BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING

Thursday, June 20, 2019

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

Burbank City Hall
275 E. Olive Avenue
Burbank, California

AGENDA

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

1. CALL TO ORDER

2. REQUESTS TO ADDRESS THE BOARD

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

2.b Staff Responses

2.c Board Members' Comments and Responses

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

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

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

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

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

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

3.e Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)
Final Settlement Agreement for Special Education Student 960001685

3.f Conference with Legal Counsel – Existing Litigation - (Government Code section 54956.9(1)(d))

Batra v. Burbank Unified School District, Los Angeles Superior Court Case No. BC 676397

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

5. REPORTING ON CLOSED SESSION

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

7. ITEMS FOR FUTURE AGENDAS

8. PRESENTATIONS

8.a Recognition of Ed100 Online Education Program Graduates
Roberta Reynolds, President, Board of Education, will facilitate the recognition of the graduates of the Ed100 online education program.

9. REQUESTS TO ADDRESS THE BOARD

9.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.

9.b Staff Responses

9.c Board Members' Comments and Responses

10. REPORTS TO THE BOARD

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

10.b 2019-20 Reorganization Plan
Matt Hill, Superintendent, will discuss the necessary changes that need to be made to the Burbank Unified School District's organizational structure in order to help address the $3.5 million deficit the District faces, as presented.

2019-20 Reorganization Plan_062019.pdf

10.c Report on Facilities and Technology Projects
David Jaynes, Assistant Superintendent, Administrative Services, will report on Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

6-20-19 Facilities and Technology PP 062019.pdf

11. PUBLIC HEARING - Approximately 7:30 p.m.

11.a Public Disclosure of the 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5
The Board of Education will hold a Public Hearing, in compliance with provisions of AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004) GC 3547.5 to allow the public an opportunity to comment regarding the 2018-2019 Negotiated Successor to the Agreement between the Burbank Unified School District and the Burbank Teachers Association.

AB1200 Public Hearing-BTA.pdf

12. NEW AND/OR UNFINISHED BUSINESS

12.a Approval of the 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the negotiated 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5, as presented.

AB1200 Approval-BTA.pdf

12.b Adoption of Resolution 38 Authorizing Temporary Inter-fund Cash Borrowing 2019-2020
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education adopt Resolution 38 Authorizing Temporary Inter-fund Cash Borrowing transfers up to 75% of the fund balances of the District for 2019-2020 payment obligations as permitted in Education Code 42603, as presented.

Resolution 38 - Temporary Interfund Cash Borrowing.pdf

12.c Adoption of Resolution 39 Requesting the Issuance of Tax and Revenue Anticipation Notes (TRANs)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education adopt Resolution 39 Requesting the Issuance of the 2019-2020 Tax and Revenue Anticipation Notes for the District by the Board of Supervisors of the County of Los Angeles, not to exceed $24,000,000, as presented.

Resolution 39 -TRANS.pdf

12.d Second Reading and Adoption of Proposed 2019-2020 Budget
David Jaynes, Assistant Superintendent, Administrative Services, will facilitate a second reading of the proposed budget for the 2019-2020 fiscal year and recommends that the Board of Education adopt the 2019-2020 budget, as presented.

Proposed Budget 2019-20.pdf

12.e Second Reading and Approval of the 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)
John Paramo, Director, Secondary Education, will facilitate the second reading of the proposed 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), and recommends that the Board of Education approve the 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), as presented.

2019-2020_LCAP_Document_2nd_Reading_and_Approval__002_-1-6.pdf

12.f Second Reading and Approval of the BUSD District-Wide Goals and Core Values Statement for 2019-2020

Matt Hill, Superintendent, will facilitate a second reading and approval of the BUSD District-Wide Goals and Core Values Statement for 2019-2020, as presented.

Second Reading of District Wide Goals_Core Values for 2019-20.pdf

12.g Approval of School Site and Department Software Licenses and Memberships for 2019 - 2020
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the District Software Licenses and Memberships for the 2019-2020 school year, as presented.

Approval_School Site and Department Software Licenses and Memberships for 2019 - 2020_062019.pdf

12.h Approval of Agreement with Softchoice for Microsoft Licensing, District-wide (General Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Softchoice Corp., for Microsoft CAMSA Licensing and Azure Credits, not to exceed $89,701.13 (01.0-00000.0-00000-72000-5840-7401000) (General Fund), effective August 1, 2019 through July 31, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_Softchoice_Microsoft Licensing_062019.pdf

12.i Approval of Agreement for Professional Services, Hauffe Company, Inc. (Building Fund/Deferred Maintenance Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Hauffe Company, Inc. for bond program management, effective July 1, 2019 through September 30, 2019, not to exceed $65,220 (21-0-00000-0-00000-85000-6243-7500000) Building Fund, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Hauffe Contract 19-20.pdf

12.j Approval of Agreement with Dimension Data for Renewal of Wireless Controller Maintenance Contract (General Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Dimension Data for the renewal of the Cisco wireless maintenance contract, not to exceed $24,120.86 (01.0-00000.0-00000-77000-5840--7732000) (General Fund), effective September 2, 2019 through August 3, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_Cisco Systems_Renewal Wireless Maintenance Contract_062019.pdf

12.k Approval of the 2019-2020 Consolidated Application for Categorical Aid Programs
Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2019-2020 Consolidated Application for Funding Categorical Aid Programs, June Submission, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

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Con App Approval 6 20 19.pdf

12.l Approval of Employee Contracts for the Assistant Superintendent, Human Resources Services and Director of Burbank Adult School and Independent Learning Academy
Matt Hill, Superintendent, recommends that the Board of Education approve the employee contracts for the Assistant Superintendent of Human Resources Services and Director of Burbank Adult School and Independent Learning Academy, effective July 1, 2019 through June 30, 2022, as presented.

Contracts - Assistant Supt HR and Director Adult Ed.pdf

12.m Approval of Employee Contract for the Assistant Superintendent of Instructional Services
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the employee contract for the Assistant Superintendent of Instructional Services, effective July 1, 2019 through June 30, 2022, as presented.

Contract -Assistant Supt Instructional Services.pdf

12.n Approval of Job Description, Appointment and Employee Contract for Assistant Superintendent of Educational Services
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the Job Description, appointment and Employee Contract for the Assistant Superintendent of Educational Services effective July 1, 2019 through June 30, 2022, as presented.

Contract -Assistant Supt Ed Services.pdf

12.o Approval of the Teacher Assignments for 2019-2020
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Teacher Assignments for 2019-2020, as described per Education Codes §44258.2, 44258.3(a), 44258.7(b), (c) & (d), 44263, and 44865, as presented.

Committee on Assignments.pdf

12.p Adoption of Resolution 40 for the Elimination or Reduction of Services for Classified Positions
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 40 for the Elimination or Reduction of Services for Classified positions, as presented.

Resolution 40 - Reduction in Force.pdf

12.q 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.

Gift Report_062019.pdf

13. CONSENT AGENDA

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

13.a Action on Final Settlement Agreement (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960001685, not to exceed $12,800, effective June 21, 2019 through May 31, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960001685_Settlement Agreement.pdf

13.b Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Special Meeting of May 8, 2019, as presented.

Minutes.05.28.19.SP.pdf

13.c Approval of Personnel Report Number 18-19-19
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 18-19-19, covering Certificated and Classified personnel, and consisting of Pages 1 to 18 inclusive, as presented.

Personnel Report.pdf

13.d 2018-2019 Purchase Order Report
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2018-2019 as listed through May 20, 2019, as presented.

2018-2019 Purchase Order Report.pdf

13.e Approval of Warrants
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve payroll warrants in the total amount of $1,145,790.27 and commercial warrants in the total amount of $1,663,320.31, as presented.

Warrants.pdf

13.f Approval of Instructional Consultant Services
Tom Kissinger, Assistant Superintendent, Educational 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.

Consultants 6.20.19.pdf

13.g Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Therapy In Action, to provide an occupational therapy assessment (IEE) for Special Education

Student 960031112, not to exceed $1,310 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through December 30, 2019, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960031112_Therapy In Action_OT IEE.pdf

13.h Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve the agreement between the Burbank Unified School District and Dr. Al Melaragno to provide authorized signatures for occupational therapy medical logs, as authorized by Education Code Section 17596, effective July 1, 2019 through June 30, 2020, not to exceed $525 (01.0-65000.0-57700-11900-5850-7448000), and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

SPED_Melaragno Albert_OT Logs.pdf

13.i Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960002806, not to exceed $9,356.25 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through February 28, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960002806_PTA.pdf

13.j Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960029732, not to exceed $5,250 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960029732_PTA.pdf

13.k Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Kids Physical Therapy, Inc., to provide physical therapy for Burbank special education students, not to exceed $121,500 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Kids Physical Therapy.pdf

13.l Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends 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 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Accommodating Ideas.pdf

13.m Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve 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 $80,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED LRA.pdf

13.n Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960003223, not to exceed $7,200 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960003223_PTA.pdf

13.o Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Debra Rondeau, to provide services and assessments for students with orthopedic impairments, not to exceed $7,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Debra Rondeau.pdf

13.p Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and West Shield Adolescent Services, to escort and transport special education students to out of state residential facilities, not to exceed $15,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED West Shield.pdf

