523.70
21003572	ALL AMERICAN TROPHY & ENGRAVING CO	STAFF AWARDS	SUPERINTENDENT ´S OFFICE	010	$32.85
21003573	SANDOVAL, SOPHIA	REIMBURSEMENT TO ASES STAFF MEMBER FOR END OF YEAR PARTY; ASES FUNDS	CHILD DEVELOPMENT SERVICES	010	$68.65
21003574	HARVEY, TERRI	REIMBURSEMENT TO BUYER FOR OFFICE SUPPLIES; CORONAVIRUS RELIEF FUNDS	PURCHASING SERVICES	010	$150.92
21003575	OTTERS, MICHELE	REIMBURSEMENT TO PURCHASING TECHNICIAN FOR OFFICE SUPPLIES; CORONAVIRUS RELIEF FUNDS	PURCHASING SERVICES	010	$99.21
21003576	AMAZON CAPITAL SERVICES	BOOKS AND OFFICE FURNITURE; FILM LA FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$350.31
21003577	JOSTENS, INC.	DIPLOMAS; ACCOUNTS RECEIVABLE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$6.80
21003578	LANGUAGE RESOURCE OF AMERICA, INC	INTERPRETATION SERVICES; GEER FUNDS	SPECIAL EDUCATION	010	$856.00
21003579	SCHOOL ZONE TRANSPORTATION, INC	STUDENT TRANSPORTATION; ATHELTICS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$545.00

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21003580	PLAYPOWER LT FARMINGTON INC.	FURNISH AND INSTALL SIGNS AND STICKERS FOR PLAYGROUND @ HORACE MANN; SOURCEWELL/NJPA PIGGYBACK; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,195.48
21003581	PREMIER PIPE	PIPE BURSTING AND TIE IN TO CITY SEWER CONNECTION @ WASHINGTON ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$26,240.00
21003582	AMAZON CAPITAL SERVICES	WORKBOOKS; GEER FUNDS	PROVIDENCIA ELEMENTARY	010	$17.53
21003583	HESSION, JUDY	REIMBURSEMENT TO PRINCIPAL FOR GRADUATION SUPPLIES; ESSER II FUNDS	MILLER ELEMENTARY	010	$372.56
21003584	UME FEDERAL CREDIT UNION	SOFTWARE LICENSE; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$150.00
21003585	RELIABLE DELIVERY SERVICE	RELOCATION OF 3 CONTAINERS @ DISNEY ES; BOND FUNDS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	213	$1,100.00
21003586	UME FEDERAL CREDIT UNION	PRINT SHOP EQUIPMENT AND SUPPLIES; CRF FUNDS	FACILITIES SERVICES	010	$16,374.84
21003587	FELLERS INC	PRINT SHOP SUPPLIES; CRF FUNDS	FACILITIES SERVICES	010	$2,011.37
21003588	DEPARTMENT OF INDUSTRIAL RELATIONS	ANNUAL CONVEYANCE PERMIT FEE FOR ADMIN, PROVIDENCIA ES & EDISON ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,700.00
21003589	PROTOCOL AGENCY, INC.	CONSULTANT AGREEMENT; LICENSED VOCATIONAL NURSE SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$4,200.00
21003590	SHEARER, SANDRA	REIMBURSEMENT TO ADMIN SECRETARY FOR OFFICE SUPPLIES; GEER FUNDS	SPECIAL EDUCATION	010	$82.68
21003591	MEGLEMRE, JENNIFER	REIMBURSEMENT TO PRINCIPAL FOR STUDENT AWARDS	DOLORES HUERTA MIDDLE SCHOOL	010	$119.54
21003592	GOLDENBERG, JENNIFER	REIMBURSEMENT TO TEACHER ON SPECIAL ASSIGNMENT FOR SUMMER SCHOOL SUPPLIES; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$32.13
21003593	AMTECH ELEVATOR SERVICES	SERVICE CALL FOR ELEVATOR @ BRET HARTE ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$275.00
21003594	RODRIGUEZ, ANNA	REIMBURSEMENT TO TEACHER FOR SUMMER SCHOOL SUPPLIES; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$169.41
21003595	CARRILLO, JISELH	REIMBURSEMENT TO SUBSTITUTE TEACHER FOR SUMMER SCHOOL SUPPLIES; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$161.93
21003596	JESSOE, JENNIFER	REIMBURSEMENT TO OCCUPATIONAL THERAPIST FOR CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$198.86

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
21003597	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENTS FOR TRAVEL EXPENSES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 7/16/20	SPECIAL EDUCATION	010	$3,000.00
21003598	DANIELSON EDUCATIONAL CONSULTING	CONSULTANT AGREEMENT; PROFESSIONAL DEVELOPMENT SERVICES; GIFT FUNDS; BOARD APPROVED 5/20/21	SPECIAL EDUCATION	010	$6,400.00
21003599	HOWARD, COREY	REIMBURSEMENT TO TITLE I COORDINATOR FOR MEETING SUPPLIES; FILM LA FUNDS	MUIR MIDDLE SCHOOL	010	$122.11
21003600	VARGAS, MARTIN	MEETING SUPPLIES; FILM LA FUNDS	MUIR MIDDLE SCHOOL	010	$480.00
		PO Count:	**108**	**Total:**	**$1,613,117.42**

Printed between 06/15/2021 & 07/12/2021

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	103	$1,322,501.89
110	Adult Education Fund	1	$1,180.00
120	Child Development Fund	1	$2,720.00
213	Building Fund - 3rd Issuance	3	$286,715.53
		Total:	**$1,613,117.42**

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000019	VIRCO MFG CO.	C/O 1: CANCEL ITEM AND REVISE SPECS; CLASSROOM FURNITURE; BOND FUNDS	PROVIDENCIA ELEMENTARY	250	$2,486.94
22000021	BERTRAND'S MUSIC	MUSICAL INSTRUMENT; ARTS FOR ALL FUNDS	BURBANK HIGH SCHOOL	010	$6,797.45
22000022	HP INC	TECHNOLOGY EQUIPMENT; TITLE I FUNDS	MILLER ELEMENTARY	010	$2,282.37
22000023	NJP SPORTS INC	FURNISH AND INSTALL GYM PADS IN MUIR GYM; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$4,335.63
22000024	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT	TECHNOLOGY SERVICES	010	$25.80
22000025	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT	Student Services	010	$25.80
22000026	GRANICUS	PEAK AGENDA MONTHLY MANAGED SERVICE & SOFTWARE; BOARD APPROVED 6/17/21	SUPERINTENDENT ´S OFFICE	010	$30,895.22
22000027	SOLARWINDS	REMOTE SUPPORT SOFTWARE LICENSE; GENERAL UNRESTRICTED AND CHILD NUTRITION SCHOOL PROGRAM FUNDS; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$656.64
22000027	SOLARWINDS	REMOTE SUPPORT SOFTWARE LICENSE; GENERAL UNRESTRICTED AND CHILD NUTRITION SCHOOL PROGRAM FUNDS; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	130	$172.80
22000028	EDPUZZLE, INC.	SOFTWARE LICENSE; BOARD APPROVED 6/17/21	BURBANK HIGH SCHOOL	010	$1,500.00
22000029	BLACKBOARD INC	SOFTWARE LICENSES; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$11,475.00
22000030	BLACKBOARD INC	SOFTWARE SUBSCRIPTION; WEB HOSTING, MOBILE APP & PARENT NOTIFICATION SYSTEM; YEAR 3 OF 3; BOARD APPROVED 12/20/18, 5/16/19 & 6/17/21	TECHNOLOGY SERVICES	010	$28,375.39
22000031	TOOLS4EVER	SOFTWARE MAINTENANCE; USER MANAGEMENT & PASSWORD RESET; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$5,260.26
22000032	INSIGHT INVESTMENTS LLC	LEASE AGREEMENT; LIGHTSPEED RELAY CONTENT FILTERING; BOARD APPROVED 4/16/20 & 6/17/21	TECHNOLOGY SERVICES	010	$24,298.96
22000033	AMERICAN REGISTRY FOR INTERNET NUMBERS, LTD.	C/O 1: CANCEL ORDER; SOFTWARE LICENSE; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$150.00
22000034	EAGLE SOFTWARE	AERIES SOFTWARE LICENSES, MAINTENANCE & SUPPORT; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$79,320.00
22000035	JAMF SOFTWARE LLC	DISTRICTWIDE SOFTWARE LICENSES; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$23,675.00
22000036	ACCELERATE LEARNING INC.	SOFTWARE LICENSES; SCIENCE; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$105,346.80
22000037	CURRICULUM ASSOCIATES INC	DISTRICTWIDE SOFTWARE LICENSES; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$310,086.63

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000038	ALTAWARE, INC.	NETWORK MONITORING SOFTWARE; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$3,293.00
22000039	LESSONPIX INC	SOFTWARE LICENSE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$36.00
22000040	ILLUMINATE EDUCATION INC	SOFTWARE LICENSES; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$108,054.92
22000041	POWERSCHOOL GROUP LLC	SOFTWARE LICENSE MANAGEMENT FEE; BOARD APPROVED 6/17/21	INSTRUCTIONAL SERVICES	010	$9,072.80
22000042	BURBANK COMMUNITY YMCA	AGREEMENT TO PROVIDE SERVICES FOR THE 2021 ELEMENTARY SCHOOL SUMMER PROGRAM; TITLE I FUNDS; BOARD APPROVED 3/18/21	INSTRUCTIONAL SERVICES	010	$31,250.00
22000043	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT	Student Services	010	$77.40
22000044	ADEMCO INC DBA ADI	2021-22 BLANKET ORDER; ELECTRICAL SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,000.00
22000045	ALL PHASE ELECTRIC SUPPLY CO	2021-22 BLANKET ORDER; ELECTRICAL SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$50,000.00
22000046	ANIXTER INC	2021-22 BLANKET ORDER; LOCKSMITH SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$15,000.00
22000047	BATTERY SYSTEMS, INC.	2021-22 BLANKET ORDER; FACILITIES REPAIR SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$6,000.00
22000048	BMC WEST LLC	2021-22 BLANKET ORDER; EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$2,000.00
22000049	BURBANK PAINT COMPANY	2021-22 BLANKET ORDER; PAINTING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$7,500.00
22000050	CARTER FENCE COMPANY INC	2021-22 BLANKET ORDER; FENCING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$2,000.00
22000051	CITY OF BURBANK	2021-22 BLANKET ORDER; GASOLINE FOR MAINTENANCE VEHICLES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$45,000.00
22000052	COMMUNITY CHEVROLET COMPANY	2021-22 BLANKET ORDER; DISTRICT VEHICLE REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,000.00
22000053	CONTROLLED MOTION SOLUTIONS, INC.	2021-22 BLANKET ORDER; EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$500.00
22000054	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,500.00
22000055	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	EMERSON ELEMENTARY	010	$6,000.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000056	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	TECHNOLOGY SERVICES	010	$2,000.00
22000057	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	JEFFERSON ELEMENTARY	010	$3,000.00
22000058	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	FISCAL SERVICES	010	$7,000.00
22000059	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$8,000.00
22000060	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	PURCHASING SERVICES	010	$700.00
22000061	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$2,000.00
22000062	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	EMERSON ELEMENTARY	010	$6,000.00
22000063	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	JEFFERSON ELEMENTARY	010	$3,000.00
22000064	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	ROOSEVELT ELEMENTARY	010	$9,000.00
22000065	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$9,500.00
22000066	STAPLES BUSINESS ADVANTAGE	2021-22 BLANKET ORDER; OFFICE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,250.00
22000067	STAPLES BUSINESS ADVANTAGE	2021-22 BLANKET ORDER; OFFICE SUPPLIES	FISCAL SERVICES	010	$500.00
22000068	AMAZON CAPITAL SERVICES	2021-22 BLANKET ORDER; OFFICE SUPPLIES	PURCHASING SERVICES	010	$200.00
22000069	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	EDISON ELEMENTARY	010	$650.00
22000070	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATORS	MC KINLEY ELEMENTARY	010	$2,450.00
22000071	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATORS	EMERSON ELEMENTARY	010	$1,800.00
22000072	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	WASHINGTON ELEMENTARY	010	$650.00
22000073	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	JEFFERSON ELEMENTARY	010	$650.00
22000074	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	JOHN BURROUGHS HIGH SCHOOL	010	$650.00
22000075	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	ROOSEVELT ELEMENTARY	010	$650.00
22000076	THE STEM ACADEMY, INC.	SITE SOFTWARE LICENSES; BHS & JBHS; CTE INCENTIVE GRANT; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$3,900.00
22000077	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATOR	MILLER ELEMENTARY	010	$650.00
22000078	GENERAL BINDING CORP	EQUIPMENT SERVICE CONTRACT; LAMINATOR	EMERSON ELEMENTARY	010	$515.00
22000079	YOUSCIENCE, LLC	SOFTWARE LICENSES; CTE INCENTIVE GRANT FUNDS	ELECTRONIC DISTRIBUTION	010	$9,900.00

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000080	HANOVER RESEARCH COUNCIL LLC	CONSULTANT AGREEMENT - YEAR 3 OF 3; RESEARCH ASSISTANCE; BOARD APPROVED 6/3/21	INSTRUCTIONAL SERVICES	010	$39,690.00
22000081	DOCUMENT TRACKING SERVICES LLC	SOFTWARE LICENSES; DOCUMENT TRACKING & TRANSLATION SERVICES; CAASPP TESTING FUNDS; BOARD APPROVED 6/17/21	INSTRUCTIONAL SERVICES	010	$8,035.00
22000082	SMARTETOOLS, INC.	LICENSE & MAINTENANCE FEE FOR SMARTEFINANCE; BOARD APPROVED 6/17/21	FISCAL SERVICES	010	$60,900.00
22000083	MOTE TECHNOLOGIES, INC.	SOFTWARE LICENSE; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$15,606.00
22000084	COSCO FIRE PROTECTION INC	2021-22 BLANKET ORDER; FIRE PROTECTION SYSTEM SUPPLIES	FACILITIES PLANNING SERVICES	010	$3,000.00
22000085	DIY HOME CENTER-BURBANK	2021-22 BLANKET ORDER; MAINTENANCE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$14,500.00
22000086	DUNN EDWARDS CORPORATION/LA	2021-22 BLANKET ORDER; PAINTING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$10,000.00
22000087	EWING IRRIGATION PRODUCTS	2021-22 BLANKET ORDER; IRRIGATION REPAIR SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$8,000.00
22000088	FERGUSON ENTERPRISES, INC.	2021-22 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,000.00
22000089	H & H AUTO PARTS WHOLESALE	2021-22 BLANKET ORDER; VEHICLE REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,000.00
22000090	THE HOME DEPOT F/K/A SUPPLYWORKS	2021-22 BLANKET AGREEMENT; ON-GOING & MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$30,000.00
22000091	HYDRAULIC INDUSTRIAL PLUMBING SUPPLY	2021-22 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$37,000.00
22000092	INDUSTRIAL METAL SUPPLY	2021-22 BLANKET ORDER; EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$3,000.00
22000093	INTERMOUNTAIN LOCK & SUPPLY CO	2021-22 BLANKET; LOCKSMITH SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$20,000.00
22000094	JOHNSTONE SUPPLY	2021-22 BLANKET ORDER; REPAIR AND MAINTENANCE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$11,000.00
22000095	LOWE'S HOME IMPROVEMENT	2021-22 BLANKET ORDER; ELECTRICAL SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,000.00
22000096	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	BURBANK HIGH SCHOOL	010	$3,000.00
22000097	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; CLASSROOM SUPPLIES	BURBANK HIGH SCHOOL	010	$5,000.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000098	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE SUPPLIES	BURBANK HIGH SCHOOL	010	$2,000.00
22000099	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; CLASSROOM SUPPLIES	BURBANK HIGH SCHOOL	010	$4,000.00
22000100	DICK BLICK CO	2021-22 BLANKET ORDER; ART SUPPLIES	BURBANK HIGH SCHOOL	010	$500.00
22000101	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	PROVIDENCIA ELEMENTARY	010	$1,500.00
22000102	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	Student Services	010	$3,000.00
22000103	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	LUTHER BURBANK MIDDLE SCHOOL	010	$8,000.00
22000104	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES	PROVIDENCIA ELEMENTARY	010	$1,500.00
22000105	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	DISNEY ELEMENTARY	010	$166.20
22000106	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES	MC KINLEY ELEMENTARY	010	$1,285.85
22000107	SCHOOLSIN	PHYSICAL EDUCATION EQUIPMENT	ROOSEVELT ELEMENTARY	010	$691.05
22000108	COMPLETE BUSINESS SYSTEMS	OFFICE SUPPLIES	EMERSON ELEMENTARY	010	$438.22
22000109	DICK BLICK CO	ART SUPPLIES	BURBANK HIGH SCHOOL	010	$60.69
22000110	KR NIDA CORPORATION	COMMUNICATIONS EQUIPMENT	JOHN BURROUGHS HIGH SCHOOL	010	$3,239.89
22000111	KR NIDA CORPORATION	COMMUNICATIONS EQUIPMENT; SPECIAL EDUCATION FUNDS	BRET HARTE ELEMENTARY	010	$1,953.93
22000112	TRAINING ROOM INC	INSTRUCTIONAL SUPPLIES; PERKINS GRANT	BURBANK HIGH SCHOOL	010	$3,788.61
22000113	NAPA AUTO PARTS	2021-22 BLANKET ORDER; VEHICLE REPAIR & MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,500.00
22000114	PLUMBING WHOLESALE OUTLET INC	2021-22 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$9,000.00
22000115	PRAXAIR	2021-22 BLANKET ORDER; REPAIR MATERIALS AND SERVICE FOR FACILITIES EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,750.00
22000116	BESTLINK NETWARE INC	2021-22 BLANKET ORDER; TECHNOLOGY SUPPLIES	TECHNOLOGY SERVICES	010	$2,000.00
22000117	BLUE STREET CAPITAL LLC	LEASE AGREEMENT; SOPHOS ENDPOINT PROTECTION; BOARD APPROVED 4/16/20 & 6/17/21	TECHNOLOGY SERVICES	010	$19,331.67
22000118	NEWSELA, INC.	SOFTWARE SUBSCRIPTION; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$32,604.75
22000119	GAMESALAD, INC.	CLASSROOM SOFTWARE LICENSES; PERKINS GRANT; BOARD APPROVED 6/17/21	JOHN BURROUGHS HIGH SCHOOL	010	$969.00
22000120	ADKINS, BONNIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,854.69

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000121	ALLAHDADIAN, ASHKHEN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000122	ANDERSON, LORI	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,380.96
22000123	ANDREWS, JAMIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000124	AVANES, LILI	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000125	AVANISIAN, JERMAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000126	AYUSO, BARBARA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,483.64
22000127	BANIAN, VARTUHI	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,483.64
22000128	BINKLEY, GRETA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,000.00
22000129	BREMMER, KATHRYN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,620.75
22000130	BRONSON, LORRIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000131	BROOKS, ANN E	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000132	BRUHN, NANCY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000133	CARRACELA, CLARA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000134	CHAVEZ, MARIA EDNA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,380.96
22000135	CHRISTIANAKIS, ROSA C	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000136	CLARKE, KELLI	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000137	CLARKE, MARK	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000138	COLGAN, CHARLES EDWARD	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$12,000.00
22000139	COLLIER, DONNA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000140	COOK, FREDERICK	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000141	DARRYN, KAREN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000142	D'MELLO, ANGELA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,687.88
22000143	DERRY, CAROL	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000144	DEVIN, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,144.56
22000145	DOGGETT, IGNACIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000146	DY, LOUIS	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000147	ELLIOTT, GINA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000148	ENGEL, DAVID	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000149	ENGEL, SANDRA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000150	FISHER, LINDA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,179.92
22000151	FONG, CHINTANA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000152	FRAIZER, REX	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,429.50
22000153	FRENCH, GAIL	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000154	FUCHS, MARJORIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000155	GARFIELD, PATRICIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,406.04
22000156	GIBBONS, DONNA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000157	GOWDA, KUMUDINI	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000158	GRAVES, KELLY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000159	HACOPIAN, ZARIK	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000160	HARLAN, JANET	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000161	HILL, LINDSAY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000162	HOM, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000163	HOVER, NANCY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000164	HYMAN, MARY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000165	JAYNES, DAVID	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$12,000.00
22000166	JOE, GLORIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000167	JOSLIN, JULIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000168	KROHN, CHRISTINE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000169	KULCHIN TABORI, LAURIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$11,672.16
22000170	LaFOUNTAINE, SHELLEY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000171	LILLY, MARGIE L	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000172	LOPEZ, FRANCISCO	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000173	LUCIANI, JANE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000174	MACIEL, ANA MARIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000175	MACKEY, DEBORAH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$714.75
22000176	MARINO, MILAGROS	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,752.00
22000177	MASSON, DEBRA A	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,311.56
22000178	MCNALLY, JACQUELINE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$714.75
22000179	MERCHAIN, DEBORAH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000180	MERSOLA, CYNTHIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000181	MILNER, DIANE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000182	MULLIN, WINONA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000183	O'DELL, BETTIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000184	O'ROURKE, BRIAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$12,000.00
22000185	PASCOLINI, CAROL A.	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,276.67
22000186	PEREZ, LINDA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,970.08
22000187	PERRY, TWILIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,380.96
22000188	POWELL, ROBERT	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000189	QUIROS, MELIDA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000190	RAPP, GARY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,380.96
22000191	REAGAN, MARY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000192	REED, JOSEPH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$4,151.28
22000193	REED, LETITIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000194	REITHMILLER, LISA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000195	RIFE, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000196	ROBINSON-CALUYA, JUDITH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,767.52
22000197	ROBLES, JESUS	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000198	RONDINELLA, DAWN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,803.28
22000199	SANTOYO, JEANNE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000200	SARQUIZ, JANET	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,483.64
22000201	SCHACKMANN, ANITA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000202	SCHINDLER, MARY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,144.56
22000203	SHAH, MAYA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000204	SHAW, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000205	SHIRTCLIFF, GARY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000206	SILVERSTEIN, PHILIP	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,580.52
22000207	SMALLWOOD, NANCY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000208	SNOWDEN, NANCY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,859.00
22000209	SOLA, LINA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,071.52
22000210	SPENCE, JOHN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000211	STEELE, BARBARA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000212	SUBIA, JOSE LUIS	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,276.67
22000213	SULLIVAN, CINDY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000214	SULLIVAN, TIMOTHY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000215	THOMSON, DAVID	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,406.04
22000216	TYLER, KAY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$505.68
22000217	VAGANAY, ELIZABETH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$1,348.48
22000218	VANDER BORGHT, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$476.50
22000219	WILLIAMS, KIMBERLY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000220	WYDRA, DOREEN K	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$181.48
22000221	YOUNG, LINDA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,406.04
22000222	ACEVEDO-ENGLISH, MARIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000223	INMAN, SHARON	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,483.64
22000224	PRADO, MARA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000225	RONDINELLA, TINA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,709.44
22000226	SHAW, ROBERT	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000227	SHERWOOD, BRIAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,268.40
22000228	SIMA, MARIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000229	BANKS, SONIA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000230	DE AVILA, JENNY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000231	KASPARIAN, ARMINEH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$691.88
22000232	KROPF, JULIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000233	MARCY, CATHY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000234	RODRIGUEZ, ROSEMARIE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000235	ROMERO, MARIA ELENA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000236	ABOOLIAN, ZOYA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000237	ANDERSON, KARIN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$3,709.38
22000238	AVANESSIAN, AREVAHAD	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000239	DeBARROS, SANDRA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000240	BROIDY, HEATHER	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$5,934.96
22000241	CAMARILLO, LYNDA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$12,000.00
22000242	DEMYANEK, DEBBY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,406.04
22000243	GARCIA, ROSE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000244	HODGINS, KATHY	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000245	LISTRO, SUSAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$8,302.56
22000246	ESCOBAR, CELIA MOLINA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,823.00
22000247	NICOLAOU, THERESA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000248	SALACH, MARK	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$6,322.08
22000249	SETTLEMOIR, THERESA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,177.76
22000250	THOMAS, ELIZABETH	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$10,716.84
22000251	TOOLEY, LAURA	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000252	VALLONE, JOANNE	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$2,022.72
22000253	YANTZ, GEORGAN	2021-22 BLANKET; RETIREE MEDICAL REIMBURSEMENT	DISTRICT OFFICE	670	$7,418.76
22000254	STUDIES WEEKLY INC	SOFTWARE SUBSCRIPTION AND INSTRUCTIONAL MATERIALS; ELO FUNDS; BOARD APPROVED 6/17/21	ELECTRONIC DISTRIBUTION	010	$57,033.04