13.q Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and

Purple Communications, to provide interpreting and translation services for Burbank special education students, not to exceed $100,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Purple Communicaitons.pdf

13.r Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director of Special Education, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Care Van Inc. for transportation services for Special Education Students on an as needed basis, effective July 01, 2019, through June 30, 2020, not to exceed $10,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Care Van_Transportation.pdf

13.s Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960001685, not to exceed $11,250 (01.0-65000.0-57700-11900-5850-7440000), effective June 21, 2019 through May 31, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960001685_PTA.pdf

13.t Approval of Agreement for Professional Services (Special Education)
Tamara Schiern, Director of Special Education, recommends 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 $196,500 (1.0-33270.0-57500-11800-5810-7440000.), effective August 1, 2019 through July 31, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Hathaway Sycamore.pdf

13.u Ratification of Agreement for Professional Services (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education ratify the agreement between the Burbank Unified School District and Stretch Your Brain, to provide services and support for Special Education Student 960005271, not to exceed $4,950 (01.0-65000.0-57700-11900-5850-7440000), effective May 1, 2019 through December 30, 2019, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960005271_Stretch Your Brain.pdf

13.v Approval of Reimbursement to Parent for Transportation (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education

student 960005248 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $7,690.80, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960005248_Parent Reimbursement.pdf

13.w Approval of Reimbursement to Parent for Transportation (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 960001537 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $1,098.10, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960001537_Parent Reimbursement.pdf

13.x Approval of Reimbursement to Parent for Transportation (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 130003043 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $6,436.61, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 130003043_Parent Reimbursement.pdf

13.y Approval of Reimbursement to Parent for Transportation (Special Education)
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 960005248 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $7,690.80, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960005248_Parent Reimbursement.pdf

13.z Approval of Agreement for Professional Services, G & S Transit Management, Inc. (DBA: City Cab)
Tamara Schiern, Director of Special Education, recommends that the Board of Education approve an agreement between the Burbank Unified School District and G & S Transit Management, Inc. (DBA: City Cab) for transportation services for Special Education Students on an as needed basis, effective July 1, 2019, through June 30, 2020, not to exceed $100,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED G&S City Cab_Transportation.pdf

13.aa Authorization of Salary Rates for Certificated, Classified and Other Unrepresented Employees for the Fiscal Year 2019-2020

Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education authorize the Superintendent to notify the Los Angeles County Superintendent of Schools that, as a result of financial uncertainties, negotiations, legislation, and other factors, the Board of Education declares that all management, including Superintendent, all Assistant Superintendents, confidential and other unrepresented employees' salaries are declared indefinite for 2019-2020.

Note: This consent item is an annual routine action required by the Board of Education.

13.ab Approval of School Psychology Fieldwork Agreement– Loyola Marymount University

Sarah Niemann, Assistant Superintendent, Human Resources, recommends that the Board of Education approve the School Psychology Fieldwork Agreement between the Burbank Unified School District and Loyola Marymount University to provide fieldwork experience and training through school psychology services, effective June 21, 2019 through June 21, 2022 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 - Loyola.pdf

13.ac Approval of Agreement for Professional Services

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Shaw HR Consulting, Inc., to perform services related to the District's disability management program, not to exceed $35,000 (01.0-90335.0-00000-27000-5880-7558000) effective July 1, 2019 through June 30, 2020 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Shaw.pdf

13.ad Approval of Agreement for Professional Services

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Agreement for Professional Services of Independent Contractor between the Burbank Unified School District and Providence Health System – Southern California (DBA Providence Saint Joseph Medical Center) to cover the periods of July 1, 2019 through June 30, 2020 and that authority to sign the Agreement for Professional Services be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - SJOHC.pdf

13.ae Approval of Agreement for Professional Services

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve an 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, 2019–June 30, 2020 and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Concentra.pdf

13.af Amendment of Agreement for Consultant Services

Stacy Cashman, Director, Student Services, recommends that the Board of Education amend the agreement for consultant services between the Burbank Unified School District and Behavioral Learning Center, Inc. to provide other health and support services on an "as needed" basis when other qualified staff are not available effective December 1, 2018 through June 30, 2019, not to exceed $19,000; formerly $15,000 (01.0-00000-11100-10000-5810-7452000), and that the authority to sign the agreement be exercised pursuant to BUSD- AR 3314, as presented.

Note: This Amendment increases the current consultant agreement from $15,000 to $19,000 to pay one final invoice. The original agreement was Board approved on April 18, 2019.

Board Memo - REVISED Behavioral Learning Center 18-19.pdf

13.ag Approval of Agreement with Family Service Agency of Burbank to Provide School-Based Counseling Services

John Paramo, Director, Secondary Education, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to provide individual and group counseling to elementary and secondary school pupils, as required, effective July 1, 2019 through June 30, 2020, not to exceed $30,000 (01.0- 01500.0-71500-31100-5810-7422000), and that authority to sign the agreement be exercised pursuant to BUSD - AR 3314, as presented.

FSA_SBC_CONTRACT_Final__6.20.19__002_-1-1.pdf

13.ah Approval of Agreement with Family Service Agency of Burbank to Provide High School Student Care Centers

John Paramo, Director, Secondary Education recommends that the Board of Education approve an agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to continue to provide counseling and administrative services at the JBHS and BHS Student Care Centers, effective July 1, 2019 through June 30, 2020, not to exceed $100,000,
(010-41270.0-00000-31100-5850-7719000) Federal Title IV funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented

FSA_CARE_CENTER_CONTRACT_Final 6 12.pdf

13.ai Approval of Agreement with Family Service Agency of Burbank to Provide Special Education Counseling Services

John Paramo, Director, Secondary Education, recommends that the Board of Education approve the agreement between the Burbank Unified School District and the Family Services Agency of Burbank to provide IEP-based mental health services for qualifying special education students, effective July 1, 2019 through June 30, 2020, not to exceed $250,000 (01.0-651200.0-57500-11800-5810-7440000), and the authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.

BUSD SPED.FSA CONTRACT FOR 6.20.pdf

13.aj Approval of Burbank High School and John Burroughs High School Skills USA Teams Extended (Overnight) Field Trip (CTE Funds)
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Burbank High School and John Burroughs High School Skills USA Team extended (overnight) field trip, to participate in the 55th Annual National Leadership and Skills Conference in Louisville, Kentucky, Monday, June 24, 2019 through Saturday, June 29, 2019, not to exceed $9,526 (010-06350.0-38000-10000-5220-7910000, Career Technical Education fund), as presented.

Skills Overnight Field Trip.pdf

13.ak Approval of Agreement for Professional Services, E-Rate Consultant (Special Reserve Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and CSM Consulting, Inc., to provide E-Rate funding consultation services, not to exceed $33,500 (40.0-00000.0-00000-81000-5850-7500000) (Special Reserve Fund), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Agreement_CSM ERate Consultant_Professional Services_062019.pdf

13.al Acceptance of Notice of Completion, PMC Concrete, Phase II, Bid 1617-051, 1617-052 and 1617-053, Bid Package No. 2, Building and Site Concrete, Bret Harte Elementary School Modular Classrooms (Bond Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept a notice of completion, PMC Concrete, Phase II, Bid 1617-051, 1617-052 and 1617-053, Bid Package No. 2, Building and Site Concrete, Bret Harte Elementary School Modular Classrooms not to exceed $840,547.89 PO 19002059 (21.0-00000-0-91008-85000-6230-205-0000) Bond Fund, as presented.

6-20-19 NOC _ PMC Concrete_ Modulars_ Harte.pdf

13.am Acceptance of Notice of Completion, Play Power, LT Farmington Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School (Bond Fund)
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept a notice of completion, Play Power, LT Farmington Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School, not to exceed $21,856.98 PO 19003205- (213-00000-0-91006-85000-6410-205-0000) Bond Fund, as presented.

6-20-19 NOC _ Playpower_ Playground _ Harte.pdf

14. REQUESTS TO ADDRESS THE BOARD

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

Superintendent may refer the matter to the proper department for review.

14.b Staff Responses

14.c Board Members' Comments and Responses

15. ADJOURNMENT

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:	Matt Hill, Superintendent
SUBMITTED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
DATE:	May 29, 2019
SUBJECT:	2019-20 Reorganization Plan

Background:

In order to reduce costs, 6.5 positions within the District are being recommended for elimination: (1) Director of Secondary Education, (2) Director of Wellness, (3) Teacher on Special Assignment – Engagement Strategies, (4) Teacher on Special Assignment – Arts Education and Career Technical Education, (5) Administrative Assistant – Wellness, (6) Administrative Assistant – Instruction, (6.5) 0.5 FTE Senior Administrative Secretary (Confidential). In addition, one position has been reclassified from Executive Assistant to the Superintendent/Public Information Officer to Executive Assistant to the Superintendent (Confidential). Finally, the Board and Superintendent did not take a raise in 2017-18 and 2018-19 in order to assist with the financial challenges of the District.

Discussion/Issues:

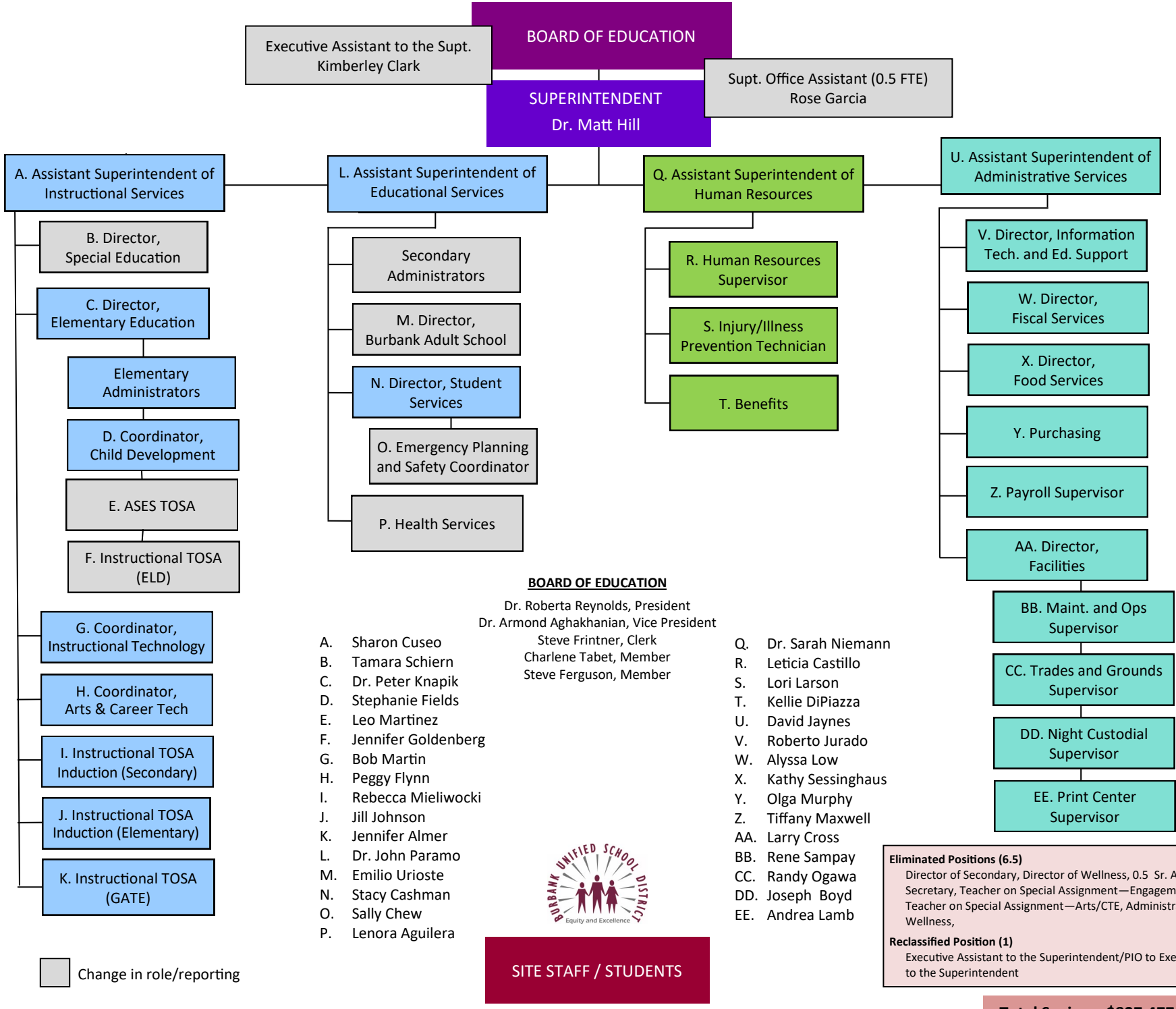
Superintendent Hill will present the proposed organizational chart and will highlight the above changes that will be implemented on July 1, 2019 in order to realize $837,477 in savings. Previous and subsequent Board reports have been/will be presented to the Board of Education for action.

Fiscal Impact:

The fiscal impact is a cost savings of $837,477 annually.

Recommendation:

Matt Hill, Superintendent, will discuss the necessary changes that need to be made to the Burbank Unified School District's organizational structure in order to help address the $3.5 million deficit the District faces, as presented.



Eliminated Positions (6.5)

Director of Secondary, Director of Wellness, 0.5 Sr. Administrative Secretary, Teacher on Special Assignment—Engagement Strategies, Teacher on Special Assignment—Arts/CTE, Administrative Assistant—Wellness,

Reclassified Position (1)

Executive Assistant to the Superintendent/PIO to Executive Assistant to the Superintendent

Total Savings: $837,477

As of July 1, 2019

Facilities/Technology Board of Education Agenda Items

Board of Education Meeting - June 20, 2019

- 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)

Notices of Completion

Location – Bret Harte Elementary School
Project - Modular Classroom Installation
Contractor – PMC Concrete
Final Contract Amount - $840,547.89 (Bond Fund)



Location – Bret Harte Elementary School
Project – Procurement and Installation of Playground Equipment
Contractor – Play Power LT Farmington Inc.
Final Contract Amount - $ 21,856.98 (Bond Fund)



Facilities/Technology
Board of Education Items

Bond Technology Projects:
Notice of Completion, Change Orders,
Award of Contract & Contract Amendments

Professional Services Agreement

<u>Location –District-Wide</u>
Project –E-Rate Consulting Services
Contractor – CSM Consulting, Inc.
Reason – The District sought other E-Rate Services providers that were competitive and cost effective for the District. The District reached out to other School Districts and firms and received multiple proposals. CSM will provide E-Rate consulting services as shown in the attached proposal in the amount of $33,500 for the first year which includes a base contract amount of $8,500 and a fee of up to $25,000 for Category Two applications. Subsequent years with only Category One applications will bring the fee down to the base contract amount of $8,500 annually. This represents a savings of $41,500 for the first year, and $66,500 for subsequent years, compared to our previous E-Rate Consultant contract.

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 Services

PREPARED BY: Cindy Quiterio, Executive Assistant, Human Resources

SUBMITTED BY: Cindy Quiterio, Executive Assistant, Human Resources

DATE: June 20, 2019

SUBJECT: Public Disclosure of the 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Background:
The Burbank Teachers Association and the District have tentatively agreed to a 2018-2019 Amendment to the Agreement. The Association and the District have agreed to the attached signed Articles. BTA has informed the District that the Association ratified this Tentative Agreement.

Discussion/Issues:
Sarah Niemann, Assistant Superintendent, Human Resources Services, will discuss the Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association. In accordance with the AB 1200, the District has submitted a budget forecast to the Los Angeles County Office of Education to demonstrate that the negotiated Amendment to the Agreement does not negatively impact the District's financial condition.

The public will have an opportunity for input at a Public Hearing held prior to the Board of Education ratification vote. Pursuant to the public disclosure requirements of Government Code section 3547.5, the following is a summary of the signed Tentative Agreements and changes recommended to the previous Agreement and, where applicable, their additional costs to the District.

Article 7: Wages
Effective retroactive to July 1, 2018, all bargaining unit member salary schedules will increase by 1%.

Article 9: Hours of Employment
Language was modified to address the option of additional planning days in lieu of meetings. Additionally, language was added to cap meetings at 90 minutes in length and end no later than 4:30 p.m. unless there is mutual agreement to continue the meeting.

Article 34: Conclusiveness of Agreement
Language was modified to state that the District will communicate its desire to change policies and/or administrative rules and regulations within "instructional" days instead of "calendar" days.

Article 35: Term of Agreement
Language regarding reopeners was modified to establish new timelines and process pertaining to reopeners.

Memorandums of Understanding

- Department Chairs at Adult School
    - The parties agreed to continue the pilot program at the Burbank Adult School which allows for four department chairs for the 2019-2020 school year in accordance with Article 30.

- Voluntary Middle School Zero Period
    - The parties agreed to continue a flexible schedule for eighth grade students in order to incorporate elective classes as a zero period in the rotating schedules.

- BTA President Release Time for the 2019 - 2020 School Year
    - For the 2019 – 2020 school year, the parties agreed to release the BTA President for periods 5 and 6 to attend to BTA business and issues. In addition, BTA agreed to reimburse one period at 20% of step 10, column 3 or the actual cost of the replacement for the one period, whichever is lower. The District will to continue to pay 100% of medical benefits.

- Joint Health Benefits Committee
    - The parties agreed establish a Joint Benefits Committee composed of up to three bargaining unit members. The committee shall begin to meet no later than the end of September, 2019.

- Early Release Schedule for John Burroughs High School 2019-2020
    - The parties agreed to continue the early release program established as a pilot during the 2011-2012 school year. Article 9 has been modified to allow the increase of professional development days, also known as Early Release Schedule. The program will be continue to be closely monitored by the Principal at John Burroughs High School. The District will evaluate the program at the conclusion of the 2019-2020 school year.

Fiscal Impact:
The financial implications to this Agreement are stated on the AB 1200.

Recommendation:
The Board of Education will hold a Public Hearing, in compliance with provisions of AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004) GC 3547.5 to allow the public an opportunity to comment regarding the 2018-2019 Negotiated Successor to the Agreement between the Burbank Unified School District and the Burbank Teachers Association.