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000255	FRESHWORKS INC	SOFTWARE SUBSCRIPTION; HELP DESK TICKET SYSTEM; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$21,891.01
22000256	STARFALL EDUCATION FOUNDATION	SITE SOFTWARE LICENSE; BOARD APPROVED 6/17/21	MILLER ELEMENTARY	010	$270.00
22000257	ALL PHASE ELECTRIC SUPPLY CO	2021-22 BLANKET ORDER; LAMPS & BULBS; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$3,000.00
22000258	CITY OF BURBANK	2021-22 BLANKET ORDER; GASOLINE FOR OPERATIONS VEHICLES; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$47,000.00
22000259	REFRIGERATION SUPPLIES DIST	2021-22 BLANKET ORDER; HVAC REPAIR MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$24,500.00
22000260	RUSSELL SIGLER INC	2021-22 BLANKET ORDER; HVAC SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$20,000.00
22000261	SMARDAN SUPPLY BURBANK	2021-22 BLANKET ORDER; PLUMBING SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,000.00
22000262	STUMBAUGH & ASSOCIATES INC	2021-22 BLANKET ORDER; EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$2,000.00
22000263	T-MOBILE	2021-22 BLANKET ORDER; FACILITIES SERVICES STAFF CELL PHONE AGREEMENT; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,275.00
22000264	TOOL TIME	2021-22 BLANKET ORDER; TOOLS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,000.00
22000265	US AIR CONDITIONING DISTRIBUTORS	2021-22 BLANKET ORDER; HVAC SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$11,500.00
22000266	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$2,335.73
22000267	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,643.38
22000268	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT	INSTRUCTIONAL SERVICES	010	$2,732.99
22000269	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT	INSTRUCTIONAL SERVICES	010	$1,221.88
22000270	ZEARN, INC.	SOFTWARE LICENSE; TITLE I FUNDS	MILLER ELEMENTARY	010	$2,500.00
22000271	PROJECT LEAD THE WAY INC	SOFTWARE LICENSES; PERKINS GRANT	MUIR MIDDLE SCHOOL	010	$2,400.00
22000272	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$11,286.27
22000273	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; TITLE I FUNDS	DISNEY ELEMENTARY	010	$11,286.27

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000274	WESTERN TIRE OF BURBANK INC	2021-22 BLANKET ORDER; DISTRICT VEHICLE REPAIRS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$9,500.00
22000275	WRIGHT'S SUPPLY INC	2021-22 BLANKET ORDER; EQUIPMENT MAINTENANCE AND REPAIR MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$6,500.00
22000276	GRAYBAR	2021-22 BLANKET ORDER; TECHNOLOGY SUPPLIES	TECHNOLOGY SERVICES	010	$1,000.00
22000277	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	WAREHOUSE STOCK; COPY PAPER	WAREHOUSE	010	$24,495.35
22000278	GRAINGER INC	2021-22 BLANKET ORDER; FACILITY AND EQUIPMENT REPAIR AND MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$50,000.00
22000279	MOBILE DEFENDERS LLC	2021-22 BLANKET ORDER; TECHNOLOGY SUPPLIES	TECHNOLOGY SERVICES	010	$4,000.00
22000280	CITY OF BURBANK	2021-22 BLANKET ORDER; GASOLINE FOR TECHNOLOGY SERVICES VEHICLES	TECHNOLOGY SERVICES	010	$4,500.00
22000281	AMAZON CAPITAL SERVICES	2021-22 BLANKET ORDER; TECHNOLOGY SUPPLIES	TECHNOLOGY SERVICES	010	$3,000.00
22000282	AMAZON CAPITAL SERVICES	2021-22 BLANKET ORDER; TECHNOLOGY SUPPLIES; TECHNOLOGY SUPPORT	TECHNOLOGY SERVICES	010	$3,000.00
22000283	DORIAN BUSINESS SYSTEMS	SOFTWARE LICENSES; INSTRUMENT INVENTORY; BOARD APPROVED 6/17/21	VARIOUS SITES	010	$1,779.90
22000285	SCHOOL OUTFITTERS	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$9,639.06
22000286	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLIES	MILLER ELEMENTARY	010	$187.85
22000287	SCHOOL SPECIALTY, INC	PLAYGROUND SUPPLIES	ROOSEVELT ELEMENTARY	010	$239.26
22000288	SCHOOL SPECIALTY, INC	PLAYGROUND SUPPLIES	MILLER ELEMENTARY	010	$372.39
22000289	SCHOOL SPECIALTY, INC	ART SUPPLIES	BRET HARTE ELEMENTARY	010	$102.10
22000290	EPICOR SOFTWARE CORPORATION	SOFTTWARE LICENSE; DOCUMENT MANAGEMENT SYSTEM; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$2,560.95
22000291	SCHOOL SPECIALTY, INC	PLAYGROUND SUPPLIES	DISNEY ELEMENTARY	010	$792.54
22000292	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$243.37
22000293	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$165.36
22000294	STAPLES BUSINESS ADVANTAGE	OFFICE FURNITURE	DISNEY ELEMENTARY	010	$187.41
22000295	DRIFTWOOD DAIRY	2021-22 BLANKET ORDER; DAIRY PRODUCTS FOR ATB SITES; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$43,640.00
22000296	MYSTERY SCIENCE INC	SOFTWARE LICENSE; TITLE I FUNDS; BOARD APPROVED 6/17/21	MILLER ELEMENTARY	010	$799.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000297	MYSTERY SCIENCE INC	SOFTWARE LICENSE; BOARD APPROVED 6/17/21	MC KINLEY ELEMENTARY	010	$1,249.00
22000298	HP INC	COMPUTER EQUIPMENT; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$1,141.19
22000299	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; GIFT FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$3,050.57
22000300	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; ADULT ED GENERAL APPORTIONMENT	BURBANK ADULT SCHOOL	110	$123.25
22000301	MYBINDING, LLC	OFFICE EQUIPMENT; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$2,452.64
22000302	AMAZON CAPITAL SERVICES	COMMUNICATION SUPPLIES; SPECIAL EDUCATION FUNDS	BRET HARTE ELEMENTARY	010	$89.96
22000303	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	EDISON ELEMENTARY	010	$671.98
22000304	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	BRET HARTE ELEMENTARY	010	$176.18
22000305	AMAZON CAPITAL SERVICES	CLASSROOM FURNITURE	EDISON ELEMENTARY	010	$159.85
22000306	AMAZON CAPITAL SERVICES	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$1,176.15
22000307	AMAZON CAPITAL SERVICES	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$532.51
22000308	AMAZON CAPITAL SERVICES	CLASSROOM FURNITURE	MILLER ELEMENTARY	010	$93.96
22000309	U S BANK	2021-22 BLANKET ORDER; GENERAL OBLIGATION BONDS ADMINISTRATION FEES; SPECIAL RESERVE FUNDS	FISCAL SERVICES	400	$1,500.00
22000310	DAILY JOURNAL CORPORATION	2021-22 BLANKET ORDER; NEWSPAPER ADVERTISEMENTS	FISCAL SERVICES	010	$800.00
22000311	UNITED PARCEL SERVICE	2021-22 BLANKET ORDER; UPS PICK-UPS; DISTRICTWIDE FUNDS	WAREHOUSE	010	$600.00
22000312	LOS ANGELES TIMES MEDIA GROUP	2021-22 BLANKET ORDER; NEWSPAPER ADVERTISING	INSTRUCTIONAL SERVICES	010	$500.00
22000315	WEST SAN GABRIEL LIABILITY & PROPERTY JPA	2021-22 WORKERS' COMPENSATION INSURANCE	FISCAL SERVICES	010	$2,085,946.00
22000319	MCBRIDE, DEBORAH	LEGAL FEES	FISCAL SERVICES	010	$60.00
22000320	WEST SAN GABRIEL LIABILITY & PROPERTY JPA	CSAC LIABILITY & PROPERTY INSURANCE	FISCAL SERVICES	010	$1,908,842.00
22000321	AZTEC LEASING INC	LEASE AGREEMENT FOR SHARP EQUIPMENT	FISCAL SERVICES	010	$392,309.19
22000322	BANC OF AMERICA PUBLIC CAPITAL CORP	LOAN AND ESCROW SERVICES FOR THE ENERGY PROGRAM; BOARD APPROVED 3/19/15	FISCAL SERVICES	010	$625,221.35
22000323	BANC OF AMERICA PUBLIC CAPITAL CORP	LEASE AGREEMENT; BOARD APPROVED 6/21/18	FISCAL SERVICES	010	$459,998.68
22000324	HP INC	COMPUTER EQUIPMENT; LCAP FUNDS	MUIR MIDDLE SCHOOL	010	$1,141.19
22000326	THE TORO COMPANY	ANNUAL SERVICE AGREEMENT FOR IRRIGATION CONTROLS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,794.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000327	CITY OF BURBANK	2021-22 BLANKET ORDER; LANDSCAPE & LOT MAINTENANCE; DISTRICT OWNED PARKING LOT ON GLENOAKS; RENTAL OF DISTRICT PROPERTY FUNDS	FISCAL SERVICES	010	$5,825.36
22000328	LOS ANGELES COUNTY TAX COLLECTOR	ANNUAL TAX BILL FOR PARKING FACILITY LOCATED AT PROVIDENCIA ES; RENTAL OF DISTRICT PROPERTY FUNDS	FISCAL SERVICES	010	$1,500.00
22000329	LOS ANGELES COUNTY TAX COLLECTOR	ANNUAL TAX BILL FOR PARKING FACILITY LOCATED AT GLENOAKS/PALM/ORANGE GROVE; RENTAL OF DISTRICT PROPERTY FUNDS	FISCAL SERVICES	010	$5,200.00
22000330	COUNTY OF LOS ANGELES, DEPT OF PUBLIC HEALTH	2021-22 BLANKET ORDER; FOOD SAFETY INSPECTIONS; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$6,500.00
22000331	LEVEL 3 COMMUNICATIONS LLC	COMMUNICATIONS AGREEMENT; VOIP SIP TRUNK SERVICE YEAR 2 OF 3; BOARD APPROVED 4/16/20	TECHNOLOGY SERVICES	010	$14,400.00
22000332	NASSP/NASC	2021-22 NATIONAL HONOR SOCIETY MEMBERSHIP; BOARD APPROVED 6/3/21	JOHN BURROUGHS HIGH SCHOOL	010	$385.00
22000333	NAGC MEMBERSHIP APPLICATION	2021-22 MEMBERSHIP FOR ASSISTANT SUPERINTENDENT OF INSTRUCTION; BOARD APPROVED 6/3/21	INSTRUCTIONAL SERVICES	010	$119.00
22000334	CASBO	2021-22 INSTITUTIONAL MEMBERSHIP; BOARD APPROVED 6/3/21	FISCAL SERVICES	010	$5,250.00
22000335	ACSA FOUNDATION FOR EDUCATIONAL ADMIN	2021-22 MEMBERSHIP FOR ASSISTANT SUPERINTENDENT OF ADMIN SERVICES; BOARD APPROVED 6/3/21	FISCAL SERVICES	010	$1,501.00
22000336	ASCD	2021-22 MEMBERSHIP FOR ASSISTANT SUPERINTENDENT OF INSTRUCTION; BOARD APPROVED 6/3/21	INSTRUCTIONAL SERVICES	010	$89.00
22000337	ACSA FOUNDATION FOR EDUCATIONAL ADMIN	2021-22 MEMBERSHIP FOR ASSISTANT SUPERINTENDENT OF INSTRUCTION; BOARD APPROVED 6/3/21	INSTRUCTIONAL SERVICES	010	$1,525.00
22000338	EDUCATION WEEK	2021-2022 MAGAZINE SUBSCRIPTION	JOHN BURROUGHS HIGH SCHOOL	010	$79.00
22000339	ACADEMIC INNOVATIONS LLC	ADOPTED TEXTBOOKS; LOTTERY-INSTRUCTIONAL MATERIALS FUNDS; BOARD APPROVED 8/20/15	VARIOUS SITES	010	$66,470.74
22000340	SMART & FINAL STORES CORP	2021-2022 BLANKET ORDER; MEETING SUPPLIES	INSTRUCTIONAL SERVICES	010	$250.00
22000341	FILE KEEPERS, LLC	2021-2022 BLANKET ORDER; DOCUMENT DESTRUCTION	FISCAL SERVICES	010	$1,000.00
22000342	SMART & FINAL STORES CORP	2021-2022 BLANKET ORDER; CHILDCARE SUPPLIES; CHILD DEVELOPMENT AND CD-CALIF STATE GENERAL CC PROGRAM FUNDS	CHILD DEVELOPMENT SERVICES	120	$3,345.00
22000343	FILE KEEPERS, LLC	DOCUMENT SHREDDING SERVICE; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$382.50

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000344	CITY OF BURBANK	2021-22 BLANKET ORDER; GASOLINE FOR FOOD SERVICE VEHICLES; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$4,500.00
22000345	UME FEDERAL CREDIT UNION	CUSTOM YARD SIGNS	MC KINLEY ELEMENTARY	010	$84.56
22000346	J.W. PEPPER & SONS, INC	2021-22 BLANKET ORDER; INSTRUCTIONAL MATERIALS; MUSIC	BURBANK HIGH SCHOOL	010	$500.00
22000347	UME FEDERAL CREDIT UNION	CUSTOM YARD SIGNS	MC KINLEY ELEMENTARY	010	$101.08
22000348	J.W. PEPPER & SONS, INC	2021-22 BLANKET ORDER; INSTRUCTIONAL MATERIALS; MUSIC	BURBANK HIGH SCHOOL	010	$400.00
22000349	EXPRESS READERS INC	INSTRUCTIONAL MATERIALS; TITLE I FUNDS	MILLER ELEMENTARY	010	$1,811.73
22000350	CURRICULUM ASSOCIATES INC	INSTRUCTIONAL MATERIALS; TITLE I FUNDS	MILLER ELEMENTARY	010	$3,323.42
22000351	CURRICULUM ASSOCIATES INC	INSTRUCTIONAL MATERIALS; TITLE I FUNDS	MILLER ELEMENTARY	010	$614.13
22000352	XELLO	SOFTWARE SUBSCRIPTION; WORKABILITY GRANT; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$675.00
22000353	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; TITLE I FUNDS	DISNEY ELEMENTARY	010	$131.25
22000354	SMART & FINAL STORES CORP	2021-2022 BLANKET ORDER; MEETING SUPPLIES; ADULT EDUCATION FUNDS	BURBANK ADULT SCHOOL	110	$2,000.00
22000355	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	EDISON ELEMENTARY	010	$111.00
22000356	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	MILLER ELEMENTARY	010	$213.43
22000357	U.S. POSTAL SERVICE	POSTAGE FOR BULK MAILINGS; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$16,000.00
22000358	WAXIE SANITARY SUPPLY	2021-22 BLANKET ORDER; MAINTENANCE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS; OMNIA PB CONTRACT #202329-01	FACILITIES PLANNING SERVICES	010	$2,000.00
22000359	WAXIE SANITARY SUPPLY	2021-22 BLANKET ORDER; CUSTODIAL SUPPLIES; UNRESTRICTED MAINTENANCE FUNDS; OMNIA PB CONTRACT #202329-01	FACILITIES PLANNING SERVICES	010	$275,000.00
22000360	WAXIE SANITARY SUPPLY	2021-22 BLANKET ORDER; CUSTODIAL SUPPLIES FOR ATB SITES & MONTEREY INFANT CENTER; CHILD DEVELOPMENT FUNDS; OMNIA PB CONTRACT #202329-01	CHILD DEVELOPMENT SERVICES	120	$18,000.00
22000361	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	PROFESSIONAL SERVICES AGREEMENT; LEGAL ADVICE IN EDUCATION LAW; BOARD APPROVED 6/3/21	FISCAL SERVICES	010	$200,000.00
22000362	THE PARENT INSTITUTE	MAGAZINE SUBSCRIPTION; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$369.00
22000363	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$106.09
22000364	CLIFTONLARSONALLEN LLP	PROFESSIONAL SERVICES AGREEMENT FOR AUDIT SERVICES; YEAR 2 OF 3; BOARD APPROVED 6/4/20	FISCAL SERVICES	010	$77,228.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000365	BRINK'S INC	PROFESSIONAL SERVICES AGREEMENT; ARMORED CAR TRANSPORT SERVICE; BOARD APPROVED 8/18/16	FISCAL SERVICES	010	$55,000.00
22000366	SOUTHWEST SCHOOL & OFFICE SUPPLY	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$2,000.00
22000367	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$5,000.00
22000368	AED AUTHORITY	AED CONCIERGE MANAGEMENT PROGRAM ANNUAL FEE; BOARD APPROVED 8/21/14	FISCAL SERVICES	010	$6,000.00
22000369	TIME FOR KIDS SUBSCRIPTIONS	MAGAZINE SUBSCRIPTION; TITLE I FUNDS	MILLER ELEMENTARY	010	$1,296.02
22000370	G & R MEDICAL SALES	2021-22 BLANKET ORDER; INSTRUCTIONAL SUPPLIES; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$7,000.00
22000371	UME FEDERAL CREDIT UNION	COMMUNICATIONS SUPPLIES	DISNEY ELEMENTARY	010	$81.87
22000372	LEARNING A-Z	SOFTWARE LICENSES FOR DUAL IMMERSION; RAZ-PLUS.COM; TITLE I FUNDS; BOARD APPROVED 6/17/21	MC KINLEY ELEMENTARY	010	$1,296.00
22000373	ONPOINT CAPITAL LLC	RESTOCKING FEE FOR RETURNED EQUIPMENT AT END OF IMAGESOURCE COPIER AGREEMENT	FISCAL SERVICES	010	$30,247.50
22000374	SENSLYNX LLC	PROFESSIONAL SERVICES AGREEMENT; TEMPERATURE MONITORING FOR REFRIGERATORS AND FREEZERS; CHILD NUTRITION SCHOOL PROGRAM FUNDS; BOARD APPROVED 5/20/21	FOOD SERVICES	130	$1,824.00
22000375	EXPRESS READERS INC	INSTRUCTIONAL MATERIALS; TITLE I FUNDS	MILLER ELEMENTARY	010	$451.23
22000376	EVERYDAY SPEECH	SOFTWARE LICENSE SUBSCRIPTION; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$2,399.92
22000377	READ NATURALLY INC	SOFTWARE LICENSES; READING; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$2,850.00
22000378	EDMENTUM, INC.	SOFTWARE LICENSES; MATH; TITLE I FUNDS; BOARD APPROVED 6/17/21	MUIR MIDDLE SCHOOL	010	$825.00
22000379	AMAZON CAPITAL SERVICES	BOOKS; TITLE I FUNDS	MUIR MIDDLE SCHOOL	010	$90.27
22000380	AMAZON CAPITAL SERVICES	AUDIO VISUAL EQUIPMENT; ESSER II FUNDS	SPECIAL EDUCATION	010	$55.10
22000381	TIME MAGAZINE SPECIAL SERVICES	MAGAZINE SUBSCRIPTION	BURBANK HIGH SCHOOL	010	$505.40
22000382	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$15,668.04
22000383	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	BURBANK ADULT SCHOOL	010	$119.68