Los Angeles County Office of Education
Business Advisory Services

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District:	Burbank Unified School District
Name of Bargaining Unit:	Burbank Teachers Association
Certificated, Classified, Other:	Certificated

The proposed agreement covers the period beginning: July 1, 2018 (date) and ending: June 30, 2019 (date)

The Governing Board will act upon this agreement on: June 20, 2019 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

	Bargaining Unit Compensation All Funds - Combined		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
		Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2018-19	Year 2 Increase/(Decrease) 2019-20	Year 3 Increase/(Decrease) 2020-21
1.	**Salary Schedule** Including Step and Column	$ 72,619,998	$ 726,200		
			1.00%	0.00%	0.00%
2.	**Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
	Description of Other Compensation				
3.	**Statutory Benefits** - STRS, PERS, FICA, WC, UI, Medicare, etc.	$ 15,199,985	$ 152,000		
			1.00%	0.00%	0.00%
4.	**Health/Welfare Plans**				
5.	**Total Bargaining Unit Compensation** Add Items 1 through 4 to equal 5	$ 87,819,983	$ 878,200	$ -	$ -
			1.00%	0.00%	0.00%
6.	**Total Number of Bargaining Unit Employees** (Use FTEs if appropriate)	761.76			
7.	**Total Compensation Average Cost per Bargaining Unit Employee**	$ 115,286	$ 1,153	$ -	$ -
			1.00%	0.00%	0.00%

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

The negotiated percentage change was 1% on schedule for 2018-2019 retro to July 1, 2018.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes [X] No [ ]
    If yes, please describe the cap amount.

Yes. $12,000 annually

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Attached you will find the side letter, articles and memoradum of understandings that were agreed upon for 2018-2019.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

An MOU for voluntary Middle School Zero Period assignment was established. This MOU brings agreement to a flexible schedule in order to incorporate elective classes as a zero period in rotating schedules and is limited to Eighth grade students.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

Article 35 is BTA's reopener article. See attached article for agreed upon language changes.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

N/A

F. Source of Funding for Proposed Agreement:

1. Current Year

General fund, Adult Fund (11.0) and Child Development Fund (12.0)

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

General fund, Adult Fund (11.0) and Child Development Fund (12.0)

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 133,051,902		$ -	$ 133,051,902
Federal Revenue	8100-8299			$ -	$ -
Other State Revenue	8300-8599	$ 5,645,116		$ -	$ 5,645,116
Other Local Revenue	8600-8799	$ 554,591		$ -	$ 554,591
TOTAL REVENUES		$ 139,251,609		$ -	$ 139,251,609
EXPENDITURES					
Certificated Salaries	1000-1999	$ 63,667,167	$ 577,051		$ 64,244,218
Classified Salaries	2000-2999	$ 17,045,636			$ 17,045,636
Employee Benefits	3000-3999	$ 28,236,773	$ 122,366		$ 28,359,139
Books and Supplies	4000-4999	$ 1,494,730		$ -	$ 1,494,730
Services and Other Operating Expenditures	5000-5999	$ 8,927,003		$ -	$ 8,927,003
Capital Outlay	6000-6999	$ 237,905		$ -	$ 237,905
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,789,834		$ -	$ 1,789,834
Transfers of Indirect Costs	7300-7399	$ (1,362,134)		$ -	$ (1,362,134)
TOTAL EXPENDITURES		$ 120,036,914	$ 699,417	$ -	$ 120,736,331
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979		$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ -	$ -	$ 796,554
Contributions	8980-8999	$ (20,808,781)	$ (159,589)	$ -	$ (20,968,370)
OPERATING SURPLUS (DEFICIT)*		$ (2,390,640)	$ (859,006)	$ -	$ (3,249,646)
BEGINNING FUND BALANCE	9791	$ 10,918,843			$ 10,918,843
Audit Adjustments/Other Restatements	9793/9795				$ -
ENDING FUND BALANCE		$ 8,528,203	$ (859,006)	$ -	$ 7,669,197
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 100,060	$ -	$ -	$ 100,060
Restricted	9740				
Committed	9750-9760		$ -	$ -	$ -
Assigned	9780	$ 726,863	$ -	$ -	$ 726,863
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ -	$ -	$ 5,044,381
Unassigned/Unappropriated Amount	9790	$ 2,656,899	$ (859,006)	$ -	$ 1,797,893

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ 6,328,343		$ -	$ 6,328,343
Other State Revenue	8300-8599	$ 12,345,215		$ -	$ 12,345,215
Other Local Revenue	8600-8799	$ 5,394,751		$ -	$ 5,394,751
TOTAL REVENUES		$ 24,068,309		$ -	$ 24,068,309
EXPENDITURES					
Certificated Salaries	1000-1999	$ 12,017,866	$ 118,074	$ -	$ 12,135,940
Classified Salaries	2000-2999	$ 10,176,936	$ -	$ -	$ 10,176,936
Employee Benefits	3000-3999	$ 8,093,622	$ 23,231	$ -	$ 8,116,853
Books and Supplies	4000-4999	$ 6,214,282		$ -	$ 6,214,282
Services and Other Operating Expenditures	5000-5999	$ 8,183,557		$ -	$ 8,183,557
Capital Outlay	6000-6999	$ 1,047,447		$ -	$ 1,047,447
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,067,387		$ -	$ 1,067,387
Transfers of Indirect Costs	7300-7399	$ 511,483		$ -	$ 511,483
TOTAL EXPENDITURES		$ 47,312,580	$ 141,305	$ -	$ 47,453,885
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
Contributions	8980-8999	$ 20,808,781	$ 141,305	$ -	$ 20,950,086
OPERATING SURPLUS (DEFICIT)*		$ (2,435,490)	$ -	$ -	$ (2,435,490)
BEGINNING FUND BALANCE	9791	$ 3,419,549			$ 3,419,549
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 984,059	$ -	$ -	$ 984,059
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 984,059	$ -	$ -	$ 984,059
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 133,051,902		$ -	$ 133,051,902
Federal Revenue	8100-8299	$ 6,328,343		$ -	$ 6,328,343
Other State Revenue	8300-8599	$ 17,990,331		$ -	$ 17,990,331
Other Local Revenue	8600-8799	$ 5,949,342		$ -	$ 5,949,342
TOTAL REVENUES		$ 163,319,918		$ -	$ 163,319,918
EXPENDITURES					
Certificated Salaries	1000-1999	$ 75,685,033	$ 695,125	$ -	$ 76,380,158
Classified Salaries	2000-2999	$ 27,222,572	$ -	$ -	$ 27,222,572
Employee Benefits	3000-3999	$ 36,330,395	$ 145,597	$ -	$ 36,475,992
Books and Supplies	4000-4999	$ 7,709,012		$ -	$ 7,709,012
Services and Other Operating Expenditures	5000-5999	$ 17,110,560		$ -	$ 17,110,560
Capital Outlay	6000-6999	$ 1,285,352		$ -	$ 1,285,352
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 2,857,221		$ -	$ 2,857,221
Transfers of Indirect Costs	7300-7399	$ (850,651)		$ -	$ (850,651)
TOTAL EXPENDITURES		$ 167,349,494	$ 840,722	$ -	$ 168,190,216
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ -	$ -	$ 796,554
Contributions	8980-8999	$ -	$ (18,284)	$ -	$ (18,284)
OPERATING SURPLUS (DEFICIT)*		$ (4,826,130)	$ (859,006)	$ -	$ (5,685,136)
BEGINNING FUND BALANCE	9791	$ 14,338,392			$ 14,338,392
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 9,512,262	$ (859,006)	$ -	$ 8,653,256
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 100,060	$ -	$ -	$ 100,060
Restricted	9740	$ 984,059	$ -	$ -	$ 984,059
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 726,863	$ -	$ -	$ 726,863
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ -	$ -	$ 5,044,381
Unassigned/Unappropriated Amount	9790	$ 2,656,899	$ (859,006)	$ -	$ 1,797,893

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 11 - Adult Education Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 263,286		$ -	$ 263,286
Other State Revenue	8300-8599	$ 2,701,321		$ -	$ 2,701,321
Other Local Revenue	8600-8799	$ 319,716		$ -	$ 319,716
TOTAL REVENUES		$ 3,284,323		$ -	$ 3,284,323
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,809,675	$ 16,357	$ -	$ 1,826,032
Classified Salaries	2000-2999	$ 831,580	$ -	$ -	$ 831,580
Employee Benefits	3000-3999	$ 812,166	$ 2,837	$ -	$ 815,003
Books and Supplies	4000-4999	$ 157,835		$ -	$ 157,835
Services and Other Operating Expenditures	5000-5999	$ 260,119		$ -	$ 260,119
Capital Outlay	6000-6999	$ 295,644		$ -	$ 295,644
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 195,166		$ -	$ 195,166
TOTAL EXPENDITURES		$ 4,362,185	$ 19,194	$ -	$ 4,381,379
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 259,532	$ -	$ -	$ 259,532
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (818,330)	$ (19,194)	$ -	$ (837,524)
BEGINNING FUND BALANCE	9791	$ 4,707,864			$ 4,707,864
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 3,889,534	$ (19,194)	$ -	$ 3,870,340
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719		$ -	$ -	$ -
Restricted	9740	$ 3,870,340	$ -	$ -	$ 3,870,340
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ 19,194	$ (19,194)	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 12 - Child Development Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 238,957		$ -	$ 238,957
Other State Revenue	8300-8599	$ 593,622		$ -	$ 593,622
Other Local Revenue	8600-8799	$ 4,678,058		$ -	$ 4,678,058
TOTAL REVENUES		$ 5,510,637		$ -	$ 5,510,637
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,693,970	$ 14,718	$ -	$ 1,708,688
Classified Salaries	2000-2999	$ 2,007,573	$ -	$ -	$ 2,007,573
Employee Benefits	3000-3999	$ 1,506,598	$ 3,567	$ -	$ 1,510,165
Books and Supplies	4000-4999	$ 256,311		$ -	$ 256,311
Services and Other Operating Expenditures	5000-5999	$ 399,273		$ -	$ 399,273
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 443,466		$ -	$ 443,466
TOTAL EXPENDITURES		$ 6,307,191	$ 18,285	$ -	$ 6,325,476
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 796,554	$ 18,285	$ -	$ 814,839
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenues	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____
Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Page 4i

Burbank Unified School District
Burbank Teachers Association

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4g: Other	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4h: Other	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Additional Comments:

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 133,051,902	$ 138,312,160	$ 142,154,381
Federal Revenue	8100-8299	$ -	$ -	$ -
Other State Revenue	8300-8599	$ 5,645,116	$ 3,038,570	$ 3,038,570
Other Local Revenue	8600-8799	$ 554,591	$ 290,902	$ 290,902
TOTAL REVENUES		$ 139,251,609	$ 141,641,632	$ 145,483,853
EXPENDITURES				
Certificated Salaries	1000-1999	$ 64,244,218	$ 63,687,430	$ 64,538,045
Classified Salaries	2000-2999	$ 17,045,636	$ 16,590,678	$ 16,833,265
Employee Benefits	3000-3999	$ 28,359,139	$ 28,659,499	$ 30,369,990
Books and Supplies	4000-4999	$ 1,494,730	$ 531,283	$ 548,443
Services and Other Operating Expenditures	5000-5999	$ 8,927,003	$ 8,875,084	$ 9,316,595
Capital Outlay	6000-6999	$ 237,905	$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,789,834	$ 1,228,575	$ 1,273,101
Transfers of Indirect Costs	7300-7399	$ (1,362,134)	$ (1,274,165)	$ (1,420,147)
Other Adjustments				$ -
TOTAL EXPENDITURES		$ 120,736,331	$ 118,298,384	$ 121,459,292
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ 391,447	$ 381,844
Contributions	8980-8999	$ (20,968,370)	$ (22,374,441)	$ (22,968,024)
OPERATING SURPLUS (DEFICIT)*		$ (3,249,646)	$ 577,360	$ 674,693
BEGINNING FUND BALANCE	9791	$ 10,918,843	$ 7,669,197	$ 8,246,557
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 7,669,197	$ 8,246,557	$ 8,921,250
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 100,060	$ 100,060	$ 100,060
Restricted	9740			
Committed	9750-9760	$ -	$ 122,438	$ 327,271
Assigned	9780	$ 726,863	$ 249,223	$ 249,223
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ 7,774,836	$ 8,244,696
Unassigned/Unappropriated Amount	9790	$ 1,797,893	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ -	$ -	$ -
Federal Revenue	8100-8299	$ 6,328,343	$ 6,328,343	$ 6,328,343
Other State Revenue	8300-8599	$ 12,345,215	$ 12,345,215	$ 12,345,215
Other Local Revenue	8600-8799	$ 5,394,751	$ 5,394,751	$ 5,394,751
TOTAL REVENUES		$ 24,068,309	$ 24,068,309	$ 24,068,309
EXPENDITURES				
Certificated Salaries	1000-1999	$ 12,135,940	$ 12,518,512	$ 12,671,227
Classified Salaries	2000-2999	$ 10,176,936	$ 10,667,695	$ 10,923,316
Employee Benefits	3000-3999	$ 8,116,853	$ 8,873,642	$ 9,422,878
Books and Supplies	4000-4999	$ 6,214,282	$ 3,824,811	$ 2,787,694
Services and Other Operating Expenditures	5000-5999	$ 8,183,557	$ 8,055,981	$ 8,729,110
Capital Outlay	6000-6999	$ 1,047,447	$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,067,387	$ 1,067,387	$ 1,067,387
Transfers of Indirect Costs	7300-7399	$ 511,483	$ 537,904	$ 537,904
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 47,453,885	$ 45,545,932	$ 46,139,516
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -
Contributions	8980-8999	$ 20,950,086	$ 20,985,594	$ 21,579,177
OPERATING SURPLUS (DEFICIT)*		$ (2,435,490)	$ (492,029)	$ (492,030)
BEGINNING FUND BALANCE	9791	$ 3,419,549	$ 984,059	$ 492,030
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 984,059	$ 492,030	$ -
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ -	$ -	$ -
Restricted	9740	$ 984,059	$ 492,030	$ -
Committed	9750-9760			
Assigned	9780			
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 133,051,902	$ 138,312,160	$ 142,154,381
Federal Revenue	8100-8299	$ 6,328,343	$ 6,328,343	$ 6,328,343
Other State Revenue	8300-8599	$ 17,990,331	$ 15,383,785	$ 15,383,785
Other Local Revenue	8600-8799	$ 5,949,342	$ 5,685,653	$ 5,685,653
TOTAL REVENUES		$ 163,319,918	$ 165,709,941	$ 169,552,162
EXPENDITURES				
Certificated Salaries	1000-1999	$ 76,380,158	$ 76,205,942	$ 77,209,272
Classified Salaries	2000-2999	$ 27,222,572	$ 27,258,373	$ 27,756,581
Employee Benefits	3000-3999	$ 36,475,992	$ 37,533,141	$ 39,792,868
Books and Supplies	4000-4999	$ 7,709,012	$ 4,356,094	$ 3,336,137
Services and Other Operating Expenditures	5000-5999	$ 17,110,560	$ 16,931,065	$ 18,045,705
Capital Outlay	6000-6999	$ 1,285,352	$ -	$ -
Other Outgo (excuding Indirect Costs)	7100-7299 7400-7499	$ 2,857,221	$ 2,295,962	$ 2,340,488
Transfers of Indirect Costs	7300-7399	$ (850,651)	$ (736,261)	$ (882,243)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 168,190,216	$ 163,844,316	$ 167,598,808
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ 391,447	$ 381,844
Contributions	8980-8999	$ (18,284)	$ (1,388,847)	$ (1,388,847)
OPERATING SURPLUS (DEFICIT)*		$ (5,685,136)	$ 85,331	$ 182,663
BEGINNING FUND BALANCE	9791	$ 14,338,392	$ 8,653,256	$ 8,738,587
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 8,653,256	$ 8,738,587	$ 8,921,250
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 100,060	$ 100,060	$ 100,060
Restricted	9740	$ 984,059	$ 492,030	$ -
Committed	9750-9760	$ -	$ 122,438	$ 327,271
Assigned	9780	$ 726,863	$ 249,223	$ 249,223
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ 7,774,836	$ 8,244,696
Unassigned/Unappropriated Amount	9790	$ 1,797,893	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Burbank Unified School District
Burbank Teachers Association

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2018-19	2019-20	2020-21
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$ 168,986,770	$ 164,235,763	$ 167,980,652
b.	Less: Special Education Pass-Through Funds	$ -	$ -	$ -
c.	Net Expenditures, Transfers Out, and Uses	$ 168,986,770	$ 164,235,763	$ 167,980,652
d.	State Standard Minimum Reserve Percentage for this District **Enter percentage** →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or $50,000)	$ 5,069,603	$ 4,927,073	$ 5,039,420

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	$ 5,044,381	$ 7,774,836	$ 8,244,696
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	$ 1,797,893	$ -	$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	$ -	$ -	$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	$ -	$ -	$ -
e.	Total Available Reserves	$ 6,842,274	$ 7,774,836	$ 8,244,696
f.	Reserve for Economic Uncertainties Percentage	4.05%	4.73%	4.91%

3. Do unrestricted reserves meet the state minimum reserve amount?

2018-19	Yes	X	No	
2019-20	Yes	X	No	
2020-21	Yes	X	No	

4. If no, how do you plan to restore your reserves?

5. **Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	$	878,200
General Fund balance Increase/(Decrease), Page 4c, Column 2	$	(859,006)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	$	(19,194)
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	$	(878,200)
Variance	$	-

Variance Explanation:

6. **Will this agreement create or increase deficit financing in the current or subsequent years?**
"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	$ (4,826,130)	(2.9%)	
Current FY Surplus/(Deficit) after settlement(s)?	$ (5,685,136)	(3.4%)	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	$ 85,331	0.1%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	$ 182,663	0.1%	

Deficit Reduction Plan (as necessary):
Continue to monitor and review Special Education costs, enrollment projections and STRS/PERS increases each year. Burbank Unified will continue to use ending fund balance to meet it's financial obligations.