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000384	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLIES; SPECIAL EDUATION FUNDS	HORACE MANN CHILDREN´S CENTER	010	$911.76
22000385	FILE KEEPERS, LLC	2021-2022 BLANKET ORDER; DOCUMENT DESTRUCTION	SPECIAL EDUCATION	010	$300.00
22000386	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM FURNITURE; CAPITAL FACILITIES FUNDS	PROVIDENCIA ELEMENTARY	250	$140.56
22000387	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$2,500.00
22000388	TIME FOR KIDS SUBSCRIPTIONS	MAGAZINE SUBSCRIPTION; TITLE I FUNDS	DISNEY ELEMENTARY	010	$470.25
22000389	STAPLES BUSINESS ADVANTAGE	2021-22 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$800.00
22000390	FEDERAL EXPRESS	2021-22 BLANKET ORDER; FEDERAL EXPRESS SHIPPING	PERSONNEL SERVICES	010	$6,000.00
22000391	ULINE - Attn: ACCOUNTS RECEIVABLES	2021-22 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$4,000.00
22000392	U S POSTAL SERVICE	2021-22 BLANKET ORDER; POSTAGE BY PHONE	PERSONNEL SERVICES	010	$102,000.00
22000393	KELLY PAPER	2021-22 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$10,000.00
22000394	SPICERS PAPER CO	2021-22 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$60,000.00
22000395	FELLERS INC	2021-22 BLANKET ORDER; PRINT CENTER SUPPLIES; DISTRICT PRINT SHOP FUNDS	FACILITIES SERVICES	010	$30,000.00
22000396	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$1,139.19
22000397	WEVIDEO, INC.	SOFTWARE LICENSE; ELO FUNDS	ELECTRONIC DISTRIBUTION	010	$4,080.05
22000398	YORK RISK SERVICES GROUP INC	ADMINISTRATION FEES FOR PAST WORKERS' COMPENSATION CLAIMS 1979-2005; BOARD APPROVED 10/5/17	FISCAL SERVICES	010	$10,036.00
22000399	ENTERPRISE FM TRUST	LEASE AGREEMENT FOR THE REPLACEMENT OF 15 DISTRICT VEHICLES; ON-GOING AND MAJOR MAINTENANCE FUNDS; BOARD APPROVED 10/15/15, 12/15/16 & 2/15/18	FISCAL SERVICES	010	$319,698.48
22000400	QUADIENT LEASING USA INC	2021-22 BLANKET ORDER; LEASE OF DIGITAL MAILING SYSTEM; PB NASPO #ADSPO11-00000411-4	PERSONNEL SERVICES	010	$2,893.36
22000401	Q PRESS	2021-22 BLANKET ORDER; PRINTING AND BULK MAIL PROCESSING; ADULT EDUCATION BLOCK GRANT & GENERAL APPORTIONMENT FUNDS	BURBANK ADULT SCHOOL	110	$26,000.00
22000402	SCHOOL MATE	CLASSROOM SUPPLIES	DISNEY ELEMENTARY	010	$584.33
22000403	COMPLETE BUSINESS SYSTEMS	EQUIPMENT SERVICE AGREEMENT; DUPLO DUPLICATORS	MUIR MIDDLE SCHOOL	010	$3,195.00

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000404	P & R PAPER SUPPLY COMPANY	2021-22 BLANKET ORDER; CAFETERIA SUPPLIES & PAPER GOODS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$50,000.00
22000405	SCHOOL MATE	CLASSROOM SUPPLIES; TITLE I FUNDS	WASHINGTON ELEMENTARY	010	$502.52
22000406	GALASSO'S BAKERY	2021-22 BLANKET ORDER; BAKERY PRODUCTS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$80,000.00
22000407	QUADIENT LEASING USA INC	2021-22 BLANKET ORDER; HASLER MAIL MACHINE SUPPLIES	PERSONNEL SERVICES	010	$5,000.00
22000408	EXPRESS READERS INC	INSTRUCTIONAL MATERIALS; TITLE I FUNDS	WASHINGTON ELEMENTARY	010	$8,032.93
22000409	DIY HOME CENTER-BURBANK	2021-22 BLANKET ORDER; GROUNDS AND CUSTODIAL SUPPLIES; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,000.00
22000410	GLENDALE BUILDER'S SUPPLIES	2021-22 BLANKET ORDER; FACILITY REPAIR MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,500.00
22000411	GRAINGER INC	2021-22 BLANKET ORDER; GROUNDS SUPPLIES; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,500.00
22000412	L.A. GRINDING CO	2021-22 BLANKET ORDER; SAW BLADE SHARPENING AND REPLACEMENTS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$1,000.00
22000413	CITY OF BURBANK	2021-22 BLANKET ORDER; LANDFILL FACILITY USE; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES SERVICES	010	$11,000.00
22000414	ELLISON EDUCATIONAL EQUIPMENT	OFFICE SUPPLIES	EDISON ELEMENTARY	010	$23.10
22000415	BENCHMARK EDUCATION COMPANY	ADOPTED TEXTBOOKS; LOTTERY-INSTRUCTIONAL MATERIALS FUNDS; BOARD APPROVED 5/2016	PROVIDENCIA ELEMENTARY	010	$6,218.10
22000416	AMAZON CAPITAL SERVICES	BOOK; SPECIAL EDUCATION FUNDS	WASHINGTON ELEMENTARY	010	$46.22
22000417	BENCHMARK EDUCATION COMPANY	ADOPTED TEXTBOOKS; LOTTERY-INSTRUCTIONAL MATERIALS FUNDS; BOARD APPROVED 5/2016	WASHINGTON ELEMENTARY	010	$6,444.11
22000418	AMAZON CAPITAL SERVICES	BOOKS; TITLE I FUNDS	DISNEY ELEMENTARY	010	$349.56
22000419	ACADEMIC THERAPY PUBLICATIONS / HIGH NOON BOOKS	TESTING MATERIALS	SPECIAL EDUCATION	010	$303.19
22000420	FUN EXPRESS LLC	CLASSROOM SUPPLIES	Student Services	010	$555.27
22000421	DRIFTWOOD DAIRY	2021-22 BLANKET ORDER; DAIRY PRODUCTS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$220,000.00

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000422	IXL LEARNING	SITE SOFTWARE LICENSE; MATH & ELA; TITLE I FUNDS; BOARD APPROVED 6/17/21	MC KINLEY ELEMENTARY	010	$7,672.00
22000423	ELECTUDE USA LLC	SOFTWARE LICENSES; PERKINS GRANT	INSTRUCTIONAL SERVICES	010	$3,000.00
22000424	KAMI	SOFTWARE LICENSES; ELO FUNDS	INSTRUCTIONAL SERVICES	010	$31,500.00
22000425	AMPLIFIED IT LLC	SOFTWARE LICENSES; ELO FUNDS	INSTRUCTIONAL SERVICES	010	$33,000.00
22000426	SCREENCASTIFY LLC	SOFTWARE LICENSES; ELO FUNDS	INSTRUCTIONAL SERVICES	010	$16,000.00
22000427	SOFTCHOICE CORP	MICROSOFT SOFTWARE LICENSES; BOARD APPROVED 6/17/21	TECHNOLOGY SERVICES	010	$85,026.06
22000428	TURNITIN, LLC	ANNUAL SOFTWARE LICENSES; ORIGINALITY CHECKING; BOARD APPROVED 6/17/21	BURBANK HIGH SCHOOL	010	$7,543.00
22000429	UNITED SITE SERVICES	CARRYOVER OF PO 21003316; HAND WASHING STATION RENTAL AND SERVICE; IN-PERSON INSTRUCTION FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$431.22
22000430	UME FEDERAL CREDIT UNION	CLASSROOM EQUIPMENT; PERKINS GRANT	DOLORES HUERTA MIDDLE SCHOOL	010	$1,334.10
22000431	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	ADOPTED TEXTBOOKS; LOTTERY-INSTRUCTIONAL MATERIALS FUNDS; BOARD APPROVED IN 2015	PROVIDENCIA ELEMENTARY	010	$1,825.63
22000432	HOUGHTON MIFFLIN HARCOURT SCHOOL DIVISION	ADOPTED TEXTBOOKS; LOTTERY-INSTRUCTIONAL MATERIALS FUNDS; BOARD APPROVED IN 2015	WASHINGTON ELEMENTARY	010	$2,109.74
22000433	GOLD STAR FOODS	2021-22 BLANKET ORDER; STOCK FOOD ITEMS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$1,000,000.00
22000434	LOZANO SMITH	PROFESSIONAL SERVICES AGREEMENT; LEGAL SERVICES IN FACILITIES & CONSTRUCTION; BOARD APPROVED 6/3/21	FISCAL SERVICES	010	$175,000.00
22000434	LOZANO SMITH	PROFESSIONAL SERVICES AGREEMENT; LEGAL SERVICES IN FACILITIES & CONSTRUCTION; BOARD APPROVED 6/3/21	FISCAL SERVICES	213	$25,000.00
22000435	ESSENTIAL EDUCATION	BOOKS; ADULT EDUCATION FUNDS	BURBANK ADULT SCHOOL	110	$987.33
22000436	GENERAL MONITORING SERVICES INC	FIRE ALARM MONITORING SERVICE; YEAR 3 OF 3 CONTINUED; UNRESTRICTED MAINTENANCE FUNDS; BOARD APPROVED 12/20/18	FACILITIES SERVICES	010	$2,000.00
22000437	PLAYPOWER LT FARMINGTON INC.	CARRYOVER OF PO 21003580; FURNISH AND INSTALL SIGNS AND STICKERS FOR PLAYGROUND @ HORACE MANN; SOURCEWELL/NJPA PIGGYBACK; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$2,195.48

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000438	KONA ICE OF SIMI VALLEY & KONA ICE NORTH VALLEY LA	CONSULTANT AGREEMENT; SUMMER SCHOOL ACTIVITY SERVICES; ELO GRANT; BOARD APPROVED 5/20/21	VARIOUS SITES	010	$1,260.00
22000439	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENT FOR EDUCATIONAL SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 5/6/21	SPECIAL EDUCATION	010	$20,000.00
22000440	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$455.00
22000441	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2021-22 BLANKET ORDER; OFFICE SUPPLIES	PERSONNEL SERVICES	010	$6,000.00
22000443	FILE KEEPERS, LLC	2021-22 BLANKET ORDER; DOCUMENT SHREDDING SERVICE	PERSONNEL SERVICES	010	$400.00
22000444	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$880.00
22000445	BOX CARS AND ONE-EYED JACKS, INC	CLASSROOM SUPPLIES; TITLE I FUNDS	DISNEY ELEMENTARY	010	$332.67
22000446	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$2,508.69
22000447	SPORTSFIELD SPECIALTIES INC	FC 2122-001 FURNISH AND INSTALL TENNIS COURT NETTING AND BASEBALL FIELD PADS @ JBHS & BHS; SPECIAL RESERVE FUNDS FOR CAPITAL OUTLAY PROJECTS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	400	$18,749.00
22000448	RENAISSANCE LEARNING	ANNUAL STAR READING, STAR MATH, ACCELERATED READER & MAINTENANCE FEE RENEWAL FOR MCKINLEY, DISNEY, WASHINGTON, PROVIDENCIA, JEFFERSON & DOLORES HUERTA; UNRESTRICTED, TITLE I AND GIFT FUNDS; BOARD APPROVED 6/17/21	INSTRUCTIONAL SERVICES	010	$45,736.36
22000449	STANBURY UNIFORMS, LLC	BAND UNIFORMS; ACCOUNTS RECEIVABLE AND GIFT FUNDS	BURBANK HIGH SCHOOL	010	$37,341.68
22000450	SWANER HARDWOOD INC	INSTRUCTIONAL MATERIALS; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$1,620.08
22000452	CURRICULUM ASSOCIATES INC	CLASSROOM SUPPLIES	EMERSON ELEMENTARY	010	$367.97
22000453	UME FEDERAL CREDIT UNION	CLASSROOM SUPPLIES; PERKINS GRANT	DOLORES HUERTA MIDDLE SCHOOL	010	$482.43
22000454	KAPLAN SCHOOL SUPPLY CORP KAPLAN EARLY LEARNING	CLASSROOM SUPPLIES; CD-CALIF STATE GENERAL CC PROGRAM FUNDS	WASHINGTON CHILDREN´S CENTER	120	$572.81
22000455	CURRICULUM ASSOCIATES INC	CLASSROOM SUPPLIES	PROVIDENCIA ELEMENTARY	010	$518.43
22000456	UME FEDERAL CREDIT UNION	INSTRUCTIONAL SUPPLIES; PERKINS GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$172.70
22000457	UME FEDERAL CREDIT UNION	INSTRUCTIONAL EQUIPMENT; PERKINS GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$110.24
22000458	HATCH & CESARIO	CONSULTANT AGREEMENT; LEGAL SUPPORT SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/3/21	SPECIAL EDUCATION	010	$150,000.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000459	MIRAVIA, LLC	BOOKS	INSTRUCTIONAL SERVICES	010	$218.61
22000460	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$324.42
22000461	LEARNING WITHOUT TEARS	INSTRUCTIONAL MATERIALS	ROOSEVELT ELEMENTARY	010	$2,172.96
22000462	BRAINPOP	SOFTWARE SUBSCRIPTION; ELO FUNDS	INSTRUCTIONAL SERVICES	010	$30,387.50
22000463	ANAYA, PSYD, ADRIANA	CONSULTANT AGREEMENT; PSYCHOLOGICAL-EDUCATIONAL EVALUATION SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/3/21	SPECIAL EDUCATION	010	$5,500.00
22000464	N2Y	SOFTWARE LICENSES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$8,013.51
22000465	LARGE, PH.D., MARY E.	CARRYOVER OF PO 21003543; CONSULTANT AGREEMENT; PSYCHOLOGICAL-EDUCATIONAL EVALUATION SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 5/6/21	SPECIAL EDUCATION	010	$1,500.00
22000466	SONJA BIGGS EDUCATIONAL SERVICES, INC.	CONSULTANT AGREEMENT; INTERVENER SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/3/21	SPECIAL EDUCATION	010	$89,713.00
22000467	ROCKLER WOODWORKING AND HARDWARE	INSTRUCTIONAL EQUIPMENT; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$706.67
22000468	NASCO WEST	INSTRUCTIONAL SUPPLIES; PERKINS GRANT	LUTHER BURBANK MIDDLE SCHOOL	010	$1,764.86
22000469	SCHOOL SPECIALTY, INC	AUDIO EQUIPMENT AND CLASSROOM FURNITURE; CAPITAL FACILITIES FUNDS	PROVIDENCIA ELEMENTARY	250	$1,474.87
22000470	LAKESHORE CURRICULUM MATERIAL	CLASSROOM RUG; CAPITAL FACILITIES FUNDS	PROVIDENCIA ELEMENTARY	250	$428.87
22000471	LOS ANGELES VALLEY COLLEGE BOOK STORE	BOOKS; K12 STRONG WORKFORCE PROGRAM PATHWAY IMPROVEMENT GRANT	INSTRUCTIONAL SERVICES	010	$1,232.60
22000472	POSITIVE PROMOTIONS	STAFF AWARDS; GIFT FUNDS	MILLER ELEMENTARY	010	$269.17
22000473	PROJECT WAYFINDER INC.	SOFTWARE LICENSES; UNRESTRICTED & ELO FUNDS	BURBANK HIGH SCHOOL	010	$48,000.00
22000474	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$181.91
22000475	PEARSON ASSESSMENT	TESTING MATERIALS	SPECIAL EDUCATION	010	$939.19
22000476	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	CONSULTANT AGREEMENT; SEIS RENEWAL; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$3,408.00
22000477	KIDS PHYSICAL THERAPY INC	CONSULTANT AGREEMENT; PHYSICAL THERAPY SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$121,500.00

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000478	NEUHOFF, DEBORAH E.	CONSULTANT AGREEMENT; ASSISTIVE TECHNOLOGY ASSESSMENT SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$3,500.00
22000479	UNIVERSAL ASPHALT CO	1920-018 ASPHALT UNIT PRICE BIDDING FOR PUBLIC WORKS PROJECTS; SLURRY SEAL AND STRIPING @ STEVENSON ES; BOND FUNDS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	213	$9,975.00
22000480	ADCO ROOFING	ROOF LEAK REPAIR AT BHS LIBRARY; DEFERRED MAINTENANCE FUNDS	FACILITIES SERVICES	140	$6,200.00
22000481	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENT FOR MILEAGE EXPENSES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$1,900.00
22000482	UNIVERSAL ASPHALT CO	1920-018 ASPHALT UNIT PRICE BIDDING FOR PUBLIC WORKS PROJECTS; ASPHALT REMOVAL AND CONCRETE REPLACEMENT @ MONTEREY HS; BOND FUNDS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	140	$16,475.00
22000483	UNIVERSAL ASPHALT CO	1920-018 ASPHALT UNIT PRICE BIDDING FOR PUBLIC WORKS PROJECTS; SLURRY SEAL AND STRIPING @ BRET HARTE ES; BOND FUNDS; BOARD APPROVED 7/15/21	FACILITIES SERVICES	213	$25,131.00
22000484	RELIABLE FLOOR COVERING, INC	2122-002 FURNISH AND INSTALL FLOORING @ JBHS BUNGALOWS; DEFERRED MAINTENANCE FUNDS	FACILITIES SERVICES	140	$39,603.00
22000485	BESTLINK NETWARE INC	TECHNOLOGY SUPPLIES; PERKINS GRANT	MUIR MIDDLE SCHOOL	010	$100.76
22000486	MOBYMAX, LLC	SOFTWARE LICENSE; ESSER II FUNDS	SPECIAL EDUCATION	010	$9,199.00
22000487	RYDIN	STUDENT PARKING PERMITS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$413.44
22000488	WEST SHIELD ADOLESCENT SERVICES	CONSULTANT AGREEMENT; STUDENT TRANSPORTATION SERVICES; SPECIAL EDUCATION TRANSPORTATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$10,000.00
22000489	LANGUAGE RESOURCE OF AMERICA, INC	CONSULTANT AGREEMENT; INTERPRETATION AND TRANSLATION SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$80,000.00
22000490	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENT FOR TRANSPORTATION EXPENSES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$7,815.00
22000491	MELARAGNO, M.D., ALBERT J.	CONSULTANT AGREEMENT; OCCUPATIONAL THERAPY SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/17/21	SPECIAL EDUCATION	010	$525.00

BOARD DETAIL REPORT

Printed between 06/15/2021 & 07/12/2021

PO Number	Vendor	Description	Site	Fund	Total Amount
22000492	TALIN BABIKIAN, PHD, ABPP	CONSULTANT AGREEMENT; PSYCHOEDUCATIONAL SERVICES; SPECIAL EDUCATION FUNDS; BOARD APPROVED 6/3/21	SPECIAL EDUCATION	010	$6,000.00
22000493	PROJECT LEAD THE WAY INC	PARTICIPATION FEE; PERKINS GRANT	MUIR MIDDLE SCHOOL	010	$950.00
22000494	ACCOMMODATING IDEAS INC	SIGN LANGUAGE INTERPRETATION SERVICES	PERSONNEL SERVICES	010	$75.00
22000495	PROJECT WAYFINDER INC.	PROFESSIONAL DEVELOPMENT AND ADVISORY CURRICULUM MATERIALS; TITLE I FUNDS AND ELO GRANT	DOLORES HUERTA MIDDLE SCHOOL	010	$45,903.33
22000496	ULTIMATESLP	SOFTWARE LICENSES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$2,113.40
22000497	LIMERICK, INC.	CONSULTANT AGREEMENT; LACTATION SUPPORT PROGRAM; BOARD APPROVED 10/15/15	PERSONNEL SERVICES	010	$5,000.00
22000498	ACSA FOUNDATION FOR EDUCATIONAL ADMIN	2021-22 MEMBERSHIP FOR ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES; BOARD APPROVED 6/3/21	PERSONNEL SERVICES	010	$1,579.00
22000499	SCHOOL EMPLOYERS ASSOCIATION OF CALIFORNIA	2021-22 JPA MEMBERSHIP FEES; BOARD APPROVED 6/3/21	PERSONNEL SERVICES	010	$2,348.00
22000500	APPLE COMPUTER ED SALES	TECHNOLOGY SUPPLIES; ESSER II FUNDS	SPECIAL EDUCATION	010	$1,369.31
22000501	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLY; GIFT FUNDS	ROOSEVELT ELEMENTARY	010	$61.38
22000502	STEVE WEISS MUSIC	MUSICAL EQUIPMENT	BURBANK HIGH SCHOOL	010	$19.85
22000503	APPLE COMPUTER ED SALES	APPLE APP CREDIT VOUCHER; PERKINS GRANT	BURBANK HIGH SCHOOL	010	$199.00
22000504	SHI INTERNATIONAL CORP	SOFTWARE LICENSES; K12 STRONG WORKFORCE PROGRAM PATHWAY IMPROVEMENT FUNDS	INSTRUCTIONAL SERVICES	010	$47,145.95
22000505	PARALLAX INC	INSTRUCTIONAL MATERIALS; PERKINS GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$1,537.01

PO Count: **477** **Total:** **$12,182,176.18**

Printed between 06/15/2021 & 07/12/2021

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	310	$9,787,505.99
110	Adult Education Fund	8	$59,110.58
120	Child Development Fund	5	$75,057.81
130	Cafeteria Fund	10	$1,365,379.30
140	Deferred Maintenance Fund	3	$62,278.00
213	Building Fund - 3rd Issuance	3	$60,106.00
250	Capital Facilities Fund	4	$4,531.24
400	Special Res./for Cap. Outlay	2	$20,249.00
670	Self Insurance Fund	134	$747,958.26
		Total:	**$12,182,176.18**

8/5/2021

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	
6945384	6945407		26400277	26400312	
6947345	6947345		26402900	26402900	
6946274	6946312		26404336	26404354	
6951057	6952824		26405799	26405833	
6954871	6954905		26407598	26407613	
6958957	6958958		26409767	26409814	
6960797	6960825		608272	608276	
6960085	6960094		26411387	26411392	
6963984	6963991		26412722	26412732	
6965780	6965836		26414519	26414562	
6968761	6968838		26416204	26416206	
6973640	6973689		26417587	26417588	
6978712	6978792		20203253	20203260	
6988446	6988745		26420799	26420839	
3242735	3243027		26422658	26422672	
3264635	3265311		26424424	26424461	
3286560	3286650		20206435	20206445	
3304696	3304829		26426280	26226286	
3320278	3320465		26427633	26427655	
3336082	3336537		20207889	20207889	
3350665	3350665		26429215	26429219	
3357512	3357546		20208438	20208438	
			20208938	20208940	
			26430643	26403650	
			26431867	26431874	
			26434151	26434156	
			26435075	26035078	
			20213713	20213714	

6/22/21 - 7/20/21 **$13,606,531.88** **6/18/21 - 7/21/21** **$ 7,195,374.75**

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:	August 5, 2021
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: August 5, 2021

Site	Name	Purpose	Dates	Cost	Appropriation Number
Miller Elementary School	Luke Anderson	Mr. Anderson will provide instruction during recess and/or lunch for up to 765 students in grades TK-grade 5 on games in the Peaceful Playground Program. He will work with teachers and playground supervisors to reinforce the program at Miller Elementary School.	8/16/2021 – 5/26/2022	$1,500.00	01.0-00000.0-11100-10000-5810-2101000
Miller Elementary School	Laura Anderson	Mrs. Anderson will provide instruction and training in the Peaceful Playground Program for up to 20 hours. Mrs. Anderson will work with playground supervisors, teachers, and students to introduce and reinforce the program at Miller Elementary School.	8/16/2021 – 5/26/2022	$1,000.00	01.0-00000.0-11100-10000-5810-2101000

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 8th of July, 20 21 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Luke Anderson hereinafter referred to as "Consultant."

Payee's Name Luke Anderson Daytime Phone Number 818-216-3178

Email Address lukeanderson07@gmail.com

Mailing Address 906 Boston Street, Apt 2, Altadena, CA 91001

Sponsoring Administrator Judy Hession, Principal at Miller Elementary School

Board Approval Date Thursday, August 5, 2021

Account String 010-00000.0-11100-10000-5810-2101000 (Operational Budget)

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 $ 35 per hour☐/ per day ☐/ per session☐ for a total not to exceed $ 1,500 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on August 16, 2021 and terminating on May 26, 2022 .
3. Payment Terms: At the end of each month per number of hours completed
4. Consultant will provide the following services:

   Mr. Anderson will provide instruction during recess/lunch to up to 765 students in Grades TK - Grade 5 on the games in the Peaceful Playground Program. He will work with teachers and playground supervisors to reinforce the program at Miller.

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	Luke Anderson	7/8/21 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

Luke Anderson

Address:
906 Boston St. Apt 2 Altadena CA 91001

lukeanderson07@gmail.com
818.216.3178

EDUCATION:

Azusa Pacific University Class of 2015
Bachelor of Arts, History
Minor: Leadership Studies

ADDITIONAL ACHIEVEMENTS:

Awarded Azusa Pacific University UG Founders' Academic Scholarship '11-'15
Accepted and Participated in selective South Africa Study Abroad Program '13
Awarded Burbank Community Service Medallion '11

WORK/ LEADERSHIP EXPERIENCE:

Amazing Athletes: August 2019- present
Position: Athletics Instructor and Coordinator

- Responsible for running after school sports classes in elementary schools throughout BUSD independently and in partnership with the ASES program
- Designed curriculum and ran sports summer camps in partnership with Burbank Parks and Recreation department

Meredith and Company: September 2015- August 2019
Position: Child Caregiver

- Responsible for meeting the basic needs of children ranging from pre-school- 6th grade
- Duties include providing logistical support, child supervision, and activity planning
- Experience with a variety of personalities, ages, and interests

Calvary Chapel Burbank: October 2015, October 2017
Position: Consultant

- Member of team responsible for the ideation and execution of "Fun Fest" halloween kids event
- Responsible for promotion and marketing of event to kids and their guardians
- Interacted with 100+ kids during featured role in primary skit and throughout event

Robeks: May 2013- May 2015
Position: Shift Supervisor

- Greeted customers and performed operational duties with product and payment services
- Formed relationships with regular customer base
- Counted drawers, cashed registers in/out, assisted in forming schedule

Azusa Pacific University Hospitality Services: August 2011- May 2015
Position: Hospitality Employee, Lead Dishwasher

- Responsible for collecting, washing, and re-stocking Hillside Grounds, Canyon Grill, and Quick E-Mart dishes
- Appointed by supervisors to train newly hired student workers
- Drafted a comprehensive Dishwasher's Guide at supervisors' request

Roosevelt Elementary School Volunteer Program: August 2009- August 2011
Position: Volunteer/ Mentor

- Coordinated after- school sports activities including basketball, soccer, and touch football
- Formed a team and coached a season of youth basketball in Burbank Parks and Rec league
- Provided informal mentorship and directed kids to appropriate professional resources as needed

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 7th of July, 2021 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Payee's Name Laura Anderson Daytime Phone Number 310-270-7459

Email Address lauraleeanderson@att.net

Mailing Address 2540 N. Myers St., Burbank, CA 91504

Sponsoring Administrator Judy Hession, Principal at Miller Elementary School

Board Approval Date Thursday, August 5, 2021

Account String 010-00000.0-11100-10000-58 00-2101000 (Operational Budget)

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 THEREFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 50 per hour■/ per day ☐/ per session☐ for a total not to exceed $1,000.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on August 16, 2021 and terminating on May 26, 2022.
3. Payment Terms: Upon completion of services
4. Consultant will provide the following services:

   Mrs. Anderson will provide instruction and training in the Peaceful Playground Program. Mrs. Anderson will work with playground supervisors, teachers, and students to introduce and reinforce the program at Miller Elementary 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.

_____		Laura Anderson		7/7/21
BUSD Authorized Signature/Title	Date	Consultant	Laura Anderson	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

Laura Anderson

310.270.7459

lauraleeanderson@att.net

Work Experience

2007-2021	Consultant for the BUSD helping to implement the Peaceful Playgrounds program at the elementary schools in the district. I am not an employee of Peaceful Playgrounds and I do not represent them. My responsibilities include training the entire student body in how to play the games on the playground in a fun, competitive and safe way. This training process begins each August with all-school assemblies. Through-out the school year I do grade level hands-on training to help teach skills, which in turn builds confidence for the students to play peacefully. This helps to minimize incidences of injury and bullying. I also train yard supervisors to ensure that the rules for the games are consistently followed, to help create a fun environment on each playground. A positive playground experience allows children to be available for learning in the classroom.
2001-2007	Stay-at-home mom
1996-2001	Director of Children's Ministry at the International Church of Prague, Czech Republic
1993-1996	Stay –at-home mom
1992-1993	Kindergarten English teacher in Millstatt, Austria

Education

1981-1884	University of California at Santa Barbara B.A. Liberal Studies
1985-1987	Master's Degree from California Theological Seminary, Fresno
2007	Professional Development training from Peaceful Playgrounds, Los Angeles

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:	August 5, 2021
SUBJECT:	Approval of Non-Instructional Consultant Services

Background:

The purpose of the Non-Instructional Consultant Services is to support the goals of the school and/or District. Consultants are selected based on their qualifications, expertise and experience. When a non-instructional 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 non-instructional 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 non-instructional 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 non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES
APPROVAL OF NON-INSTRUCTIONAL CONSULTANT SERVICES

Board Meeting Date: August 5, 2021

Site	Name	Purpose	Dates	Cost	Appropriation Number
Dolores Huerta Middle School	Henry Good	Mr. Good is the artist who will be removing the old school name and replacing it with the new school name in all places on the school campus.	8/6/2021	$1,000.00	01.0-90711.0-00000-81100-5850-3218000

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 20 of July, 20 21 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Henry Good hereinafter referred to as "Consultant."

Payee's Name Henry Good Daytime Phone Number (323) 381-8080

Email Address HENRYGOODS05@Gmail.com.

Mailing Address 2107 W. 96TH St

Sponsoring Administrator Jennifer Meglemre

Board Approval Date August 5, 2021

Account String 010-90711-0-00000-81100-5850-321-8000

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 $ _____ per hour☐/ per day ☐/ per session☒ for a total not to exceed $ 1000 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on August 6, 2021 and terminating on August 6, 2021.
3. Payment Terms: Payment due upon completion
4. Consultant will provide the following services:

   Mr. Good will revise the school name on an existing mural.

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.

_____		Henry Good	Henry Good	7/21/21
BUSD Authorized Signature/Title	Date	Consultant	Henry Good	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

Burbank Unified School District
Special Education Department

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:	Sandra Shearer, Administrative Secretary
DATE:	August 5, 2021
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:
The Board of Education is being asked to amend an agreement for professional services to provide professional development for Burbank Unified School District CSEA staff.

Discussion/Issues:
The District is providing training to CSEA staff in an effort to broaden the understanding of inclusive practices and to create a positive school climate by maintaining a safe environment and developing a sense of belonging for all students and staff.

Fiscal Impact:
Not to exceed $900.

Recommendation:
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Inclusive Education and Community Partnership, to provide an inclusive practices training for BUSD CSEA staff, not to exceed $900 (01.0-74260.0-11100-11100-5810-7429000), effective August 5, 2021 through December 30, 2021, 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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 27th day of July 2021 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Inclusive Education and Community Partnership hereinafter referred to as "Consultant."

Inclusive Education and Community Partnership	dennisc@iecp.us	805-985-4808
Payee's Name (Person or Company)	Email	Daytime Phone Number

Mailing Address: 2323 Roosevelt Blvd., Ste. 3	Oxnard	CA	93035
	City	State	Zip

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

Board Approval Date: 08/05/2021 Account Code: 01.0-74260.0-11100-11000-5810-7429000

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 THEREFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 150 per month ☐ / per day ☐ / per session ☒ for a total not to exceed $900.
2. The term of the Agreement shall be the period commencing on 08/01/2021 and terminating on 12/30/2021.
3. Consultant will provide the following services:

   Consultant to provide professional development for CSEA staff from Burbank Unified School District. The presentation is to broaden the understanding of inclusive practices.
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.

Susan Curtis, Interim Special Education Director	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
Special Education Department

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:	Sandra Shearer, Administrative Secretary
DATE:	August 5, 2021
SUBJECT:	Ratification of Reimbursement to Parent for Transportation (Special Education)

Background:

Student 960030317 currently attends a Non Public School (NPS) outside the local area. Per Student's Individualized Educational Plan (IEP), Student's parent(s) is/are eligible to receive related services of travel reimbursement to cover one round trip to visit the student during the 2020/2021 and 2021/2022 regular school years.

Discussion/Issues:

The District is obligated to reimburse Student's Parent(s) for travel related costs. This requirement meets the District's obligation to provide a Free and Appropriate Public Education (FAPE) at no cost to parent(s).

Fiscal Impact:

Total not to exceed $1,200.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education ratify reimbursement to the parent of Special Education Student 960030317 to visit student who attends a Non Public School (NPS), per IEP, not to exceed $1,200, effective July 1, 2021 through December 30, 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.

BURBANK UNIFIED SCHOOL DISTRICT
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:	August 5, 2021
SUBJECT:	Approval of Agreement– California State University, Northridge

---

Background
The purpose of the Intern Teaching Agreement with California State University, Northridge is to provide students with field experience through practice in schools and classes. Qualified students will assume teaching responsibility for their classroom.

Pursuant to the provisions of Section 44227 of Education Code, the governing board is authorized to enter into agreements with any university or college accredited by the State Board of Education as a teacher education institution.

Discussion/Issues
This program builds a relationship with California State University, Northridge, which expands the pool of qualified teachers. The District will provide support through field experience in schools and classes of the District for students of the University who are qualified for such assignments.

Fiscal Impact
None

Recommendation
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the Intern Teaching Agreement between the Burbank Unified School District and California State University, Northridge to provide educational field experience, effective August 6, 2021 and shall remain in effect in perpetuity 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.

CSUN | CALIFORNIA STATE UNIVERSITY NORTHRIDGE

MEMORANDUM OF UNDERSTANDING

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
MICHAEL D. EISNER COLLEGE OF EDUCATION

SECONDARY EDUCATION
SINGLE SUBJECT UNIVERSITY INTERN PROGRAM

This is a MEMORANDUM OF UNDERSTANDING ("MOU") by and between **California State University, Northridge** ("University") and **Burbank Unified School District,** ("LEA"), hereinafter each called the "Party" and collectively, the "Parties".

Teaching Internship Programs are designed to help districts meet shortages of qualified teachers, and to attract persons into teaching who would not normally enroll in a traditional preparation program. Internships provide an alternative route to certification that allows candidates to obtain credentials while teaching in classrooms. This arrangement requires cooperative agreements between participating Local Education Agency (LEAs) and Institute of Higher Education (IHEs) to address the employment shortages in the specified LEA.

As the **Lead Sponsor** in the California State University, Northridge, Secondary Education Intern Program, the University will provide:

A. A teacher education program that consists of sequenced coursework leading to a Preliminary Single Subject credential with individual Intern advisement and mentoring;

B. Classroom support and on-site supervision by University Supervisors, either full or part-time faculty, who have the following qualifications:
   - An understanding of current knowledge in the content taught
   - An understanding of the context of public schooling
   - Ability to model best professional practices in teaching and learning, scholarship, and service
   - Knowledgeable about diverse abilities, cultural language, ethnic and gender diversity
   - A thorough grasp of the academic standards, frameworks, and accountability systems that drive the curriculum of public schools

C. Monitoring of university-provided University Supervisor and employer-provided Support Provider mentoring;

D. Documentation of specific responsibilities of the program coordinator including contact/communication with the Support Provider throughout the 2-year program;

E. A minimum of 6 supervisory observations in the Intern's final semester and 4 in all other semesters;

F. A biweekly or weekly seminar at CSUN to support Interns and address issues arising in the Interns' classrooms;

G. In-classroom coaching specific to the needs of English learners;

H. For new Interns, a minimum of 120 clock hours of pre-service, foundational preparation in general pedagogy, including classroom management and planning, reading/language arts, subject specific pedagogy, human development, and specific content regarding the teaching English Learners. New Interns may satisfy this requirement via credential coursework and/or the completion of a set of pre-service requirements.

As a **Co-sponsor** in the California State University, Northridge, Secondary Education Intern Program, the LEA will:

A. Assign each intern a Support Provider who meets the following qualifications:
   - Holds a valid corresponding clear or life credential
   - Has 3 years of successful teaching experience
   - Has an English Learner Authorization (if responsible for providing specified English Learner support)

B. Ensure that the Support Provider provides support to the Intern—in the form of assistance with lesson planning, teaching observations, providing feedback, offering suggestions and resources, modeling teaching practices, and informally assessing the Intern's growth on the Teaching Performance Expectations (TPEs)—for a minimum of two (2) hours each week;

C. Provide protected time for the Support Provider to work with the Intern within the school day in order to accomplish the expectations in B;

D. Assign a Support Provider to Interns who have not yet earned an English Learner Authorization (ELA) to assist the Intern with planning lessons that are appropriately designed and differentiated for English Learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed;

E. Attest that LEA within its jurisdiction that hosts a student teacher for CSUN meets the following criteria, as per the Preliminary Multiple Subject and Single Subject Credential Program Standards of the CA Commission on Teacher Credentialing:
   - Has a fully qualified site administrator
   - Demonstrates commitment to collaborative evidence-based practices and continuous program improvement
   - Has partnerships with appropriate other educational, social, and community entities that support teaching and learning
   - Places students with disabilities in the Least Restrictive Environment (LRE)
   - Provides robust programs and support for English learners
   - Reflects, to the extent possible, socioeconomic and cultural diversity
   - Permits video capture for candidate reflection and TPA completion

Indemnification

Each Party to this agreement agrees to indemnify and hold each of the other Parties harmless against any and all liability, claims and damages arising out of or caused by that Party's negligent or intentional acts.

Insurance

Each Party agrees to hold prior to the commencement of work a certificate of insurance stating that there is General Liability insurance presently in effect for each other with a combined single limit of not less than $2,000,000 per occurrence, and $4,000,000 aggregate; and that vehicle insurance (where applicable) is in effect with a minimum coverage of $2,000,000 per occurrence. Additionally, each Parties' employees, volunteers, officers, and agents of each of them, are included as additional insureds, but only insofar as the operations under this contract are concerned. Evidence of Workers' Compensation insurance coverage will also be required (where applicable).

As collaborative Parties, the University and the LEA will provide teacher education and on-the-job support and supervision to beginning teachers.

Term/Termination

This Agreement shall be effective as of the date executed by the last Party and shall remain in effect in perpetuity. This Agreement may be terminated at any time by the written agreement or upon 30 days' advance written notice by one Party to the other, PROVIDED, HOWEVER, that in no event shall termination take effect with respect to currently enrolled students, who shall be permitted to complete their training for any cohort in which termination would otherwise occur.

Independent Contractor

In performing any services herein specified, each Party shall be acting as an independent contractor to the other. Nothing contained in this MOU shall be construed to create a partnership or a joint venture between the Parties, or to authorize either Party to act as a general or special agent of the other Party in any respect, except as otherwise specifically set forth in this MOU.

Equal Employment Opportunity

It is the policy of University that, in connection with all work performed under University's MOUs, there shall be no discrimination against any employee or applicant for employment because of race, color, religious creed, national origin, ancestry, marital status, sex, sexual orientation, age, disability or medical condition and therefore the University agrees to comply with applicable federal and state laws. In addition, the University agrees to the like compliance for all those employed on the work.

Governing Law

The validity, interpretation and performance of this MOU shall be determined according to the laws of the State of California.

Assignment

Neither Party shall voluntarily or by operation of law, assign or otherwise transfer this MOU without the other Party's prior written consent. Any purported assignment in violation of this

paragraph shall be void.

Severability

If any provision of this Agreement is held to be unconscionable or invalid under any applicable statute or rule of law, it is deemed to that extent to be omitted. However, the balance of the Agreement shall remain in full force and effect.

Attorney Fees

In the event that any action is brought by either Party to enforce or interpret the terms of this MOU, each Party shall be responsible for their respective fees to recover its costs and reasonable attorney's fees, in addition to such other relief as the court may deem appropriate.

Captions

Captions and headings in this MOU are solely for the convenience of the Parties, are not a part of this MOU, and shall not be used to interpret or determine the validity of this MOU or any of its provisions.

Counterparts

This MOU may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.

Contract Alterations

No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the Parties hereto, and no oral understanding or agreement not incorporated herein, shall be binding on any of the Parties hereto.

Waiver

A waiver of any breach of any provision of this MOU shall not be deemed a waiver of such rights, nor shall the same be deemed to be a waiver of any subsequent breach, either of the same provision or otherwise.

Nonprofit Status

No Party shall do anything that would jeopardize any other Party's federal, state, or local tax exemptions (including, without limitation, federal tax-exempt status as an organization described

under Section 501(c)(3) of the Internal Revenue Code). Notwithstanding the other provisions of this MOU, if any Party is in jeopardy of the loss of any tax exemption as a result of this MOU, such Party shall have the right to terminate this MOU.

Notices

Notices required under this MOU shall be sent to the Parties by certified or registered mail, return receipt requested, postage prepaid, at the addresses set forth below:

IF TO UNIVERSITY:

California State University, Northridge
Director, CSUN Purchasing & Contract Administration
18111 Nordhoff Street, UN 180
Northridge, CA 91330
(818) 677-2301
(818) 677-6544 (fax)

IF TO BURBANK UNIFIED SCHOOL DISTRICT:

No Incentive Benefits

Both Parties certify that each has not given any incentive benefit directly or indirectly (monetary or in kind) to any employee of either Party, for the purpose of obtaining, or in connection with, this or any other agreement.

No Third Party Beneficiaries

Nothing in this Agreement shall be construed to create a legal right in any third party to enforce its terms or to subject either Party to liability for any failure to comply with its terms.

Force Majeure

Neither Party shall be liable for any delays in the performance of any of its obligations hereunder due to causes beyond its reasonable control, including but not limited to fire, strike, war, riots, acts of any civil or military authority, acts of God, judicial action, unavailability or shortages of labor, materials or equipment, impaction or enrollment restrictions ordered by the California State University, or failure or delay in delivery by suppliers or delays in transportation.

Conflict of Interest

Except as set forth herein, both Parties certify that no officer, employee, student or agent of either Party has been employed, retained, or paid a fee, or has otherwise received or will receive during the term of this Agreement any personal compensation or consideration by or from either Party or any of Parties' directors, officers, employees, or agents in connection with the obtaining, arranging, or negotiating of this Agreement without advance, written notification to either Party.

Entire Agreement

This MOU is the entire Agreement between the Parties. No other agreements, oral or written, have been entered into with respect to the subject matter of the MOU.

Execution

By signing below, each of the following Parties indicate agreement to the stipulations in this MOU, verifies that interns do not displace certificated employees in participating districts, and that the

Parties have authority to execute this MOU and to bind the Party on whose behalf their signature is made.

California State University, Northridge

Name: Deborah Flugum, Director, Purchasing & Contract Adm. Date

Signature:_____ _____

Burbank Unified School District

Name: Sarah Niemann, Assistant Superintendent, Human Resources Date

Signature:_____ _____

Name: _____ Date

Signature:_____ _____

BURBANK UNIFIED SCHOOL DISTRICT
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:	August 5, 2021
SUBJECT:	Approval of Agreement– University of St. Augustine

Background
The purpose of the agreement with University of St. Augustine is to provide students with field experience through practice in schools and classes. Qualified students will assume teaching responsibility for their students.

Pursuant to the provisions of Section 44227 of Education Code, the governing board is authorized to enter into agreements with any university or college accredited by the State Board of Education as a teacher education institution.

Discussion/Issues
This program builds a relationship with University of St. Augustine, which expands the pool of qualified Occupational Therapists and Speech Language Pathologists. The District will provide support through field experience in schools and classes of the District for students of the University who are qualified for such assignments.