7. **Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	$ -	
1st Subsequent FY Restricted, Page 5b	$ -	
2nd Subsequent FY Unrestricted, Page 5a	$ -	
2nd Subsequent FY Restricted, Page 5b	$ -	

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Assistant Superintendent of Administrative Serivces of the Burbank Unified School District District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2018 to June 30, 2019.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	$ 1
Expenditures/Other Financing Uses	$ 878,201
Ending Balance(s) Increase/(Decrease)	$ (878,200)

Subsequent Years

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	$ -
Expenditures/Other Financing Uses	$ -
Ending Balance(s) Increase/(Decrease)	$ -

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

✓ I hereby certify ____ I am unable to certify

District Superintendent (Signature) — Date: 6/5/19

✓ I hereby certify ____ I am unable to certify

Chief Business Official (Signature) — Date: 6/5/19

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Burbank Teachers Association

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2018-19	2019-20	2020-21
a. LCFF Funding per ADA	8,524.55	9,139.90		
b. Amount Change from Prior Year Funding per ADA		615.35	-	-
c. Percentage Change from Prior Year Funding per ADA		7.22%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		878,200.00	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		1.00%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	-	-

Public Disclosure of Proposed Collective Bargaining Agreement

Burbank Unified School District
Burbank Teachers Association

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

Revenue Assumptions based upon 14,648 ADA for 18-19 and 14,674 ADA for 19-20 & 20-21
Lottery Funded at $151 unrestricted and restricted $53 per ADA
Federal and State funding including Special Education remain level
Assumptions based on Second Interim 2018-2019

Expense Assumptions:
Health and Welfare cap remain the same at $12,000 annually
CalSTRS rates as of March 2019 - 16.28 for 18-19, 17.1% for 19-20 and 18.10% for 20-21
CPI at 3.64% for 18-19, 3.38% for 19-20 and 3.19% for 20-21
Step and Column
2019-2020 reductions to remain fiscally solvent that were approved as of Second Interim

Concerns regarding affordability of agreement in subsequent years (if any):

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Burbank Unified School District
District Name

District Superintendent (Signature)

6/10/19
Date

Alyssa Low - Director of Fiscal Services
Contact Person

818-729-4450
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on June 20, 2019 took action to approve the proposed agreement with the Burbank Teachers Association Bargaining Unit.

President (or Clerk), Governing Board (Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

May 15, 2019

ARTICLE 7: WAGES

7.1 Employees covered by this Agreement shall be paid salaries, wages, and pay rates as provided in the attached EXHIBITS A-1 through H as included in the APPENDICES of this Agreement, in accordance with the rules and regulations for the implementation of such salary schedules, wages, and pay rates as also set forth in said attached EXHIBITS A-1 through H.

7.2 Effective retroactive to July 1, 2017~~8~~, the following salary schedules shall receive a 1~~2~~.0% increase.

- A-1 Certificated Bargaining Unit
- A-1NC Non-credentialed Certificated Bargaining Unit
- A-1R Retired Certificated Bargaining Unit Members
- B-1 Children's Center Teachers Monthly
- C Coaching Services
- D-1 Adult Education Certificated Hourly Program Coordinator
- D-3 Adult Education Resource teacher and Evening Program Coordinator
- E Regional Occupational Program Hourly
- F Miscellaneous Hourly Rate
- G Extra Compensation for Co/Extracurricular Activities
- H Certificated Pay Schedule for Hourly or Special Assignment

7.3 For unit members employed on or after July 1, 2005, Columns I and II of Schedules A-1 and A-1-NC are truncated at step 5, and Column III is truncated at step 10. Advancement below the truncation is available only to unit members hired before July 1, 2005.

7.4 Notwithstanding any law to the contrary, retroactive checks shall be issued to unit members no later than sixty (60) days of ratification of this agreement.

7.5 Effective July 1, 2019, ~~the pay period after ratification of this agreement,~~ counselors shall be on the same pay schedule as the rest of the bargaining unit. This transition shall not result in a loss of pay and shall not impact STRS retirement credit.

FOR THE ASSOCIATION:

Date: 5/15/19

FOR THE DISTRICT:

Date: 5/15/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

9.3.3.1 Subject to approval by the District and the Association, all three middle schools shall be dismissed each Tuesday at 2:15 p.m. for staff collaboration and articulation. Teachers shall have a minimum of three (3) Tuesdays per semester designated as independent planning days on which there shall be no District or site meetings at which attendance by middle school teachers is required unless approved by mutual agreement of site administration and faculty. The site administration in collaboration with ~~site administration and~~ department chairs ~~the site certificated staff~~, shall determine the dates, content, and schedule of these days. In addition, if there is mutual agreement between the site administration, faculty chairperson and department chairs, ~~in collaboration between site administration and department chairs, a site may designate~~ additional independent planning days in lieu of meeting days may be added on an annual basis.

9.3.4.1 To allow for pupil-free staff development, staff collaboration, and articulation at the high school level, an alternative schedule may be utilized for up to fifteen (15) days during the year. Teachers shall have a minimum of two (2) days per semester designated as independent planning days on which there shall be no District or site meetings at which attendance by high school teachers is required unless approved by mutual agreement of site administration and faculty. The site administration, in collaboration with ~~site certificated staff~~ department chairs, shall determine the dates, content, and schedule of these days. If a special schedule is enacted, there shall be no fewer than 65,400 instructional minutes per year for grades 9-12. In addition, if there is mutual agreement between site administration, faculty chairperson and department chairs, ~~in collaboration between site administration and department chairs, a site may designate~~ additional independent planning days in lieu of meetings may be added on an annual basis.

9.11.3 Classroom teachers, Children's Centers teachers, special teachers, nurses, counselors, and school librarians shall attend ~~such~~ required meetings ~~participate in such professional activities and perform such professional assignments after the regular on-site duty time as may be called or assigned by the principal, other immediate supervisor, or the Superintendent. Such meetings shall not extend beyond 4:30 pm.~~ and such meetings shall be no longer than ninety (90) minutes in length and/or end no later than 4:30 p.m., unless there is mutual agreement of all

involved to continue the meeting. Meetings that are not concluded shall be rescheduled for continuation.

9.11.5 Participation of Bargaining Unit Members in Individualized Educational Program (IEP), Individual Intervention plan (IIP), 540 Plan, Individualized Transitional Program (ITP), Student Study Team (SST) and Retention meetings shall be no longer than 90 minutes in length and/or end no later than 4:30 p.m., unless there is mutual agreement of all involved to continue the meeting. Meetings that are not concluded shall be rescheduled for continuation. The priority shall be to hold such meetings during the instructional day. ~~Attempts shall be made to schedule the above listed meetings within the regularly assigned on site duty hours.~~

9.11.8 BTA proposes status quo and District agrees.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

ARTICLE 34: CONCLUSIVENESS OF AGREEMENT

34.1 Except as noted in 34.2, 35.2, 35.3, ~~and~~ 35.4, and 35.5 during the term of this Agreement the District and the Association expressly waive and relinquish the right to meet and negotiate and agree that neither party to this Agreement shall be obligated to meet and negotiate with respect to any subject or matter whether referred to or covered in this Agreement or not, even though such subjects or matters may not have been within the knowledge or contemplation of either the District or the Association at the time of meeting and negotiating on and executing this Agreement, and even though such subject matters were proposed and later withdrawn.

34. 2 In the event that the District desires to change any of its policies and/or administrative rules and regulations which are not covered by this Agreement but are within the scope of bargaining and affect bargaining unit members, it will, absent emergency conditions, so notify the Association of its intentions prior to any such contemplated change. The Association, within ten (10) ~~school~~ instructional days after receipt of such notification, may notify the District of its desire to negotiate on such contemplated changes in District policies and/or administrative rules and regulations. Thereupon, the District shall enter into such negotiations with the Association for a period of sixty (60) ~~calendar~~ instructional days (unless agreement is reached prior to the sixty (60) days). If no agreement is reached within the sixty-day period, the District may adopt the change if it so desires.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

35.3 Written notice to begin negotiations on a successor agreement must be provided to the other party prior to April 1 of the final year of the Agreement. Upon receipt of this written notice, the District will proceed with the public notice requirements under Government Code Section 3547. Negotiations shall commence no later than May 1 of that calendar year.

35.4 In the event that the prior year's reopener or successor negotiations have not concluded by April 1, the Article 35.2 and Article 35.3 timelines shall be suspended and shall resume no later than sixty (60) instructional days after ratification of the prior year's Tentative Agreement.

35.3~~5~~ The District and the Association may reopen this Agreement or any portion thereof during the term of the Agreement by mutual agreement in writing by both parties to this Agreement.

~~35.4 Prior to April 1, 2017, either the District or the Association may give by written submission of an initial proposal to the other party, by certified mail or hand delivery, notification of its desire to negotiate a successor Agreement. Upon receipt of this written notice, the District will proceed with the public notice requirements under Government Code Section 3547. Negotiations shall commence no later than May 1, 2017. In the event that neither party gives appropriate written notice to the other of its desire to renegotiate any portion of this Agreement, the Agreement shall be extended for one year.~~

FOR THE ASSOCIATION:

Date: 4/25/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK TEACHERS ASSOCIATION

AND

BURBANK UNIFIED SCHOOL DISTRICT

Memorandum of Understanding

Department Chairs at Adult School

The Burbank Teachers Association and the Burbank Unified School District agree to the terms of this Memorandum of Understanding (MOU) in order to allow a pilot program at the Burbank Adult School. ~~u~~Up to four department chairs shall be allowed for the 2019-2020 school year in accordance with Article 30.

The following department chairs are being proposed for the 2019-2020 school year and will be funded out of the site budget:

1. Parent Education
2. FACTS
3. ESL
4. Academic

The Burbank Adult School will follow all provisions of Article 30 except for the term of this position. Since the MOU is for one year only, the term for these roles will be for one year only. If the District and BTA agree to extend the MOU beyond this year, the term guidelines set forth in Article 30 will be in effect.

This MOU will expire at the end of the 2019-2020 school year and is not intended to set precedent for other stipend positions.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK TEACHERS ASSOCIATION

AND

BURBANK UNIFIED SCHOOL DISTRICT

Memorandum of Understanding

Voluntary Middle School Zero Period

The Burbank Teachers Association and the Burbank Unified School District agree to a flexible schedule in order to incorporate elective classes as a zero period in the rotating schedules in middle school, and is limited to eighth grade students.

A voluntary zero period assignment, with work hours from 6:50 a.m. to 3:00 p.m., shall be offered to interested teachers whose elective courses will be offered for zero period. By May 1 of each year, the site administrator, in collaboration with the Association and the site representative, will determine the elective courses to be offered the following year.

In order to avoid requiring the teacher to dedicate five (5) extra hours on campus per week, the teacher will collaborate with administration to determine five (5) conference periods and five (5) duty free periods when the master schedule is developed. An attempt will be made to maximize the alignment of the free period with lunch or the end of the day. During this free period, the teacher will be allowed to leave campus. The teacher may be required to cover another class during his/her conference period but not during his/her duty free period per current practice. The teacher will be required to attend all faculty meetings, professional development and teacher workdays.

The MOU for this program will expire at the end of the 2020-2021 school year and does not in any way set precedent for any other zero period classes at the middle schools.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Burbank Teachers Association

and

Burbank Unified School District

Side Letter of Agreement

BTA President Release Time for the 2019-2020 School Year

For the 2019-2020 school year, the Burbank Teachers Association President Diana Abasta shall teach periods 1, 2 and 3 and have a preparation period during period 4. She shall be released during periods 5 and 6 to attend to BTA business and issues and shall attend all required staff meetings and other professional duties as they arise. During the two release periods, the President shall not engage in political activities prohibited by law or prohibited by Article 33 of the certificated Collective Bargaining Agreement.

In addition, the BTA President shall be available at District request during one of the periods, to assist in teacher recruitment activities and LCAP planning and related activities and other activities of mutual interest and benefit.

One period shall be reimbursed to the District at 20% of Step 10 Column 3 or the actual cost of the replacement for the one period, whichever is lower. The District will continue to pay 100% of medical benefits.

This agreement is for the remainder of the BTA President's term. Upon election of a new BTA President, both sides agree to meet and decide on a new agreement on release time which does not necessarily agree to two periods of release time.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

May 15, 2019

Memorandum of Understanding

Joint Health Benefits Committee

The Burbank Unified School District's Joint Benefits Committee is comprised of representatives from BTA, CSEA, and BASA. BTA, CSEA and BASA may each appoint up to three (3) members to the committee and guests may also be permitted to attend committee meetings. Meetings shall begin no later than the end of September, 2019.

The purpose of the Committee is to become educated on health care and the options for school districts and to serve as a collaborative body that will work to educate the employees of Burbank Unified School District. The Committee may meet with the District's insurance broker and the various insurance carriers to evaluate coverage options and make policy recommendations to the Board of Education and the three employee associations. The Committee's recommendations will be based upon providing employees with a quality Health and Welfare Benefits package at a competitive price.

Committee members will participate in joint labor-management training on best practices for committee governance, health benefits purchasing and utilization.

FOR THE ASSOCIATION:

Date: 5/15/19

FOR THE DISTRICT:

Date: 5/15/19

Burbank Teachers Association

and

Burbank Unified School District

Memorandum of Understanding

Early Release Schedule for John Burroughs High School 2019-2020

The Burbank Unified School District and the Burbank Teachers Association (BTA) agree to continue the early release program established as a pilot during the 2011-2012 school year. Article 9 (Hours of Employment) has been modified to allow the increase of professional development days, also known as *Early Release Schedule.*

Article 9.3.4.1 will be modified to state "an alternative schedule may be utilized for up to twenty-eight (28) days during the year" which will only be applicable to JBHS.

JBHS may utilize 28 Early Release Days to provide systematic professional development for the faculty and staff during the 2019-2020 school year. In order to provide this number of early releases, JBHS will conduct the zero period instructional minutes as a portion of its total instructional time. In order to meet this requirement of including the zero period instructional minutes in the total calculation for the instructional day, enrollment for the Zero period must be at least 33% of the school's enrollment. In addition, all course offerings must be accessible to all students.

This program will be closely monitored by the Principal of JBHS to ensure that enrollment shall not drop below the 33% threshold during the Fall semester and Spring semester. Prior to October 8th, 2019, the program will be evaluated to determine that the Fall Semester enrollment in Zero period exceeds the 33% enrollment threshold. If the enrollment requirement or other instructional minutes required by the State or the auditors determine that the program does not meet instructional minutes required by the State or the auditors determine that the program does not meet State or auditor standards, then this MOU will be revoked and JBHS will revert back to the current BTA contract language. Should the program continue, then prior to January 6, 2020, the program will be evaluated a second time by the Principal of JBHS to determine that the Spring Semester enrollment in Zero period exceeds the 33% enrollment threshold. If the enrollment requirement or other instructional minutes required by the State auditors determine that the program does not meet the State or auditor standards, then this MOU will be revoked and the JBHS will cease to have additional professional development days for the remaining of the 2019-2020 school year.

At the conclusion of the 2019-2020 school year, the District will evaluate the program and determine the needs of the JBHS and the Burbank Unified School District as to the implementation for the

professional development schedule for the 2019-2020 school year. This MOU will be in effect for the 2019-2020 school year.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK UNIFIED SCHOOL DISTRICT

SALARY SCHEDULE FOR FULL-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*

Effective July 1, 2018

Salary Rating	Class I Bachelor's Degree	Class II Bachelor's Degree +15	Class III Bachelor's Degree +30	Class IV Bachelor's Degree +45	Class V Bachelor's Degree +60	Class VI Bachelor's Degree +75
1	52,177	52,180	53,811	54,340	56,296	58,483
2	52,180	52,182	53,812	55,608	58,336	60,519
3	52,182	52,183	54,873	57,576	60,322	62,509
4	52,183	53,070	56,868	59,595	62,361	64,550
5	52,184	54,958	58,825	61,565	64,353	66,539
6	**52,185**	**56,917**	60,819	63,586	66,388	68,576
7	**52,186**	**58,790**	62,773	65,553	68,382	70,566
8	**52,187**	**60,729**	64,771	67,574	70,418	72,604
9	**53,639**	**62,617**	66,721	69,543	72,408	75,313
10		**64,559**	68,722	71,563	76,590	77,374
11		**66,451**	**70,672**	73,531	78,639	79,376
12			**72,670**	75,551	80,736	81,437
13			**74,621**	77,525	82,783	83,447
14			**76,623**	79,540	84,881	85,503
15				81,512	86,931	88,166
18**					89,023	91,027
21**					91,074	93,838
24**						97,841

Notes: **Employees hired on or after July 1, 2005 may not advance past the bold lines in Columns I, II and III. Employees hired before July 1, 2005 shall be grandfathered.**

The earned Master's Degree or earned Doctorate Degree is recognized at any point on the schedule with $1,345 added to the base salary. Only one earned Master's Degree and only one earned Doctorate Degree will be recognized for this additional remuneration. The maximum amount for any employee for the Master's Degree and Doctorate is $2,689.

A Bilingual Certificate of Competence, Bilingual-Cross Cultural Credential, other state approved bilingual certificate or credential, or evidence of mastery of the American Sign Language Communication Proficiency Interview is recognized at any point on the schedule with additional remuneration added to the base salary. This additional remuneration shall be $1,345 for an employee employed in an assignment that requires the use of primary language for supporting students, conferencing with parents, and preparing progress reports.

A Learning Handicapped, Severely Handicapped, Deaf and Hard of Hearing, Resource Specialist, Speech/Language Therapist, Adaptive Physical Education, Mild-to-Moderate, Moderate-to-Severe, or other state approved special education certificate or credential is recognized at any point on the schedule with $1,345 added to the base salary provided such employee is employed in a special education assignment.

**** Beginning with the conclusion of the 2017-2018 school year, and at the completion of each full year of employment, all 1.0 Speech/Language Pathologists (SLPs) will receive a retention bonus of $10,302. Part-time SLPs will receive a pro-rated amount based on their FTE. The retention bonus will replace the previously agreed to SLP one-time hiring incentive bonus.

* Includes Teachers, Nurses, Librarians and Counselors who are fully credentialed. (For implementation, see Rules and Regulations.)