Fiscal Impact
None

Recommendation
Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the agreement between the Burbank Unified School District and University of St. Augustine to provide educational field experience, effective August 6, 2021 through August 6, 2026 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.

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

UNIVERSITY OF ST. AUGUSTINE
FOR HEALTH SCIENCES

Student Affiliation Agreement

- Between -

Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

- And -

University of St. Augustine for Health Sciences
☒**Physical Therapy (PT)**
☒**Occupational Therapy (OT)**
☒**Speech Language Pathology (SLP)***
☐**Nursing (MSN, DNP)**

This Agreement is made and entered into this 6th day of August, 2021 (**Effective Date**) by and between Burbank Unified School District hereinafter known as the **Facility a**nd the **University of St. Augustine for Health Sciences,** hereinafter known as the **University**.

- RECITALS -

The University is a provider of education for PT, OT, SLP, and Nursing students in master and doctorate entry level, and post-professional master, doctorate, graduate certificate, and clinical residency programs. Such programs require in-depth, clinical experience for the students under supervision of competent health care providers in actual clinical conditions.

The Facility is a health care provider, health care practitioner or academic institution and recognizes a benefit in fashioning an environment of collegiality, mentoring and respect for continuing academic efforts and research.

Now therefore, the parties agree as follows,

IT IS AGREED:

1. <u>Duties of the University</u>

**The Master of Science in Speech-Language Pathology (MS-SLP) education program at the University of St. Augustine for Health Sciences is a Candidate for Accreditation by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association, 2200 Research Boulevard, #310, Rockville, MD 20850, 800-498-2071 or 301-296-5700. Candidacy is a "preaccreditation" status with the CAA, awarded to developing or emerging programs for a maximum period of 5 years. However, while the SLP program has achieved candidacy status, it is not considered fully CAA-accredited but will be pursuing full accreditation. In order to be in candidacy status, a program must meet all institutional and programmatic eligibility requirements and must comply with the CAA Standards in a logical sequence over several years. The CAA's decision to award candidacy status is based on the program's submission of a comprehensive development plan and the program's and institution's demonstrated commitment and ability to implement the program fully. Applying for accreditation does not guarantee that CAA will grant accreditation.*

It is the intent of the USAHS MS-SLP program to comply with Candidacy status requirements and to seek full accreditation.

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

(a) Assume responsibility for continuing compliance with the educational standards of the appropriate accreditation and licensing bodies.

(b) Designate a member of the faculty or staff to communicate with the Facility on all items pertinent to clinical education. This includes: Academic Fieldwork Coordinator and Doctoral Coordinator (OT), Academic Coordinator of Clinical Education (PT), Director of SLP Clinical Educator (DSLPCE), and Nursing Practicum Coordinator (Nursing).

(c) Notify the Facility about the planned schedule of student assignment, level of academic preparation, length and dates of internship assignments.

(d) Refer to the Facility only those students who have completed the prerequisite didactic portion of the curriculum applicable to the Facility.

(e) Inform the student of any specific requirements of the Facility for acceptance, uniform requirements if applicable and the necessity to conform to the standards, practices, policies and procedures of the Facility.

(f) Require students to complete training on the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. ‘ 1320 through d-8 (“HIPAA”), and the requirements of any regulations promulgated there under, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Part 142 (collectively, the “Regulations”) to the extent such laws and regulations apply during the term hereof. University shall not use or further disclose any protected health information, as defined in 45 C.F.R. 164.504, or individually identifiable health information, as defined in 42 U.S.C. ‘ 1320d (collectively, the “Protected Health Information”), other than as permitted by this Agreement and the requirements of HIPAA or the Regulations.

(g) Require each student to carry a current medical insurance policy and be certified in CPR and first aid (first aid is required for OT, PT and SLP programs) by the American Heart Association, and complete mandatory training in blood borne pathogens (OSHA).

(h) Obtain and maintain at its own expense during the term of this Agreement, and any renewal hereof, a comprehensive liability policy including professional liability insuring the University against all claims for personal and bodily injury or death and property damage resulting from the performance of services by the University, its employees and students participating in the clinical training program on the Facility premises. Such insurance shall be in the amount of not less than $1,000,000 per incident and $3,000,000 in the aggregate. University shall give immediate notice to Facility if any changes or lapse in policy should occur.

(i) Obtain and maintain evidence that each student is in good general health, as determined by a physical examination, and that s/he is free from a health impairment, which is of potential risk to a patient or which might interfere with the performance of his/her duties, or any other condition which would interfere with ability to satisfy the requirement(s) of this Agreement and/or potentially create a risk to the health and safety of the Facility, its patients, staff, visitors, and other Affiliates and the student, him/herself.

(j) Obtain and maintain evidence that each student has received (i) vaccination for measles, mumps and Rubella (MMR) or evidence of immunity through screening blood test and documentation of serologic evidence of immunity; (ii) Hepatitis B series vaccination or written declination, (iii) negative PPD (Mantoux) skin test or chest x-ray (when indicated) for tuberculosis, and yearly thereafter; (iv) vaccination for Varicella or evidence of immunity screening blood test and documentation of serologic evidence of

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

immunity; (v) Tdap vaccine, (vi) flu shot, and (vii) Texas campus - bacterial meningitis according to the Texas Higher Education Coordinating Board.

(k) Post professional OT and PT students must maintain a current license to practice in the state in which the residency is occurring. Nursing students must maintain a current unrestricted registered nurse (RN) license to practice nursing in the state in which the practicum is occurring

(l) Obtain and maintain evidence that each student has received a (i) fingerprint report; (ii) background check; and (iii) drug screen.

(m) The University reserves the right to remove students from the affiliation when the learning experience does not meet the objectives of the University or if appropriate supervision and mentorship is not provided.

2. Duties of the Facility

(a) Maintain standards for appropriate health care services, which are conducive to sound educational experiences for students participating in the affiliation.

(b) Designate an individual who will be responsible for the coordination of services with the University, assisting in maintaining contracts and providing student orientation. Orientation shall include but is not limited to addressing appropriate facility/site specific security and safety measures.

(c) Designate an individual who is the primary mentor to the student and is responsible for evaluation of student performance and planning clinical experiences. This clinical supervisor shall have at least one year of clinical experience in the area to be supervised. The student will work under the immediate and direct supervision of this individual.

i. Nursing preceptors will have a minimum of a master's degree and one year's experience.

(d) Students may be assigned to more than one clinical supervisor/preceptor/educator. The facility is responsible for continuity and effective communication between the supervising clinicians to assure an appropriate learning environment and student performance evaluation.

i. Nursing: Designate or approve an individual who is the primary preceptor to the student and is responsible for planning practicum experiences and evaluation of student performance along with the Practicum Course Faculty. This preceptor shall have a minimum of a master's degree and at least one year of specialty experience in the specialty area of the student (e.g., a preceptor serving as a preceptor for a nurse executive student must have at least one year of experience as a nurse executive). The student will work under the supervision of the preceptor.

(e) Make available to the students the space, facilities, equipment and supplies necessary for rendering Facility directed patient care and treatment, including appropriate PPE as required by the facility and/or by state and federal guidelines.

(f) Assist students with obtaining emergency medical care if they become ill or injured during their clinical affiliation, if medically appropriate and necessary. The student shall arrange for medical care beyond that of emergency nature. The student shall be responsible for the cost of emergency care and for the cost of any additional medical care beyond that.

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

(g) Advise the University of any serious deficits noted in the ability of assigned students to progress toward achievement of the stated objectives of the internship.

(h) Reserves the right to terminate students from the affiliation who do not comply with the Facility rules and regulations, policies and procedures or who endanger patient health, welfare or safety.

(i) Will provide the University with a written description of the objectives and the experience being offered. For post-professional students, these objectives are developed by mutual efforts of the facility, the University and the student.

(j) Permit the student to participate in patient care services to the extent of their skill and training.

(k) Will assure that equitable practices will be evident when assessing and evaluating student performance.

3. <u>Mutual Duties of the University and the Facility</u>

(a) Establish the educational objectives for the fieldwork/internship/clinical practicum experience and continually evaluate the effectiveness of the fieldwork/internship/clinical practicum.

(b) Agree that there shall be no unlawful discrimination concerning the affiliation based upon race, color, ancestry, religion, gender, sexual orientation, age, disability, or veteran status.

(c) A dispute involving the discipline of a student while participating in a clinical experience shall be jointly addressed by the University clinical education faculty member, clinical supervisor/preceptor and student. The University Student Handbook and Clinical Education Handbook shall be used as the standard for policies and procedures for any unresolved disputes.

(d) Each party reserves the right to control the use of any of its copyrighted materials, symbols, trademarks, service marks, and other proprietary rights presently existing or hereafter established. Each party agrees that it will not use such works, symbols, trademarks, service marks, or other devices in advertising, promotional materials or otherwise and that it will not advertise or display such devices without the prior consent of the other party and will cease all such usage immediately upon termination of this Agreement.

(e) No failure by either party to insist upon strict performance of any covenant, term or condition of this Agreement or to exercise a right or remedy shall constitute a waiver. No waiver of any breach shall affect or alter this Agreement, but each covenant, condition, and term of this Agreement shall continue in full force and effect with respect to any other existing or subsequent breach.

(f) Nothing in this Agreement shall be construed as creating or giving rise to any right in any third parties or other persons other than the parties hereto.

(g) Each party shall indemnify, defend and hold the other party harmless from all claims, loss, damage or injury of any kind or character (including, without limitation, attorney fees and costs of defense) to any person or property arising from the performance of the terms and responsibilities under this Agreement caused by the negligent act or omission of the indemnifying party, its agents or employees. Nothing herein is intended or shall be construed to waive the Facility's entitlement to sovereign immunity, if applicable.

(h) If either the University or the Facility becomes aware of any alleged injury arising out of the care or treatment of any patient in connection with the Program, each party has a duty to give the other party written notice containing the particulars sufficient to identify the name and address of the alleged person,

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

place and circumstances of the alleged incident and addresses of the available witnesses.

(i) Students assigned to the Facility shall not be considered employees of the Facility.

(j) The parties in this Agreement are independent contractors and agree and stipulate that this Agreement in no way creates a partnership, joint venture, employment or agency relationship between the parties.

(k) This Agreement may not be assigned by either party without the express written consent of the other.

(l) The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed and enforced under and in accordance with the laws of the State.

(m) Whenever any notice, demand or consent is required or permitted under this Agreement, such notice, demand or consent shall be written and shall be deemed given when sent by certified mail, return receipt requested.

(n) The University provides continuing education opportunities to affiliated sites and employees who provide supervisor for students. The clinical site and employees warrant that payments and other things of value provided by the University under his Agreement will be used for the professional benefit of the site or employee and not for the personal benefit of any individual who might influence the awarding of clinical positions for USAHS students.

4. **Insurance**

University and Facility shall always each secure and maintain during the Term of this Agreement, at their respective sole expense, workers' compensation and employers' liability insurance covering their respective employees. Such coverage provided by University and Facility may be afforded via commercial insurance or self-insurance at the following limits:

Workers' Compensation:	Statutory limits
Employers' Liability:	$1,000,000 each accident; $1,000,000 disease policy limit; $1,000,000 disease each employee
Commercial General Liability	$1,000,000/$2,000,000
Business Automobile Liability:	$1,000,000 per accident for bodily injury and property damage
Professional Liability:	$1,000,000/$3,000,000

Both University and Facility agree to endorse such policy to (1) waive subrogation in favor of each other, and (2) have a 30-day notice of cancellation. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

5. Renewal, Termination and Modification

a. This term of this Agreement shall commence on the Effective Date and continue for a period of five (5) years from the Effective Date ("Initial Term") unless earlier terminated in accordance with this

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

Agreement. This Agreement will auto-renew at the end of the Initial Term, and each term thereafter, for additional five-year periods (each a "Renewal Term," and together with the Initial Term, the "Term") until terminated in accordance with this Agreement.

b. This Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative and valid, it shall have been reduced to writing and signed by both parties.

c. This Agreement may be terminated at any time by either party after ninety (90) days' notice of termination is served by one party on the other by US Mail, postage prepaid, Certified Mail, and Return Receipt Requested. Any notice of termination shall not affect the right of students then participating in the clinical program to complete their program.

6. Acceptance of this Agreement

a. This Agreement shall not be considered accepted, approved or otherwise effective until the statutory or administratively required approvals and certifications, if any, have been given.

b. This Agreement shall be governed and constituted in accordance with the laws of the State of Texas, and venue shall be in Travis County.

7. Notices

All notices, or other communications provided for in this Agreement, by either party to the other, shall be in writing and shall be deemed to have been duly given when sent by certified mail, return receipt requested.

If to the University:
Ashley Carter, Contract Administrator
or
Kristen Logue, Contract Administrator
Department of Clinical Education
University of St. Augustine
1 University Boulevard
St. Augustine, FL 32086

With a copy to:
General Counsel, University of St. Augustine for Health Sciences
5401 LaCrosse Avenue, Austin, Tx 78739

If to the Facility:
Grecia Flores
Burbank Unified School District
1900 West Olive Avenue
Burbank, CA 91506

DocuSign Envelope ID: 3FF40AE2-B323-4FD9-8E7F-4BB669B6D7FF

IN WITNESS WHEREOF, the parties have hereunto set their hands and sealed the date and year first above written.

AS TO THE UNIVERSITY:

By: DocuSigned by: Brian Goldstein C1F115548DCD4B4...

Brian Goldstein, Ph.D.
Chief Academic Officer (CAO),
Executive Dean, College of Rehabilitative Sciences
University of St. Augustine for Health Sciences

Execution Date:
7/21/2021

AS TO THE FACILITY:

By: _____

Name: _____

Title _____

Execution Date: _____

By: _____

Name: _____

Title _____

Execution Date: _____

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: August 5, 2021

SUBJECT: Approval of the Teacher Assignments for 2021-2022

Background:
California has a number of provisions within the Education Code that provide avenues for assignment of certificated employees outside their basic credential authorization. These Education Code options allow local school districts the flexibility to assign teachers to teach subjects other than those authorized by the credential held. Working cooperatively to ensure that the District meets the requirements of the law, school site administrators and Human Resources Services staff monitor each teacher's subject area assignments and credential authorizations.

Discussion/Issues:
The Burbank Unified School District always seeks to hire fully credentialed teachers to teach all subjects. When credentialed teachers are not available, or when there is not a credential offered in a particular subject, some teachers are assigned classes that are outside their credential authorizations. Several options are available to Local Education Agencies to authorize these assignments.

I. As provided for in Education Code §44258.2, persons who hold single subject or standard secondary teaching credentials and have either 12 units or 6 upper division units may teach departmentalized subjects at the middle school level in the area of their earned units with action of the Governing Board and teacher consent. The following certificated employees have met requirements outlined in provisions of Education Code §44258.2 and are authorized to teach the subjects listed which are not named on their credentials.

Name	Subject
None at this time	

II. As provided for in Education Code §44258.3 (a), persons holding a credential, other than an emergency permit, may be assigned to teach any subjects in departmentalized classes in kindergarten or any grades 1 to 12, inclusive, provided that the governing board verifies, that the teacher has adequate knowledge of each subject to be taught and the teacher consents to that assignment.

Name	Subject
Fernando, Gajan	Introduction to Math
Sarquiz, Richard	Government
Valle, Jose	Health

III. The following certificated employees have met requirements outlined in provisions of Education Code §44258.7(b) and are authorized to teach one period of competitive sports which are not named on their credentials.

Name	Subject
Breeden, Bruce	PE/Coaching
Brinton, Joel	PE/Coaching
Colman, Adam	PE/Coaching
Everhart, Gregory	PE/Coaching
Grimshaw, Douglas	PE/Coaching
McMenamin, Patrick	PE/Coaching
Movsessian, Armenia	PE/Coaching
Oganyan, Victoria	PE/Coaching
Peebles, John	PE/Coaching
Phan, John	PE/Coaching

IV. The following certificated employees have met the requirements outlined in provisions of Education Code §44258.7(c) & (d), and are authorized to teach the subject(s) listed which are not named on their credentials.

Name	Subject
Arakelian, Taylor	Physical Education
Carroll, Brett	Physical Education
Jennings, Brendan	Physical Education
Kaloustian, Ohannes Brian	Physical Education
Redman, Anthony	Physical Education

V. As provided for in Education Code §44263, persons who have either 18 upper and lower division units or 9 upper division units may teach subjects in the areas of their earned units. The following certificated secondary school employees have met requirements outlined in provisions of Education Code §44263 and are authorized to teach subjects listed which are not named on their credentials.

Name	Subject
Abrams, Sarah	Math
Bullington, Perry Rex	English
Carlton, Alexandra	Life/Physical Science
Davis, S. Scott	Earth and Space Science
Marquez Carman, Maria	English
Vargas, Theresa	English
Vournas, Anastasia	Earth Science
Wertlieb, Jessica	Social Science

VI. As provided for in Education Code §44865, persons holding a teaching credential based on a bachelor's degree and a teacher preparation program including student teaching may accept the following assignments: home teacher, classes organized primarily for adults, hospital classes, necessary small high schools, continuation schools, alternative schools, opportunity schools, juvenile court schools and county community school. The following certificated employees have met requirements outlined in provisions of Education Code §44865 and are authorized to teach the subjects listed which are not named on their credentials.

Name	Subject
Adult School:	
Avagyan, Anush	ESL; ELA; Resource Lab
Bagdasarian, Susanna	ESL
Bennett, Edward	ESL
Bogchalyan, Goar	ESL
Cooney, Margaret	ESL; ELA; Resource Lab
Creager, Jane	ESL
Diaz, Liliana	ESL
Fallahi, Edwin	ESL
Gonder, Marguerite	ESL
Hakopyan, Olga	ESL
Jennings, Deanna	Parent Education
Lerner, Lia	ESL
Meza, Abraham	ESL; ELA; Math; Resource Lab
Michael, Nicole	Parent Education
Noss, Marianne	ESL
Rodney, John	ELA; Resource Lab
Sardarian, Astghik	ESL
Stephenson, Kathryn	Parent Education
Tutak, Christine	Parent Education
Vehuni, Lilit	ELA; Math; Resource Lab
Yew, Christina	Parent Education
Home Teachers:	
Badders, Randall	General Subjects
Bishop, Darrell	General Subjects
Bonino, Gabriella	General Subjects
Cablao, Stellamaris	General Subjects
Chung, Ruth Kim	General Subjects
Dawes, Jacqueline	General Subjects
De Luna, Humberto	General Subjects
Dixon, Joann Michelle	General Subjects
Dodd, Sharie	General Subjects
Esparza, William	General Subjects
Hess-Witucki, Margaret	General Subjects
Kukan, Brian	General Subjects
Mucha, Michelle	General Subjects
Oliver, Yvonne	General Subjects
Palaski, Jessica	General Subjects
Papavasiliou, Demetrula	General Subjects
Parker, Carlisle	General Subjects
Patterson, Patricia	General Subjects
Proano, Leonardo	General Subjects
Rapp, Trevor	General Subjects

Name	Subject
Home Teachers:	
Sanchez, Joseph	General Subjects
Seale, Andrea	General Subjects
Stellin, Brittany	General Subjects
Vehuni, Lilit	General Subjects
Wahe, Debra	General Subjects
Wells, Tim	General Subjects
Community Day School:	
Rapp, Trevor	English 11-12, Health, PE, Careers
Gillearn, Jason	Math, PE, Health
Continuation High School:	
Angelini, Amy	Social Science, Electives
Goldberg, Michelle	Contemporary Issues, Tolerance Zone, Careers
Holubek, Carol	Contemporary Issues, Health, Agriculture
Kawasaki, Janelle	Social Science Electives, Careers
Kim, David	Contemporary Issues; Personal Development; Psychology
LaMere, Lisa	Nutrition, Contemporary Issues, Careers
Loyd, Brian	Contemporary Issues, Consumer Studies
Petrenco, Tanase	Contemporary Issues
Reeves, Jamie	Contemporary Issues
Independent Learning Academy:	
Bowren, Stacy	English, Algebra, Geometry, Spanish, Social Studies
Good, Heather	Biology, Algebra, Geometry, Spanish, Social Studies
Rosa, Brian	Biology, English, Spanish. Social Studies
Lee, Dara	Algebra, Biology, English, Geometry, Spanish

Financial Implications:
None

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Teacher Assignments for 2021-2022, as described per Education Codes §44258.2, 44258.3(a), 44258.7(b), (c) & (d), 44263, and 44865, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES SERVICES
2021 COA

The Committee on Assignments met on Monday, July 19, 202 to review the qualifications of persons teaching elective courses outside their credential authorizations. Representing district administration: Sarah Niemann and Sharon Cuseo. Representing teaching staff: Diana Abasta and Jerry Mullady.

Prior to reviewing assignments, members were provided a copy of EC 44258.7 (c), which authorizes the Committee on Assignments and establishes criteria for "Committee" approval. Assignments unanimously approved by all members include:

Jordan Middle School

Fuhr, Amy — Yearbook

Amy has a single subject English credential and will be assigned to teach a Yearbook class based on Title 5 §80005(a) that clarifies the authorization for the subject areas for service in departmentalized classes to allow an individual to be assigned to teach classes that fall within the broad single subject areas.

Creative Design

Amy has work experience with photo retouching, asset creation for websites, and photo manipulation, which included color and level correction. She also worked with web design and constructed websites using various software. Amy has also taken a number of college courses in multimedia communication, interdisciplinary integration, design thinking and media and digital literacies. She has a MA in Computers and Educational Technology.

John Muir Middle School

Prosser, Amy — Yearbook

Amy has a single subject English credential and will be assigned to teach a Yearbook class based on Title 5 §80005(a) that clarifies the authorization for the subject areas for service in departmentalized classes to allow an individual to be assigned to teach classes that fall within the broad single subject areas.

De Virgilis, Ted — Japanese Go!

Ted has completed a public high school Japanese language class and one semester of Japanese language Syracuse University. Additionally, he has traveled to Japan on four occasions leading America friends and groups in Japanese into rural areas of Japan.

Bigger, Dena — American Sign Language

Angela has been teaching DHH for five years and therefore she is fluent in American Sign Language and versed in the ASL culture and community.

Burbank High School

Carroll, Brett — Physical Education

Teaching advanced chorus for 12 years and will be providing PE credit for students.

Winn, Amy — Yearbook

Amy holds a CTE credential in Arts, Media and Entertainment. She has a Communications college major and has taken courses in careers in Communication Media, Interviewing Mass Media, News Reporting and Production, and Staff Photography.

Amy holds a CTE credential in Arts, Media and Entertainment. She has a Communications college major and has taken courses in careers in Communication Media, Interviewing Mass Media, News Reporting and Production, and Staff Photography.

John Burroughs High School

Arakelian, Taylor — Physical Education
Teaching advanced marching band for 5 years and will be providing PE credit for students.

Carman, Patrick — Digital Art/Video Art
Patrick has private business experience in the field of digital art and video production.

Clark, Kara — Yearbook
Kara is the Photography teacher. She holds a CTE credential in Arts, Media and Entertainment. She has a Journalism college minor and has taken courses in Basic and Feature Journalism.

Jennings, Brendan — Physical Education
Teaching advanced chorus for 7 years and will be providing PE credit for students.

Committee Signatures:

Sarah Niemann

Diana Abasta

Sharon Cuseo

Jerry Mullady

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:	August 5, 2021
SUBJECT:	Adoption of Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit, Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, Special Education Limited Assignment Permit (SELAP) Request for Certificated Staff

---

Background

Assembly Bill (AB) 1871 was signed by the Governor on September 30, 2008, providing for expanded options to meet the requirements for the Bilingual or English Learner Authorization/CLAD Certificate. The requirements to earn the permits will not change, nor will the scope and content of the authorization statements appearing on the permits. The purpose of the Emergency CLAD and BCLAD Permits is to allow qualified individuals to be employed while completing requirements for the CLAD Certificate or BCLAD authorization by either passing the appropriate California Teacher of English Learners (CTEL) examination and/or the California Subject Examinations for Teachers (CSET): Languages Other Than English (LOTE) examination or by completing a Commission-approved CTEL Program at a California college or university and showing progress toward the certificate or authorization with each renewal. Permits are valid for one year but may not exceed the expiration date of the prerequisite credential and may be renewed a maximum of four times, authorizing a maximum of five years of service.

Assembly Bill (AB) 2302 (Chap. 41, Stats. 2008) authorized local education agencies to use the local assignment option process to assign special education teachers with a Level I or Level II Education Specialist Credential in mild/moderate disabilities to provide special education instructional services to pupils with autism. AB 2160 (AB) (Chap. 134, Stats. 2010) extended the sunset date on this alternate route from August 1, 2011 to October 1, 2013. The purpose of these bills was to provide a local assignment option for employing agencies to temporarily address the shortage of special education teachers that are fully prepared and authorized to provide instruction to students with autism. This limited local assignment option was provided as a temporary measure by the Legislature to allow time for these educators to complete additional preparation in consistent, evidence-based educational services to support this student population. Permits are valid for one year but may not exceed the expiration date of the prerequisite credential and may be renewed a maximum of two times, authorizing a maximum of three years of service.

Discussion/Issues

At present, BUSD has 3 teacher(s) who have not completed the CTEL/CLAD/BCLAD credential requirements and qualify for the Emergency CLAD/BCLAD Permit. The following certificated employees are applying for the Emergency CLAD/BCLAD Permit:

Name	School
Kenny, Shelby	Mckinley
Schwartz, Samantha	Dolores Huerta
Schwegman, Courtney	Muir
Warner, Jackson	Harte
Young, Amber D	McKinley

At present, BUSD has 1 teacher(s) who have not completed the autism authorization (AAAS) certification requirements and qualify for the Special Education Limited Assignment Teaching Permit (SELAP). The following certificated employees are applying for the SELAP.

Name	School
None	

Financial Implications

There is no cost to the District associated with these requests for 5 Emergency CLAD permits.

Recommendation

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education Adopt the Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit and Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, and Special Education Limited Assignment Permit (SELAP) Requests for Certificated Staff, as presented.

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	August 5, 2021
SUBJECT:	Ratification of Agreement for Professional Services with Helios

---

Background:

The District entered into an agreement with Helios in 2016 for their software program that provides a services-based application to integrate human resources, fiscal and payroll data into a single central data base to measure and manage the processes associated with human resource position control.

Discussion/Issues:

The District is in the process of transitioning to Hess and Associates, Inc. software program which was Board approved on March 18, 2021, but will need to continue working with Helios during the transition period.

Fiscal Impact:

Pro-rated for three (3) months, not to exceed $12,478.

Recommendation:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the agreement between Burbank Unified School District and Helios, for the services-based software program, effective July 1, 2021 through September 30, 2022, not to exceed $12,478 (01.0-00000.0-00000-77000-5800-0000000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Helios

www.heliosed.com
1.800.345.1947

INVOICE

Invoice No. 15256
Date 5/27/2021
Terms NET 30

Customer PO#:
PO Date:

CS

Prepared For	
School or District	Burbank Unified School District
Primary Contact	Debbie Kukta, Assistant Superintendent Administrative Services
Location	1900 West Olive Ave., Burbank, CA 92506
Helios Contact Details	**Helios Rep:** Yash Sharman **Fax:** 1.800.345.1947 **Email:** ar@heliosed.com

Services			
Services Description *(See Documentation for expanded descriptions)*	***Annual Unit Price $***	***Discount***	***Annual Extended Price $***
Helios Core Software solution to manage up to 3,000 active employees. ✔ *Initial Basic Setup* ✔ *Initial Online Training* ✔ *Phone and Email Support (Business Hours)* ✔ *Data Hosting* ✔ *Software updates to existing modules* *With the following add-ons:* ✔ *DocWonder eDocuments* ✔ *Evaluations* ✔ *Employee Portal* ✔ *Time Reporting and PTO* ✔ *Workflows* ***Term: July 1, 2021 to Sep 30, 2021***	14,684		
Interface to LACOE HRS System	975		
Pro-rated for 3 months			
Sub Total:	15,659	3,181	**12,478**

I HAVE RECEIVED THIS SERVICE AND/OR MERCHANDISE & APPROVE FOR PAYMENT ON BEHALF OF BURBANK UNIFIED SCHOOL DISTRICT

Debbie Kukta, Asst. Superintendent, Administrative Services

(Print Name) (Title)

(Signature) 7/12/21 (Date)

Account Strings

Notes:

- **Client/Licensee has understood and agree to abide by all terms and conditions in the License Agreement (available on the Helios website) prior to use.**
- **Support call shall be routed through one designated individual.**
- **This is a one-year agreement for software service provided.**

BURBANK UNIFIED SCHOOL DISTRICT
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	August 5, 2021
SUBJECT:	Approval of the Disposal of Obsolete Equipment

Background:
According to Education Code 17546, without advertising for bids, the Board may sell property that does not exceed $2,500 in value to agencies of federal, state, or local government, to any other school district, or to any agency eligible under the federal surplus property law (40 U.S.C., Section 484(j)(3)).

If the Board unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of in the local public dump. (Education Code 17546)

Discussion/Issues:
Disposal of a piano which was donated to McKinley Elementary School over 20 years ago. The piano is no longer of use and is not in good condition. Attached are pictures of the outdated piano which has no retail value.

Fiscal Impact
None

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the disposal of the obsolete equipment, effective August 6, 2021, as presented.

BUILT BY BAL



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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Approval of Agreement, General Monitoring Services (GMS), District-Wide Fire Alarm Monitoring Services, Various Sites (General Fund)

Background:
The District-Wide security system had been fragmented into two systems from two different vendors from previous administrators prior to the initial contract in 2015. The long-term goal is to bring the total fire alarm monitoring system together under one company and one common contract.

District-Wide Goals for 2021-2022:
4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.6 Review and prioritize strategies with the Communications Plan.

Discussion/Issues:
The agreement will further the implementation of a District-Wide fire alarm monitoring program. The agreement will allow us to upgrade existing systems that have exceeded the current technology. General Monitoring Systems (GMS) has proven to be the most economical and efficient to service the needs of Burbank Unified School District. In addition to the current 20 sites initially activated, additional sites can be brought on "on-line" at an annual prorated charge of $180 for monitoring services, with an additional one time $18 usage charge of dedicated toll-free telco receiver service per site. This agreement will be for a 3-year period. The initial not to exceed $4,020 includes $420 for usage dedicated toll-free telco service receiver lines at 20 sites. Billing will be submitted on an annual basis beginning January 1, 2022 and will be prorated and adjusted annually depending on the number of sites and when they are added to the agreement.

Fiscal Impact:
Not to exceed $4,020 for year one of this agreement (General Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and General Monitoring Services (GMS) for the implementation of the District-Wide Fire Alarm Monitoring, effective January 1, 2022 through December 31, 2024, not to exceed $4,020 (01.0-00100.0-00000-83000-5850-752-1000) General Fund, and that authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

GENERAL MONITORING SERVICES, INC.
17951 LYONS CIRCLE – HUNTINGTON BEACH CA 92647
PHONE: 800-839-7212 ACO LICENSE: 5198

PROPRIETARY MONITORING AGREEMENT

THIS ALARM MONITORING AGREEMENT is entered into this 1st day of January, 2022 by and between GENERAL MONITORING SERVICES, INC., a California corporation (hereinafter referred to as "GMS") and Burbank Unified School District, (hereinafter referred to as "BUSD")

1. BUSD is engaged in providing Fire and Life Safety to BUSD via proprietary alarm systems, and which provide for GMS to provide monitoring service for said Locations. BUSD shall provide to GMS, in writing, the services to be provided to each individual Location Site before GMS' acceptance of Location Site.

2. GMS agrees to provide monitoring and notification services and BUSD agrees to pay GMS pursuant to GMS' Schedule 1 attached, which will become part of this Agreement. This Agreement shall have an original term of three (3) year(s) from the date first written above, and shall automatically renew for successive like terms unless terminated (i) by either party giving the other sixty (60) days written notice prior to the end of the original term or any renewal term, or (ii) as otherwise provided in this Agreement. The fees paid to GMS for each Location Site shall be those listed on Schedule 1 attached hereto. Fees will be paid to GMS by BUSD Monthly in advance, as determined by GMS and set forth by Standard Fee Schedule 1. All fees are due and payable upon receipt of invoice. If payment is not received by GMS on or before the 15th day of the following month following receipt of invoice, GMS has the option to impose a service charge on the outstanding balance of 1.5% or the maximum amount permitted by law whichever is less, and, in addition, BUSD shall forfeit any unused free monitoring services provided to BUSD by GMS. It is the responsibility of the BUSD to audit its invoices from GMS, annually and to set forth in writing to GMS any discrepancy within 30 days of invoice date. If BUSD fails to perform for the full term of this Agreement, or fails to pay any amount as provided herein, or fails to perform any other provision of this Agreement within ten (10) days after the request thereof, GMS shall have the right, but not be obligated, to exercise any one or more of the following remedies, either separately or cumulatively:

(a) Suspend all BUSD services, to include but not limited to any verbal and scheduled report notification to BUSD with the exception to basic alarm monitoring; or

(b) Recover the existing amount due from BUSD and continue to service the Locations, in which case GMS shall be entitled to recover, in addition, the monthly payments due under this Agreement for said services; or

(c) Cancel all services to BUSD and its Locations, and recover the existing amount due from BUSD including equipment of all set-up costs incurred by GMS to establish BUSD's account and in GMS's system, the cost of cancellation of the services and all amounts due to GMS for the unexpired term of this Agreement; or

(d) Discontinue monitoring services upon five (5) days written notice to BUSD

In the event either party shall terminate this Agreement pursuant to this Section 2, then and in that event, BUSD shall disconnect all of its alarms from Location Site's signal receiving equipment within sixty (60) days from the date of notice of termination. During this sixty (60) day period, BUSD shall continue to pay to GMS the monitoring charge for each alarm system monitored by GMS. At the end of this sixty (60) day period, GMS may at its option, continue to monitor those systems still connected to its signal receiving equipment or terminate the monitoring services upon the giving of five (5) days written notice to BUSD

3. Service to any Location Site shall become effective only when: (a) GMS shall have received a completed GMS approved Monitoring Activation Agreement and (b) BUSD shall have sent an acceptable test signal on the monitoring equipment provided by the BUSD for such Location Site for each condition which is proposed to be monitored for such Location Site and said test signals have been received and acknowledged by GMS as acceptable. Failure by BUSD to provide a completed GMS approved Monitoring Activation Agreement within seven (7) calendar days from the on-line date, may result in GMS' inability to monitor Location Site's account. BUSD agrees and understands it is the BUSD's responsibility to provide complete and accurate Location Site information to GMS and GMS is not responsible for incorrect or incomplete information.

4. Any fees paid by the BUSD to GMS for services to a Location Site shall not be refundable. Notwithstanding the foregoing, if the BUSD shall for any reason terminate its agreement with a Location Site or if a Location Site shall, for any reason terminate its agreement with the BUSD, the BUSD shall, upon written notification to GMS of such termination, be charged only for the time Location Site's account is monitored. This time shall be determined by the cancel date BUSD states on the cancellation form and when Locations Account is no longer sending signals to GMS. Any errors or discrepancies with GMS's billing must be brought to GMS' attention in writing within thirty (30) days following the applicable billing date or no adjustment will be made by GMS. Upon termination of service by a Location Site for any reason, BUSD will disconnect and/or deprogram the communications device of the alarm system. This must be performed prior to GMS accepting the account(s) as cancelled and issuing credit for discontinued Location Site accounts. All cancellation of Locations must be submitted to GMS, using only GMS' Cancel Notice Form and signed by an authorized individual of BUSD

5. GMS and the BUSD agree that GMS' sole and only obligation under this Agreement and/or under any agreement between the Location Site and the BUSD shall be to monitor signals received from Location Site's alarm systems and to act in accordance with Section 6 below. In the event any person, including but not limited to Locations, not a signatory party to this Agreement, shall make any claim or file any lawsuit against GMS for any reason relating to GMS' duties and obligations pursuant to this Agreement, including but not limited to the design or installation of the alarm system, monitoring service, response or failure to respond to alarm signals, operation, or non-operation of the alarm system. BUSD agrees to indemnify, defend and hold GMS harmless from any and all claims and lawsuits brought by third parties (including Locations), including the payment of all damages, expenses, costs, and attorney's fees, whether these claims be based upon gross negligence, strict compliance, or product liability on the part of GMS, its agents, servants or employees.

6. As to Alarm Locations, upon receipt of an alarm signal from a Location Site's location, GMS will process the event in accordance with the AHJ requirements, BUSD procedures and or Location Site request. GMS may discontinue any part of this service for a particular Location Site or all Locations if required to do so by governmental or insurance authorities and notify BUSD of such action.

7. It is understood by BUSD that GMS owns none of, and has not installed any of, the alarm protective equipment in the Location Site's location and has no responsibility for the condition and/or functioning thereof, and the maintenance, repair, service, replacement or insurance of the alarm system and are not the obligation or responsibility of GMS.

8. This Agreement may be suspended, at GMS' option, as to any individual Location Site, should the protective equipment on the premises of such Location Site become so disabled, or so substantially damaged that further monitoring service to such Location Site is impracticable. Connecting communication lines, cable, telephone lines, radio systems, cellular systems or equipment and instruments used by GMS in the performance of its service may be destroyed by fire or other catastrophes. GMS may be unable to secure or retain connections or privileges necessary for the transmission of signals between GMS and Location Site or between GMS and any authority dispatch center. GMS assumes no liability for interruption of monitoring service due to the above conditions or due to strike, riots, floods, fires, explosion, war, conflict or any causes

beyond the control of GMS. This Agreement shall be deemed suspended so long as and to the extent that such conditions or causes exist.

9. GMS reacts to signals that it receives from a Locations' alarm system and those signals are over a network which may include but not limited to landline, cable, cellular, radio and internet signal paths. GMS shall not be responsible for interruption of service due to any telephone, internet, radio, cellular or cable lines. GMS is not responsible or liable for any delay, failure of performance or malfunction due to communication lines under the control of other companies or other utilities or malfunction due to communication lines under the control of other companies or other utilities, including cable companies or due to malfunctioning cellular systems. In addition, various services provided by a Location Site network provider, such as call blocking, call restricting, voice over internet protocol or service problems such as suspension of service, disconnection of service or interference of network services, may prevent Location Site alarm system from correctly communicating with GMS. BUSD understands and agrees that GMS is not responsible for any hardware and/or software changes made by network providers which may negatively affect the ability to recognize signals and provide service. The use of DSL or other broadband telephone service may prevent a Location Site alarm system from transmitting signals to GMS and/or interfere with the telephone line-seizure feature of the alarm system. DSL service should be installed on a telephone number that is not used for signal transmission. BUSD agrees to advise each Location Site of this issue, and instruct each Location Site to notify GMS and BUSD, if Location Site has installed or intends to install DSL or other broadband service. IMMEDIATELY AFTER THE INSTALLATION OF DSL OR OTHER BROAD BAND SERVICE, LOCATION SITE MUST TEST THE SYSTEM'S SIGNAL TRANSMISSION WITH GMS' MONITORING FACILITY.

10. It is understood and agreed: that GMS is not an insurer, that insurance shall be obtained by BUSD; that the payments provided for herein are based solely on the value of the monitoring service as set forth herein and are unrelated to the value of BUSD's property, Location Site's property or the property of others located on Location Site's premises; that GMS makes no guarantee or warranty including any implied warranty of merchantability or fitness that the services supplied will avert or prevent occurrences or the consequences there from which the system or service is designed to detect or avert. BUSD acknowledges it is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from GMS' breach of this Agreement or any Monitoring Activation Agreement, negligence, a failure by GMS to perform any of its obligations herein, or the failure of the monitoring system to properly operate with resulting loss to Location Site and/or BUSD because of among other things:

(i) The uncertain amount of value of Location Site's property or the property of others kept on the premises, which may be lost, stolen, destroyed, damaged, or otherwise affected by occurrences which the system or service is designed to detect or avert;
(ii) The uncertainty of the response time of any police or fire department, paramedic unit or others, should they be dispatched as a result of a signal being received;
(iii) The inability to ascertain what portion, if any, of the property loss, personal injury, or death would be approximately caused by GMS' failure to perform or by its equipment to operate;
(iv) The uncertainty of any claim that might be made by Location Site against BUSD or GMS;
(v) The nature of the services to be performed by GMS. BUSD understands and agrees that if GMS should be found liable to BUSD for loss or damage due to GMS' negligence or a failure of GMS' monitoring service or monitoring equipment in any respect whatsoever, GMS' liability shall be limited to an amount not to exceed Five Hundred Dollars ($500.00), and this liability shall be exclusive; and that the provisions of this Section shall apply if loss or damage, irrespective of cause or origin results directly or indirectly to persons or property, from performance or non-performance of the obligations imposed by this Agreement, or from negligence, active or otherwise, of GMS, its agents, assigns or employees.

11. The BUSD agrees to pay for any of its licenses and all sales, use or business taxes or imposition by municipal, state, and/or Federal authorities in connection with the services to be performed by GMS and the BUSD agrees to hold GMS harmless from, and to indemnify it against, any claims for the foregoing.

12. In the event an excessive number of false alarms are caused by Locations and/or BUSD's carelessness, malicious action or accidental use of the alarm system, GMS may in its sole discretion deem same to be a material breach of contract on the part of the BUSD and at its option in addition to all other legal remedies set forth be excused from further performance upon giving ten (10) days written notice to BUSD GMS excuse from performance shall not affect its rights to recover damages from BUSD In the event a fine, penalty or fee is assessed against GMS by any governmental or municipal agency of any alarm originating from Locations premises, BUSD agrees to forthwith reimburse GMS for same.

13. BUSD represents that it has secured whatever permission, permits, or licenses that may be necessary from local authorities for the installation, services, and the monitoring of alarm systems. During the entire term of this Agreement, BUSD will maintain in full force and effect all licenses and permits necessary to provide alarm systems and services to Locations and shall promptly notify GMS if any such license is revoked, suspended, or not renewed. A failure to maintain required licenses or permits by BUSD shall be deemed a material default of this Agreement by BUSD

14. During the entire term of this Agreement, BUSD shall maintain in full force and effect general liability insurance including errors & omissions coverage with single occurrence and aggregate limits of not less than $1,000,000.00. BUSD shall within ten (10) days of the execution of this Agreement, provide GMS with a certificate of insurance from its insurance carrier, evidencing such coverage. If requested by GMS, BUSD will provide such a certificate of insurance annually, and shall further arrange with the insurance carrier that the insurance carrier shall notify GMS of any cancellation or change in coverage.

15. It is understood and agreed by and between the parties hereto, that if there is any conflict between this Agreement and BUSD's purchase order, or any other document, this Agreement will govern.

16. This Agreement is made in California and shall, in all respects, be governed by the laws of the State of California, and venue for any such litigation shall be in the County of Orange, California. In the event of any litigation, each party hereto waives any right to a jury trial.

17. This Agreement contains the entire understanding between the parties. It becomes valid only when and if a duly authorized representative of GMS signs it. No representation of any kind not contained herein or those made by any third party shall in any way bind GMS. No person or entity, not a party to this Agreement, including any Location Site, shall be a third party beneficiary to this Agreement or have any interest in this Agreement. This Agreement is not assignable by BUSD except upon the written consent of GMS, which shall be at GMS's sole and absolute discretion. This Agreement or any portion thereof is assignable by GMS at its sole and absolute discretion. In the event that no written notification of assignment is given by the BUSD or GMS, and the BUSD and GMS continue to perform their obligations per the provisions of this Agreement, it is therefore implied that both parties consent and accept the assignment of this Agreement.

18. In the event it shall become necessary for GMS to institute legal proceeding as results of BUSD's breach of this Agreement, then and in such proceeding, the unsuccessful party shall pay to the successful party reasonable attorney's fees, and actual costs.

19. GMS will In the event any BUSD locations Digital Alarm Communicator exceeds over 100 "runaway" signals due to a malfunction of the Alarm System installed at location causing excessive phone line calls to the dedicated toll-free numbers terminating at GMS, notify BUSD of such promptly and at GMS's discretion place a Block on all incoming signals from the site(s) and notify BUSD of such Block. BUSD will be responsible to advise GMS once "runaway" condition has been rectified and GMS will disable the Block. BUSD will be responsible to notify the local AHJ for any Fire Watch requirements during the Block period.

GMS MAKES NO EXPRESS OR IMPLIED WARRANTIES AS TO ANY MATTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE MONITORING EQUIPMENT, ITS MERCHANTABILITY, OR ITS FITNESS FOR ANY PARTICULAR USE: BUSD ACKNOWLEDGES THAT ANY AFFIRMATION OF FACT OR PROMISE MADE BY GMS SHALL NOT BE DEEMED TO CREATE AN EXPRESS WARRANTY; AND THAT THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THOSE ON THE FACE OF THE AGREEMENT HEREOF. BUSD ACKNOWLEDGES THAT IT HAS READ THIS AGREEMENT AND PARTICULARLY THE PARAGRAPHS REGARDING GMS' LIMITATION OF LIABILITY AND RIGHT OF INDEMNIFICATION. BUSD ACKNOWLEDGES THAT BUSD HAS DISCUSSED THE FIVE HUNDRED DOLLAR (500.00) LIMITATION OF LIABILITY SET FORTH ABOVE. BUSD ACKNOWLEDGES THAT BUSD MAY OBTAIN A HIGHER LIMITATION OF GMS' LIABILITY BY PAYING AN ADDITIONAL CHARGE.

RECEIPT OF COPY: BUSD acknowledges receipt of a copy of this Agreement. _____

GENERAL MONITORING SERVICES, INC.

By: _____
Signature

Print Name: _____

Title: _____

Date: _____

BURBANK UNIFIED SCHOOL DISTRICT

By: _____
Signature

Print Name: _____

Title: _____

Date: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

GENERAL MONITORING SERVICES, INC.

17951 LYONS CIRCLE – HUNTINGTON BEACH CA 92647

PHONE: 800-839-7212 ACO LICENSE: 5198

SCHEDULE 1 – STANDARD PRICING

As consideration for the terms and conditions set forth below, BUSD agrees to maintain a minimum of N/A Monitored Accounts for the term of the Alarm Monitoring Agreement ("Agreement"), as described in paragraph 2 of that Agreement.

It is understood and agreed that GMS invoices BUSD for monitoring services on the 1st of the Month for the following Month, in advance. It is the responsibility of BUSD to audit their billing monthly and to set forth in writing any discrepancy to GMS within 30 days of invoice date.

In addition to the current 20 sites initially activated, additional sites can be brought "on-line" at an annual prorated charge of $180 each for monitoring services. As sites are added, the annual billing will increase by $180 annually per site for monitoring, with an additional annual rate of $18.00 usage charge of dedicated toll free telco receiver service per site. Billing will be submitted on a Monthly basis beginning January 1, 2022 and will be prorated and adjusted monthly depending on the number of sites and when they are added to the agreement.

The following prices are based upon GMS assigning toll-free 800 service to BUSD for the purpose of receiving alarm signals and Voice Calls. BUSD has the right to request that GMS transfer ownership of toll-free 800 service to BUSD, if BUSD's account is current. Pricing for toll-free 800 services is listed below, under "Receiver and Voice Telephone services." All third party service provider-pricing plans are subject to change without notice.

GMS BASIC MONITORING SERVICES	Annual Rate
Basic Fire Monitoring	$180.00

Yes	No	RECEIVER LINES	Annual Rate
X		Dedicated Dealer Telco Service for Receiver Lines 2 Required – See Alarm Monitoring Agreement for details on "Runaway" Signal Threshold Agreement.	$420.00 includes usage & service charge

Dedicated Dealer Telco Service for Voice Lines	
(Standard - Required)	Annual Rate
Operators answer calls in BUSD 'name for the purpose of handling false alarm call-ins and history requests from subscribers only. All other requests will be referred to your office phone number.	$00.00 Charges Waived

Initials _____

Estimated Date for Monitoring to Start: _____

NOTE: GENERAL MONITORING SERVICES, INC. CANNOT MONITOR ANY ACCOUNTS BEFORE RECEIVING SIGNED ORIGINALS OF THIS DOCUMENT. BY SIGNING, IT IS AGREED AND ACCEPTED THAT THIS SCHEDULE 1 BECOMES AN INTEGRAL PART OF THE MONITORING AGREEMENT.

GENERAL MONITORING SERVICES, INC. **Burbank Unified School District**

By:_____ **By:_____**
Signature **Signature**

Print Name: _____ **Print Name: _____**

Title:_____ **Title:_____**

Date:_____ **Date:_____**

Billing Address: _____

City: _____State:_____Zip:_____

Phone: _____ **Fax: _____**

BURBANK UNIFIED SCHOOL DISTRICT
Administrative 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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Acceptance of Notice of Completion, Reliable Floor Covering Inc., Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School (Deferred Maintenance)

Background:
To make room for expanding enrollments at Independent Learning Academy (ILA), the bungalows at John Burroughs High School are being renovated.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information.

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.6 Review and prioritize strategies with the Communications Plan.

Discussion/Issues:
The District received a proposal dated June 16, 2021 from Reliable Floor Covering Inc., to remove the current carpet and replace the flooring in the "Miami Beach" Bungalows at John Burroughs High School. This work was completed in July 2021.

Fiscal Impact:
$39,603 (Deferred Maintenance)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the following as completed: Classroom Flooring Replacement in the "Miami Beach" Bungalows at John Burroughs High School, PO# 22000484, not to exceed $39,603 (140-00000.0-00000-85000-6250-432-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
Administrative 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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Approval of Award of Contract, Dave Bang Associates Inc., Site Prep and Installation of Rubber Surfacing, Bret Harte Elementary School (Bond Fund)

Background:
To improve the safety of the playground equipment, the current sand fall protection is being replaced with poured-in-place rubberized surface. This will stabilize the maximum fall zones.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.2 Continue construction/ modernization projects according to the General Obligation Bond Implementation Plan (Measure S).

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.4 Evaluate the ongoing role and responsibility of the School Facilities Oversight Committee as the last major bond project is underway, and Measure S bond funds will soon be exhausted.

Discussion/Issues:
On July 12, 2021, the District received two estimates from Dave Bang Associates Inc.: CA247624 for site prep ($43,572.09) and estimate CA247622 for the installation of rubber surfacing ($81,994.55) at Bret Harte Elementary School. District Staff would like to schedule this work and have it completed during summer break.

Fiscal Impact:
$128,566.64 (Bond Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract between Burbank Unified School District and Dave Bang Associates Inc., for the site prep and installation of rubber surfacing at Bret Harte Elementary School, effective August 6, 2021 through August 5, 2022, not to exceed $128,566.64 (21.3-00000.0-91006-85000-6170-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

since 1979
davebang
associates inc.

Estimate

CA247624

To: **Burbank Unified SD**
Attn: Larry Cross
1900 West Olive Avenue
Burbank, CA 91506-2460

Estimate Date	Salesperson
07/12/2021	Marc Gutfeld

Harte ES - Site Prep

Estimated Shipping Date	Shipped Via	FOB	Terms
4-6 Weeks	Truck - CA	Burbank	Net 30

Quantity	Description	Unit Price	Total Extended
1	Site Prep by a Licensed Contractor to INCLUDE prevailing wages: - Removal and disposal of 6,646 sqft of sand up to 8" and 270sqft. of PIP at 3.50" and concrete at 4". Furnish and install 4,771 sqft of stone base at 8.5" compacted for new rubber.	$42,303.00	$42,303.00
1	Payment & Performance Bond	$1,269.09	$1,269.09
	The above price is based on utilizing the Resilient Tile labor rate classification(s). If this job requires DIR project registration (PWC-100) please list this classification. If another labor classification is required, please let us know so we can revise this quote, if needed. **Revision of CA243742		

THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS

Subtotal	$43,572.09
Tax (10.25%)	$0.00
Total	$43,572.09

THANK YOU FOR THIS CHANCE TO ESTIMATE

Dave Bang Associate, INC. IS PLEASED TO SUBMIT THE ABOVE ESTIMATE FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS, AND IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

Accepted By
Print Name: _____ Signature: _____ Date: _____

PLEASE SIGN AND RETURN ONE COPY WHEN ORDERING.

THANK YOU!

Terms & Conditions

1. General Notes

*Assembly and Installation NOT included unless otherwise noted

*Payment and Performance bonds are NOT included unless otherwise stated.

If required, additional charges will apply. Please call for details!

*Customer responsible for quoted quantities and model numbers, please check!

*Price reflects quoted quantity. Please request revision if alternate quantity is desired.

2. Payment / Ordering

*TO ORDER, please sign quote and return via email or fax to avoid any shipping delays. Fax or email copy deemed to be legal equivalent of original. If Payment with Order is required, please sign quote below and return with payment. All past due accounts subject to 1 ½% monthly finance charge. In the event legal action is required to effect collection venue shall be Orange, CA.

3. Shipping / Unloading

*Shipped by Common Carrier – Customer will need 2-4 people to unload. Liftgate NOT included. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload

**IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery - Please note any shortages or damages on delivery copy.

*Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only. We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments

4. Engineered Wood Fiber

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal. If Compaction of the Engineered Wood Fiber was purchased, a high capacity water source such as a hydrant must be available. If applicable, the cost of a meter and / or the cost of the water is NOT included in the proposal. If we need to acquire the meter and / or pay for the water, please request an updated proposal

5. General Notes for Purchased Installation

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal

*Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal

*ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.

*ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by installer. Minimum access shall be 7’ wide and 7’ high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.

*UTILITY CLAUSE: Installation to include marking of utilities by Dig Alert. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc. Customers responsibility to provide locations of any utilities prior to commencement of work.

*Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2-ton bobcat needed to complete project.

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders unless otherwise noted

*Before we proceed with the playground installation, the playground area MUST be compacted, be free of debris, and excavated accordingly. Please call for details.

*Concrete pad for surface mount items NOT included and MUST be provided by customer unless otherwise stated.

*Surface mount anchoring to asphalt and paver areas is NOT included unless otherwise stated.

*Private Utility Locator is NOT included unless otherwise noted. Private Utility Locator CANNOT locate any PVC or plastic water lines

*Installation does NOT include saw cutting and/or core drilling unless otherwise noted

*Installation does NOT include jackhammering. Please call for details.

*Area MUST have normal soil conditions and be level.

*All Athletic Equipment Goals such as soccer, football, etc, install location MUST be marked out by customer prior to installation, if installation was purchased

6. Temporary Fencing

*Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.

7. ADA Access

*Play Equipment MUST be installed over an impact-absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.

*This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.

8. Poured-in-Place Rubber Surfacing

*Rubber Surfacing cure time is normally 48-72 hours and can vary depending on weather conditions.

*Rubber Surfacing cannot be installed during extreme weather conditions and may also not be installed if rain or frost is forecast during the cure time.

*48-Hour Manned Security is NOT included for rubber.

9. Shade Shelters (non DSA)

*Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote - engineering, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City.

*Shade Shelter manufacture time is 6-8 weeks. Permitting can add 2-4 weeks or more to lead time. PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!

*Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.

10. Shade Shelters (DSA)

**6-8 Week lead time is AFTER DSA approval by your architect of choice

* Customer to receive shade shelter. If receiving by us is needed, please call for pricing and details!

* Job to be completed in one mobilization. Additional moves will be additional pricing if we are required to remobilize due to schedule issues, stop work or a delay in work not caused by us

*Pricing does NOT include, architectural drawings, site/plot plans, DSA submittal fees, job site inspector fees, shop welding inspection fees, and/or permits

*DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.

*School District / Architect responsible for submission of plans to DSA for DSA approval

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

11. Prevailing Wages

*Prevailing Wages NOT included unless otherwise noted. (ie: Davis Bacon, TERO, ect.) If this is a Prevailing Wage project, please request alternate pricing.

*If Prevailing Wages / Davis Bacon Wages were INCLUDED, all other special work fees NOT included - Additional Labor Charges may apply if alternate labor is required.

*If DIR Project Registration is required, work may not begin until we receive DIR Project ID number

12. Indemnity Provision

*Notwithstanding anything to the contrary in any Contract Documents we shall have no duty to defend or indemnify Owner, Customer, or any other party we agree to defend or indemnify in any Contract Documents for that portion of any claim arising out of the comparative fault of any party we agree to defend or indemnify in any Contract Documents.

13. Insurance

Available Insurance

Umbrella / Excess Liability:

Each Occurrence - $2,000,000.00

Aggregate - $2,000,000.00

General Liability Limits:

Deductible - $2,500.00

Each Occurrence - $1,000,000.00

Damage to Rented Premises - $100,000.00

Medical Expense - $5,000.00
Personal & Adv Injury - $1,000,000.00
General Aggregate (per project) - $2,000,000.00
Products Comp/OP Agg - $2,000,000.00
Excludes Contractual Liability
Available Endorsements:
Additional Insured Ongoing Operations CG2010
Additional Insured Completed Operations CG 2037
Primary Noncontributory IFG-G-0094
Waiver of Subrogation CG 2404
Per Project Aggregate IFG-G-0065
Per Location Aggregate IFG-G-0064
Auto Liability Limits:
(Any Auto, Hired Autos, Non-Owned Autos)
Combined Single Limit $1,000,000.00
Available Endorsements:
Auto Blanket Additional Insured/Waiver of Subrogation CAT353
Workers Compensation and Employers Liability:
Each Accident - $1,000,000.00
Disease (Ea Employee) - $1,000,000.00
Disease (Policy Limit) - $1,000,000.00
Waiver of Subrogation Endorsement available upon request
CA WC040306

Initial: _____

since 1979
davebang associates inc.

Estimate

CA247622

To: **Burbank Unified SD**
Attn: Larry Cross
1900 West Olive Avenue
Burbank, CA 91506-2460

Estimate Date	Salesperson
07/12/2021	Marc Gutfeld

Harte ES - Rubber Surfacing

Estimated Shipping Date	Shipped Via	FOB	Terms
4-6 Weeks	Truck - CA	Burbank	Net 30 Colton Joint Bid #18-02

Quantity	Description	Unit Price	Total Extended
4,771	Poured-in-Place New Rubber Surfacing, 3.5" thickness for a 8' critical fall height Color: 100% STANDARD COLOR OF CHOICE. *To INCLUDE prevailing wages	$17.28	$82,442.88
	Subtotal		$82,442.88
	Less Colton Discount		($4,122.14)
	Less Special Discount		($3,949.27)
	The above price is based on utilizing the Resilient Tile labor rate classification(s). If this job requires DIR project registration (PWC-100) please list this classification. If another labor classification is required, please let us know so we can revise this quote, if needed.		
	**Revision of CA243741		

THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS

Subtotal	$74,371.47
Tax (10.25%)	$7,623.08
Total	$81,994.55

THANK YOU FOR THIS CHANCE TO ESTIMATE

Dave Bang Associate, INC. IS PLEASED TO SUBMIT THE ABOVE ESTIMATE FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS, AND IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

Accepted By
Print Name: _____ Signature: _____ Date: _____

PLEASE SIGN AND RETURN ONE COPY WHEN ORDERING. ***THANK YOU!***

Terms & Conditions

1. General Notes

*Assembly and Installation NOT included unless otherwise noted

*Payment and Performance bonds are NOT included unless otherwise stated.

If required, additional charges will apply. Please call for details!

*Customer responsible for quoted quantities and model numbers, please check!

*Price reflects quoted quantity. Please request revision if alternate quantity is desired.

2. Payment / Ordering

*TO ORDER, please sign quote and return via email or fax to avoid any shipping delays. Fax or email copy deemed to be legal equivalent of original. If Payment with Order is required, please sign quote below and return with payment. All past due accounts subject to 1 ½% monthly finance charge. In the event legal action is required to effect collection venue shall be Orange, CA.

3. Shipping / Unloading

*Shipped by Common Carrier – Customer will need 2-4 people to unload. Liftgate NOT included. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload

**IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery - Please note any shortages or damages on delivery copy.

*Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only. We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments

4. Engineered Wood Fiber

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal. If Compaction of the Engineered Wood Fiber was purchased, a high capacity water source such as a hydrant must be available. If applicable, the cost of a meter and / or the cost of the water is NOT included in the proposal. If we need to acquire the meter and / or pay for the water, please request an updated proposal

5. General Notes for Purchased Installation

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal

*Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal

*ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.

*ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by installer. Minimum access shall be 7’ wide and 7’ high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.

*UTILITY CLAUSE: Installation to include marking of utilities by Dig Alert. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc. Customers responsibility to provide locations of any utilities prior to commencement of work.

*Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2-ton bobcat needed to complete project.

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders unless otherwise noted

*Before we proceed with the playground installation, the playground area MUST be compacted, be free of debris, and excavated accordingly. Please call for details.

*Concrete pad for surface mount items NOT included and MUST be provided by customer unless otherwise stated.

*Surface mount anchoring to asphalt and paver areas is NOT included unless otherwise stated.

*Private Utility Locator is NOT included unless otherwise noted. Private Utility Locator CANNOT locate any PVC or plastic water lines

*Installation does NOT include saw cutting and/or core drilling unless otherwise noted

*Installation does NOT include jackhammering. Please call for details.

*Area MUST have normal soil conditions and be level.

*All Athletic Equipment Goals such as soccer, football, etc, install location MUST be marked out by customer prior to installation, if installation was purchased

6. Temporary Fencing

*Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.

7. ADA Access

*Play Equipment MUST be installed over an impact-absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.

*This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.

8. Poured-in-Place Rubber Surfacing

*Rubber Surfacing cure time is normally 48-72 hours and can vary depending on weather conditions.

*Rubber Surfacing cannot be installed during extreme weather conditions and may also not be installed if rain or frost is forecast during the cure time.

*48-Hour Manned Security is NOT included for rubber.

9. Shade Shelters (non DSA)

*Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote - engineering, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City.

*Shade Shelter manufacture time is 6-8 weeks. Permitting can add 2-4 weeks or more to lead time. PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!

*Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.

10. Shade Shelters (DSA)

**6-8 Week lead time is AFTER DSA approval by your architect of choice

* Customer to receive shade shelter. If receiving by us is needed, please call for pricing and details!

* Job to be completed in one mobilization. Additional moves will be additional pricing if we are required to remobilize due to schedule issues, stop work or a delay in work not caused by us

*Pricing does NOT include, architectural drawings, site/plot plans, DSA submittal fees, job site inspector fees, shop welding inspection fees, and/or permits

*DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.

*School District / Architect responsible for submission of plans to DSA for DSA approval

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

11. Prevailing Wages

*Prevailing Wages NOT included unless otherwise noted. (ie: Davis Bacon, TERO, ect.) If this is a Prevailing Wage project, please request alternate pricing.

*If Prevailing Wages / Davis Bacon Wages were INCLUDED, all other special work fees NOT included - Additional Labor Charges may apply if alternate labor is required.

*If DIR Project Registration is required, work may not begin until we receive DIR Project ID number

12. Indemnity Provision

*Notwithstanding anything to the contrary in any Contract Documents we shall have no duty to defend or indemnify Owner, Customer, or any other party we agree to defend or indemnify in any Contract Documents for that portion of any claim arising out of the comparative fault of any party we agree to defend or indemnify in any Contract Documents.

13. Insurance

Available Insurance

Umbrella / Excess Liability:

Each Occurrence - $2,000,000.00

Aggregate - $2,000,000.00

General Liability Limits:

Deductible - $2,500.00

Each Occurrence - $1,000,000.00

Damage to Rented Premises - $100,000.00

Medical Expense - $5,000.00
Personal & Adv Injury - $1,000,000.00
General Aggregate (per project) - $2,000,000.00
Products Comp/OP Agg - $2,000,000.00
Excludes Contractual Liability
Available Endorsements:
Additional Insured Ongoing Operations CG2010
Additional Insured Completed Operations CG 2037
Primary Noncontributory IFG-G-0094
Waiver of Subrogation CG 2404
Per Project Aggregate IFG-G-0065
Per Location Aggregate IFG-G-0064
Auto Liability Limits:
(Any Auto, Hired Autos, Non-Owned Autos)
Combined Single Limit $1,000,000.00
Available Endorsements:
Auto Blanket Additional Insured/Waiver of Subrogation CAT353
Workers Compensation and Employers Liability:
Each Accident - $1,000,000.00
Disease (Ea Employee) - $1,000,000.00
Disease (Policy Limit) - $1,000,000.00
Waiver of Subrogation Endorsement available upon request
CA WC040306

Initial: _____

BURBANK UNIFIED SCHOOL DISTRICT
Administrative 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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Approval of Renewal Agreement for Professional Services, Amtech Elevator Services, District-Wide Elevator Inspection and Maintenance (Restricted Maintenance)

Background:
In an effort to revise the scope of work and to decrease the cost being spent on Elevator Inspection and Maintenance, the District opened up the bidding process. Bid proposals were due on July 18, 2019.

The bidding results are as follows:
A-Tech Elevator: $4,625/ month; $185/hr regular; $280/hr overtime
Amtech: $4,490 month; $255/hr regular; $510/hr overtime

District-Wide Goals for 2021-2022:
4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.6 Review and prioritize strategies with the Communications Plan.

Discussion/Issues:
Amtech Elevator Services has been successfully providing these services to the District over ten years. This master agreement combines the previous Master Maintenance Agreement and Oil & Grease Service Agreement into one which will include the examination, adjustments, cleaning, lubrication, load tests, monthly fire service tests (elevators) as set forth in this agreement along with the required support documentation to maintain the District's annual operating permits for said equipment. This agreement will provide service for 24-hydraulic elevators and 15-wheel chair lifts (including 1 stair climber). The bid for Amtech Elevator Services came in $12,632 less than the previous contracted amount and will be renewed on an annual basis.

The original agreement did not include an accurate list of conveyances therefore, four (4) wheelchair lifts have been added to the agreement to cover all the conveyances throughout Burbank Unified School District.

Financial Impact:
$54,379 (Restricted Maintenance)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services recommends that the Board of Education approve the renewal agreement between Burbank Unified School District and Amtech Elevator

Services for a District-Wide Master Maintenance Agreement for the inspection and maintenance of all elevators and wheelchairs, not to exceed $54,379 (01.0-81500.0-00000-81100-5631-752-3100) restricted maintenance, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

AMTECH Elevator Services

3041 Roswell Street
Los Angeles, CA 90065
Phone# 323-478-2100
Fax# 323-478-2130
License # 737286

June 28, 2021

Burbank Unified School District
510 S. Shelton Street
Burbank, CA 91506

RE: Elevator Service Contract Extension – Contract Number, DVA07909

Dear Valued Customer:

The purpose of this addendum is to extend the elevator/wheel chair lift service agreement for one year, detailed below.

With your approval we will extend the existing elevator and wheel chair lift Service Agreement between Burbank Unified School District and Amtech Elevator for an additional year from July 1, 2021 to June 30, 2022.

All other terms and conditions of the Service Agreement shall remain unchanged.

This addendum will become binding effective the date it is signed, as a modification to the existing contract. All other terms and conditions and obligations in the contract referred to are to remain in full force and effect.

Please sign and email or fax this letter back to me at 860-622-6331. We will return a fully executed copy for your records.

Please feel free to call me with any questions at (213) 494-6872. We certainly appreciate your business and look forward to continuing our successful business partnership.

Sincerely,

Steve Park

Account Manager

Accepted

Customer Approval by authorized building/contract representative	**Amtech Elevator Services**
_____ Date	_____ Date
_____ Signed	_____ Signed
_____ Print Name	_____ Print Name

BURBANK UNIFIED SCHOOL DISTRICT
Administrative 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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Ratification of Award of Contract, Dave Bang Associates Inc., Removal and Installation of Rubber Surfacing, Pre-K Play Area at Monterey High School (Deferred Maintenance)

Background:
The District is seeking to replace failed rubber tiles that have separated with poured-in-place rubberize surface for restored safety.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.6 Review and prioritize strategies with the Communications Plan.

Discussion/Issues:
On July 15, 2021, the District received two estimates from Dave Bang Associates Inc.: CA247671 for demolition ($5,182) and estimate CA247669 for the installation of rubber surfacing ($9,425.98) for the Pre-K play area at Monterey High School. District Staff has scheduled this work to have it completed during summer break.

Fiscal Impact:
$14,607.95 (Deferred Maintenance)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify an award of contract between Burbank Unified School District and Dave Bang Associates Inc., for the removal and installation of rubber surfacing in the Pre-K play are at Monterey High School, effective July 15, 2021 through July 15, 2022, not to exceed $14,607.95 (14.0-00000.0-00000-85000-6170-530-0000) Deferred Maintenance, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

since 1979
davebang
associates inc.

Estimate

CA247671

To: **Burbank Unified SD**
Attn: Larry Cross
1900 West Olive Avenue
Burbank, CA 91506-2460

Estimate Date	Salesperson
07/15/2021	Marc Gutfeld

Monterey HS PreK - New Rubber Surfacing

Estimated Shipping Date	Shipped Via	FOB	Terms
4-6 Weeks	Truck - CA	Burbank	Net 30

Quantity	Description	Unit Price	Total Extended
1	Demo by a Licensed Contractor to INCLUDE prevailing wages: - Removal and disposal of 396 sqft of existing rubber tiles	$5,182.00	$5,182.00

THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS

Subtotal	$5,182.00
Tax (10.25%)	$0.00
Total	$5,182.00

THANK YOU FOR THIS CHANCE TO ESTIMATE

Dave Bang Associate, INC. IS PLEASED TO SUBMIT THE ABOVE ESTIMATE FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS, AND IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

Accepted By
Print Name: _____ Signature: _____ Date: _____

PLEASE SIGN AND RETURN ONE COPY WHEN ORDERING.

THANK YOU!

since 1979
davebang associates inc.

Estimate

CA247671

Terms & Conditions

1. General Notes

*Assembly and Installation NOT included unless otherwise noted

*Payment and Performance bonds are NOT included unless otherwise stated.

If required, additional charges will apply. Please call for details!

*Customer responsible for quoted quantities and model numbers, please check!

*Price reflects quoted quantity. Please request revision if alternate quantity is desired.

2. Payment / Ordering

*TO ORDER, please sign quote and return via email or fax to avoid any shipping delays. Fax or email copy deemed to be legal equivalent of original. If Payment with Order is required, please sign quote below and return with payment. All past due accounts subject to 1 ½% monthly finance charge. In the event legal action is required to effect collection venue shall be Orange, CA.

3. Shipping / Unloading

*Shipped by Common Carrier – Customer will need 2-4 people to unload. Liftgate NOT included. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload

**IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery - Please note any shortages or damages on delivery copy.

*Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only. We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments

4. Engineered Wood Fiber

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal. If Compaction of the Engineered Wood Fiber was purchased, a high capacity water source such as a hydrant must be available. If applicable, the cost of a meter and / or the cost of the water is NOT included in the proposal. If we need to acquire the meter and / or pay for the water, please request an updated proposal

5. General Notes for Purchased Installation

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal

*Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal

*ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.

*ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by installer. Minimum access shall be 7’ wide and 7’ high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.

*UTILITY CLAUSE: Installation to include marking of utilities by Dig Alert. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc. Customers responsibility to provide locations of any utilities prior to commencement of work.

*Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2-ton bobcat needed to complete project.

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders unless otherwise noted

*Before we proceed with the playground installation, the playground area MUST be compacted, be free of debris, and excavated accordingly. Please call for details.

*Concrete pad for surface mount items NOT included and MUST be provided by customer unless otherwise stated.

*Surface mount anchoring to asphalt and paver areas is NOT included unless otherwise stated.

*Private Utility Locator is NOT included unless otherwise noted. Private Utility Locator CANNOT locate any PVC or plastic water lines

*Installation does NOT include saw cutting and/or core drilling unless otherwise noted

*Installation does NOT include jackhammering. Please call for details.

*Area MUST have normal soil conditions and be level.

*All Athletic Equipment Goals such as soccer, football, etc, install location MUST be marked out by customer prior to installation, if installation was purchased

6. Temporary Fencing

*Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.

7. ADA Access

*Play Equipment MUST be installed over an impact-absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.

*This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.

8. Poured-in-Place Rubber Surfacing

*Rubber Surfacing cure time is normally 48-72 hours and can vary depending on weather conditions.

*Rubber Surfacing cannot be installed during extreme weather conditions and may also not be installed if rain or frost is forecast during the cure time.

*48-Hour Manned Security is NOT included for rubber.

9. Shade Shelters (non DSA)

*Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote - engineering, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City.

*Shade Shelter manufacture time is 6-8 weeks. Permitting can add 2-4 weeks or more to lead time. PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!

*Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.

10. Shade Shelters (DSA)

**6-8 Week lead time is AFTER DSA approval by your architect of choice

* Customer to receive shade shelter. If receiving by us is needed, please call for pricing and details!

* Job to be completed in one mobilization. Additional moves will be additional pricing if we are required to remobilize due to schedule issues, stop work or a delay in work not caused by us

*Pricing does NOT include, architectural drawings, site/plot plans, DSA submittal fees, job site inspector fees, shop welding inspection fees, and/or permits

*DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.

*School District / Architect responsible for submission of plans to DSA for DSA approval

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

11. Prevailing Wages

*Prevailing Wages NOT included unless otherwise noted. (ie: Davis Bacon, TERO, ect.) If this is a Prevailing Wage project, please request alternate pricing.

*If Prevailing Wages / Davis Bacon Wages were INCLUDED, all other special work fees NOT included - Additional Labor Charges may apply if alternate labor is required.

*If DIR Project Registration is required, work may not begin until we receive DIR Project ID number

12. Indemnity Provision

*Notwithstanding anything to the contrary in any Contract Documents we shall have no duty to defend or indemnify Owner, Customer, or any other party we agree to defend or indemnify in any Contract Documents for that portion of any claim arising out of the comparative fault of any party we agree to defend or indemnify in any Contract Documents.

13. Insurance

Available Insurance

Umbrella / Excess Liability:

Each Occurrence - $2,000,000.00

Aggregate - $2,000,000.00

General Liability Limits:

Deductible - $2,500.00

Each Occurrence - $1,000,000.00

Damage to Rented Premises - $100,000.00

Medical Expense - $5,000.00
Personal & Adv Injury - $1,000,000.00
General Aggregate (per project) - $2,000,000.00
Products Comp/OP Agg - $2,000,000.00
Excludes Contractual Liability
Available Endorsements:
Additional Insured Ongoing Operations CG2010
Additional Insured Completed Operations CG 2037
Primary Noncontributory IFG-G-0094
Waiver of Subrogation CG 2404
Per Project Aggregate IFG-G-0065
Per Location Aggregate IFG-G-0064
Auto Liability Limits:
(Any Auto, Hired Autos, Non-Owned Autos)
Combined Single Limit $1,000,000.00
Available Endorsements:
Auto Blanket Additional Insured/Waiver of Subrogation CAT353
Workers Compensation and Employers Liability:
Each Accident - $1,000,000.00
Disease (Ea Employee) - $1,000,000.00
Disease (Policy Limit) - $1,000,000.00
Waiver of Subrogation Endorsement available upon request
CA WC040306

Initial: _____

since 1979
davebang
associates inc.

Estimate

CA247669

To: **Burbank Unified SD**
Attn: Larry Cross
1900 West Olive Avenue
Burbank, CA 91506-2460

Estimate Date	Salesperson
07/15/2021	Marc Gutfeld

Monterey HS PreK - New Rubber Surfacing

Estimated Shipping Date	Shipped Via	FOB	Terms
4-6 Weeks	Truck - CA	Burbank	Net 30

Quantity	Description	Unit Price	Total Extended
396	Poured-in-Place New Rubber Surfacing, 2.25" thickness for a 5' critical fall height..Color: 50% BLACK.. 50% STANDARD COLOR OF CHOICE..*To INCLUDE prevailing wages	$21.59	$8,549.64

THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS

Subtotal	$8,549.64
Tax (10.25%)	$876.34
Total	$9,425.98

THANK YOU FOR THIS CHANCE TO ESTIMATE

Dave Bang Associate, INC. IS PLEASED TO SUBMIT THE ABOVE ESTIMATE FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS ESTIMATE IS SUBJECT TO THE ATTACHED TERMS AND CONDITIONS, AND IS VALID FOR 30 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

Accepted By
Print Name: _____ Signature: _____ Date: _____

PLEASE SIGN AND RETURN ONE COPY WHEN ORDERING.

THANK YOU!

Terms & Conditions

1. General Notes

*Assembly and Installation NOT included unless otherwise noted

*Payment and Performance bonds are NOT included unless otherwise stated.

If required, additional charges will apply. Please call for details!

*Customer responsible for quoted quantities and model numbers, please check!

*Price reflects quoted quantity. Please request revision if alternate quantity is desired.

2. Payment / Ordering

*TO ORDER, please sign quote and return via email or fax to avoid any shipping delays. Fax or email copy deemed to be legal equivalent of original. If Payment with Order is required, please sign quote below and return with payment. All past due accounts subject to 1 ½% monthly finance charge. In the event legal action is required to effect collection venue shall be Orange, CA.

3. Shipping / Unloading

*Shipped by Common Carrier – Customer will need 2-4 people to unload. Liftgate NOT included. Items will be boxed and / or stretch wrapped to pallets and customer is responsible for offloading. Delivery Drivers do NOT unload

**IMPORTANT: Customer is responsible for receiving and checking quantities and condition at time of delivery - Please note any shortages or damages on delivery copy.

*Notwithstanding anything to the contrary in any Contract Documents, Customer understands that estimated shipment times for materials are an estimate only. We have no control over shipment dates. We thus make no guarantee to Owner or Customer regarding the projected shipment dates for materials and shall not be liable for any loss caused by the timing of shipments

4. Engineered Wood Fiber

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Customer to provide access for Engineered Wood Fiber delivery with tractor truck and 53’ trailer.

*Compaction of the Engineered Wood Fiber is NOT included in the installation cost, if desired, please request an updated proposal. If Compaction of the Engineered Wood Fiber was purchased, a high capacity water source such as a hydrant must be available. If applicable, the cost of a meter and / or the cost of the water is NOT included in the proposal. If we need to acquire the meter and / or pay for the water, please request an updated proposal

5. General Notes for Purchased Installation

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders, prep work, flat work, grading, rerouting of water, electric, drainage or sprinkler lines unless otherwise noted in the proposal

*Demo of existing equipment or safety surfacing is NOT included unless otherwise stated in the proposal

*ROCK CLAUSE: Pricing is based on normal soil conditions which would allow an auger on a tractor to dig footings. If rocks/boulders interfere with the progress of the excavation, additional fees may apply.

*ACCESS CLAUSE: Installation based on clear access to area. Crane service is NOT included. Customer to provide access for bobcat to work area, bobcat will be provided by installer. Minimum access shall be 7’ wide and 7’ high. If adequate access is not provided additional charges may apply and repairs to landscape and irrigation may be required. Customer is responsible for any repairs to landscape if proper access is not provided.

*UTILITY CLAUSE: Installation to include marking of utilities by Dig Alert. Dig Alert CANNOT locate any private lines, PVC or plastic water lines. Installation does NOT include repair or relocating any underground utilities, such as drainage, irrigation, live water lines, main low voltage lines, gas, electrical, communication, or sewer etc. Customers responsibility to provide locations of any utilities prior to commencement of work.

*Customer is responsible for all landscape repairs such as, but not limited to damaged trees, bushes, lawn, curbing, sidewalks and/or asphalt paving caused by materials truck and/or 2-ton bobcat needed to complete project.

*Installation does NOT include ground preparation, excavation, safety surfacing, and/or safety surfacing borders unless otherwise noted

*Before we proceed with the playground installation, the playground area MUST be compacted, be free of debris, and excavated accordingly. Please call for details.

*Concrete pad for surface mount items NOT included and MUST be provided by customer unless otherwise stated.

*Surface mount anchoring to asphalt and paver areas is NOT included unless otherwise stated.

*Private Utility Locator is NOT included unless otherwise noted. Private Utility Locator CANNOT locate any PVC or plastic water lines

*Installation does NOT include saw cutting and/or core drilling unless otherwise noted

*Installation does NOT include jackhammering. Please call for details.

*Area MUST have normal soil conditions and be level.

*All Athletic Equipment Goals such as soccer, football, etc, install location MUST be marked out by customer prior to installation, if installation was purchased

6. Temporary Fencing

*Security guards and/or temporary fencing to prevent injuries, vandalism and/or accidental damage to install area or to the rubberized surface while it sets is NOT included unless noted on quote. If desired, the installers can put up caution tape, but Temporary Fencing is recommended. Although the fencing, if provided, is intended to provide this security, the overall security of the property is ultimately the responsibility of customer. We are not responsible for any vandalism or injuries even with the provision of the fencing.

7. ADA Access

*Play Equipment MUST be installed over an impact-absorbing surface such as ADA compliant Engineered Wood Fiber or Rubber Surfacing. If not quoted, please call for details.

*This area is NOT ADA compliant without the installation of compliant surfacing and an accessible route up to and into the playground area. Please call for details.

8. Poured-in-Place Rubber Surfacing

*Rubber Surfacing cure time is normally 48-72 hours and can vary depending on weather conditions.

*Rubber Surfacing cannot be installed during extreme weather conditions and may also not be installed if rain or frost is forecast during the cure time.

*48-Hour Manned Security is NOT included for rubber.

9. Shade Shelters (non DSA)

*Shade Shelter installation price EXCLUDES – unless otherwise stated in this quote - engineering, permits, permit submittal, site plans, special inspections, soil reports, impact fees, special assessment fees. Customer is responsible for any and all of these items if required by the City.

*Shade Shelter manufacture time is 6-8 weeks. Permitting can add 2-4 weeks or more to lead time. PLEASE NOTE: Shade Orders are NOT released into production until permit is issued!

*Shade Shelter installation price EXCLUDES concrete pad, footings, masonry columns, electrical wiring and lights unless otherwise noted.

10. Shade Shelters (DSA)

**6-8 Week lead time is AFTER DSA approval by your architect of choice

* Customer to receive shade shelter. If receiving by us is needed, please call for pricing and details!

* Job to be completed in one mobilization. Additional moves will be additional pricing if we are required to remobilize due to schedule issues, stop work or a delay in work not caused by us

*Pricing does NOT include, architectural drawings, site/plot plans, DSA submittal fees, job site inspector fees, shop welding inspection fees, and/or permits

*DSA in-plant Welding Inspector to be hired by the School District. Welding Inspector fee has NOT been quoted.

*School District / Architect responsible for submission of plans to DSA for DSA approval

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

*Fabrication cannot start until inspections have been coordinated, colors have been selected, and approved plans received.

11. Prevailing Wages

*Prevailing Wages NOT included unless otherwise noted. (ie: Davis Bacon, TERO, ect.) If this is a Prevailing Wage project, please request alternate pricing.

*If Prevailing Wages / Davis Bacon Wages were INCLUDED, all other special work fees NOT included - Additional Labor Charges may apply if alternate labor is required.

*If DIR Project Registration is required, work may not begin until we receive DIR Project ID number

12. Indemnity Provision

*Notwithstanding anything to the contrary in any Contract Documents we shall have no duty to defend or indemnify Owner, Customer, or any other party we agree to defend or indemnify in any Contract Documents for that portion of any claim arising out of the comparative fault of any party we agree to defend or indemnify in any Contract Documents.

13. Insurance

Available Insurance

Umbrella / Excess Liability:

Each Occurrence - $2,000,000.00

Aggregate - $2,000,000.00

General Liability Limits:

Deductible - $2,500.00

Each Occurrence - $1,000,000.00

Damage to Rented Premises - $100,000.00

Medical Expense - $5,000.00
Personal & Adv Injury - $1,000,000.00
General Aggregate (per project) - $2,000,000.00
Products Comp/OP Agg - $2,000,000.00
Excludes Contractual Liability
Available Endorsements:
Additional Insured Ongoing Operations CG2010
Additional Insured Completed Operations CG 2037
Primary Noncontributory IFG-G-0094
Waiver of Subrogation CG 2404
Per Project Aggregate IFG-G-0065
Per Location Aggregate IFG-G-0064
Auto Liability Limits:
(Any Auto, Hired Autos, Non-Owned Autos)
Combined Single Limit $1,000,000.00
Available Endorsements:
Auto Blanket Additional Insured/Waiver of Subrogation CAT353
Workers Compensation and Employers Liability:
Each Accident - $1,000,000.00
Disease (Ea Employee) - $1,000,000.00
Disease (Policy Limit) - $1,000,000.00
Waiver of Subrogation Endorsement available upon request
CA WC040306

Initial: _____

BURBANK UNIFIED SCHOOL DISTRICT
Administrative 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, Facilities, Operations and Construction Technician
DATE:	August 5, 2021
SUBJECT:	Ratification of Purchase from Neenah Foundry HQ, Drain Gates (Parts Only), Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

Background:
The District is in the process of constructing a two-story modular building (the "Disney Project") over the next two (2) years, including related site improvements at the Walt Disney Elementary School site.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.2 Continue construction/ modernization projects according to the General Obligation Bond Implementation Plan (Measure S).

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.4 Evaluate the ongoing role and responsibility of the School Facilities Oversight Committee as the last major bond project is underway, and Measure S bond funds will soon be exhausted.

Discussion/Issues:
On July 14, 2021, the District purchased drain gates for the Disney Project as a part of the foundation ventilation and access plan. In order to expedite the shipping and not hold up the project, the purchase was made by credit card. Santa Clarita Concrete will be doing the installation as part of the scope in their contract.

Fiscal Impact:
$3,816.92 (Bond Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education ratify the purchase between Burbank Unified School District and Neenah Foundry HQ for Drain Gates (parts only) for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $3,816.92 (21.3-00000.0-91008-85000-4410-201-0000) Bond Fund, as presented.

Receipt

Neenah Foundry HQ • Neenah Foundry Company
2121 Brooks Ave., Neenah, Wisconsin 54957
920-725-7000

Cardholder Contact Information

Cardholder Name:	**Larry Cross**	Bill To Address:	**510 south Shelton Street Burbank, California 91506**
Cardholder Phone:			
Cardholder Email:			
Customer Name:	**Burbank Unified School District**		

Transaction Type

Transaction Type:	**Authorize And Capture**	Transaction Status:	**Submitted**
Created Date:	**7/14/2021 4:43:28 PM EDT**	Authorization Date:	**7/14/2021 4:43:28 PM EDT**
Capture Date:	**7/14/2021 4:43:29 PM EDT**	Authorization Code:	**034318**
AVS Address:	**Matched**	AVS Zip:	**Not Matched**

Credit Card Information

Name On Card:	**Larry Cross**	Card Brand:	**VISA**
Card Number:	**xxxx-xxxx-xxxx-5491**	Security Code Status:	**Provided**
Security Code Response:	**Matched**		

Tracking Information

Customer Ref Value:	**B01324**	Order Number:	**34575**
Invoice Number:	**420522**	Invoice Date:	
Ship From Postal Code:	**54957**	Shipping Company:	**None**
Tracking Number:			

Transaction Totals

Product Code	Description	UOM Code	CMDTY Code	QTY	AMT	EXT AMT
420522	**Invoice**	**1**	**1**	**1.00**	**$3,816.92**	**$3,816.92**

Sub-Total:	**$3,816.92**
Sales Tax:	**$0.00**
Freight Amount:	**$0.00**
Freight Tax:	**$0.00**
Duty Amount:	**$0.00**
Total (USD) :	**$3,816.92**

This receipt is for informational use only and is not intended to serve as or replace any official tax document.

Neenah Foundry HQ uses advanced payment processing services provided by WEX Inc. www.wexinc.com.
7/14/2021 4:43:36 PM EDT