** Anniversary Step

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT A-1

SALARY SCHEDULE FOR FULL-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*

Effective July 1, 2018

For the purpose of rating in Speech/Language Pathologists (SLPs):

Fully licensed Speech-Language Pathologists (credentialed or credential-pending***) will receive credit for all years of prior verified professional SLP experience working with children in a school, hospital or clinic licensed private practice setting shall be granted at the time of initial placement. If a current fully credentialed SLP was credited five years or less at the time he or she was hired, but had more, he or she shall be granted all additional years of service credit, effective January 1, 2016. Additional prior service credit shall not be owed retroactively.

For fully credentialed SLPs, additional prior service credit shall not be owed retroactively, but if a current fully credentialed SLP was only credited five years at the time he or she was hired, but had more, he or she shall be granted all additional years of service credit effective January 1, 2016.

*** Applicant must have begun the process for credentialing at the time he or she begins work. A waiver shall be issued/obtained by the district so that the SLP may begin work at the beginning of the school year.

**** Effective July 1, 2017

BURBANK UNIFIED SCHOOL DISTRICT

Exhibit A-1-NC

SALARY SCHEDULE FOR NON-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*
Effective July 1, 2018

Salary Rating	Class I Bachelor's Degree	Class II Bachelor's Degree +15	Class III Bachelor's Degree +30	Class IV Bachelor's Degree +45	Class V Bachelor's Degree +60	Class VI Bachelor's Degree +75
1	46,831	46,831	48,893	50,951	53,015	55,076
2	46,831	48,753	50,814	52,875	54,938	56,993
3	46,831	50,625	52,687	54,747	56,805	58,865
4	46,831	52,547	54,606	56,668	58,727	60,787
5	46,831	54,419	56,483	58,541	60,604	62,661
6	**46,831**	**56,360**	58,399	60,462	62,521	64,580
7	**48,893**	**58,214**	60,275	62,334	64,397	66,454
8	**50,951**	**60,133**	62,192	64,254	66,314	68,374
9	**53,113**	**62,003**	64,066	66,125	68,189	70,249
10		**63,923**	65,984	68,045	70,104	72,169
11		**65,800**	**67,857**	69,919	71,978	74,041
12			**69,777**	71,841	73,899	75,963
13			**71,651**	73,715	75,775	77,836
14			**73,574**	75,633	77,695	79,752
15				77,508	79,569	82,236
18**				81,484	81,484	84,905
21**				83,362	83,362	87,528
24**						90,151

Notes: Employees hired on or after July 1, 2005 may not advance past the bold lines in Columns I, II and III.

For additional remuneration for which an employee may qualify, refer to Exhibit A-1: Salary Schedule for Certificated Bargaining Unit Members.

* Includes Teachers, Nurses, Librarians and Counselors who are not fully certificated (e.g. who have an emergency permit, intern permit, or waiver). For implementation, see Rules and Regulations.

** Anniversary Step

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT B-1

CHILDREN'S CENTER TEACHERS MONTHLY SALARY SCHEDULE
Effective July 1, 2018

Salary Rating	Class I 20 or fewer Units	Class II 30-59 Units*	Class III 60-89 Units*	Class IV 90 or more Units*	Class V B.A. Degree or Higher*
1	2,643	2,709	2,774	2,913	3,054
2	2,774	2,843	2,913	3,054	3,211
3	2,913	2,985	3,054	3,211	3,370
4	3,054	3,134	3,211	3,370	3,540
5	3,211	3,294	3,370	3,540	3,712
6	3,370	3,457	3,540	3,712	3,900
7	3,540	3,628	3,712	3,900	4,098
8					4,300

* at least 24 of the units must be in Child Development

Anniversary Increment- Monthly certificated Children's Center teachers who have earned 12 years of creditable service by the first day of the fiscal year will receive an anniversary increment of $179 per creditable month. Monthly certificated Children's Center teachers who have earned 16 years of creditable service by the first day of the fiscal year will receive an additional anniversary increment of $179 per creditable month. Monthly certificated Children's Center teachers who have earned earned 20 years of creditable service by the first day of the fiscal year will receive an additional anniversary increment of $179 per creditable month. This amount will be prorated for a part-time teacher.

Overtime- When the Director requires a Children's Center teacher to work in excess of eight (8) hours per day of in excess of forty (40) hours per week, that teacher shall receive compensation at one and one-half times the hourly equivalent of that teacher's regular salary rate. Children's Center teachers whose regular assignments are less than forty (40) hours per week shall be paid at the hourly equivalent of their regular rate of pay if the Director requires them to work beyond their regularly scheduled hours, up to eight hours per day or forty hours per week, including attendance at Open House.

Split Shift- Regularly assigned Children's Center teachers who are assigned a split shift shall be paid a $82 differential per calendar month for such assignment. Split shift is defined as a work period divided into two parts that are separated by an interval for 30 minutes or longer.

EXHIBIT B-2

BURBANK UNIFIED SCHOOL DISTRICT

RULES AND REGULATIONS PERTAINING TO THE SALARY SCHEDULE FOR CERTIFICATED CHILDREN'S CENTERS PERSONNEL IN THE BARGAINING UNIT

Effective July 1, 2018

1. Three years of outside experience is the maximum amount of credit recognized for previous teaching. This is to be pre-Kindergarten teaching or public school teaching experience from Kindergarten through Grade 6, providing the employee held a valid Children's Center permit or teaching credential at the time the teaching was done.

   For the purposes of rating-in only, one year of Children's Center teaching experience shall be granted for every two years of experience as an instructional aide when that experience has been in one of the District's Children's Center programs. If a Children's Center instructional aide is hired as a Children's Center teacher and the employee previously served in a Children's Center II position for 75% or more of a year, year-for-year credit shall be granted for experience earned as a Children's Center II aide.

   A Burbank Unified School District Children's Center instructional aide hired as a Children's Center teacher shall be placed on the salary step that is equal to, or next in amount above, the compensation the employee received as a Children's Center I instructional aide with placement restricted, however, to the Class applicable to the number of units earned.

2. A certificated employee in Class I, II, III, or IV shall qualify for an annual increment (step advancement) at the beginning of the year, July 1, provided that during the preceding year he or she has rendered service to the Children's Centers for 75% of the days that the centers were in session.

   A certificated employee in Class V shall qualify for an annual increment at the beginning of the year, July 1, provided he or she rendered service to the Children's Centers for 75% of the days that the centers were in session.

   A certificated employee commencing employment at the Children's Centers at the start of the second half of the school year, January 1, shall qualify for an annual increment (step advancement) at the next January 1, provided that during the preceding year he has met the requirements described above.

3. Evaluation of requests for units and for all transcripts affecting salaries are made as follows:

   * To qualify for advancement on the salary schedule for the first half of the fiscal year, verification of the completion of work must be received and filed in Personnel Services on or before July 1.

   * To qualify for advancement on the salary schedule for the second half of the fiscal year, verification of the completion of work must be received and filed in Personnel Services on or before January 2.

* Verification of work completed may be initially by grade card or written and signed statement of the instructor, provided, however, that an official transcript is submitted as soon thereafter as possible.

Progress on the salary schedule is made by submitting semester units. A quarter unit is counted as two-thirds of a semester unit.

Any fraction of units over one-half will be recognized as a whole unit when needed for a change of class at any point in the salary schedule. Acknowledgement of the submission of transcripts and other documents indicating the completion of college or university work will be provided in writing at the time these documents are submitted by the employee to the Department of Personnel Services.

4. Progress on the salary schedule is limited to not more than one class per year.

BURBANK UNIFIED SCHOOL DISTRICT
COACHING SERVICES SALARY SCHEDULE
Effective July 1, 2018

EXHIBIT C

The Board of Education will annually plan to include in the High School Interscholastic Program positions chosen from this list according to District Policy and budgetary allowances. All positions listed below are not necessarily funded. Amounts listed below are annual stipends.

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 10	STEP 15	STEP 20
Athletic Coordinator (1)	7,508	7,672	7,842	8,009	8,177	8,345	8,681	9,015	9,350
*Varsity Football (2)	4,185	4,354	4,519	4,688	4,858	5,025	5,364	5,695	6,034
*Assistant Varsity Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
*Junior Varsity Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
*Frosh Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
Varsity (other sports)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
Junior Varsity (other sports)	3,396	3,565	3,730	3,900	4,066	4,235	4,570	4,904	5,242
Spoh, Frosh, Soph/Frosh (other sports)	3,396	3,565	3,730	3,900	4,066	4,235	4,570	4,904	5,242

**Note: Total payment for football coaches includes reimburstment for services rendered before the opening of school.

Payment schedule for other specific sports:

Cross Country (2)	Track (4)
Water Polo (2)	Golf (Fall) (2)
Tennis (Fall) (2)	Golf (Spring) (4)
Volleyball (Fall) (2)	Tennis (Spring) (4)
Water Polo (Winter) (2)	Baseball (4)
Basketball (3)	Swimming (4)
Soccer (3)	Volleyball (Spring) (4)
Softball (4)	

(1) Will be paid in 11 equal payments from August through June.
(2) Will be paid in 3 equal payments in August, September and October.
(3) Will be paid in 3 equal payments in November, December and January.
(4) Will be paid in 3 equal payments in February, March and April.
(5) A stipend of $191 will be paid to the Varsity Coach for each CIF playoff game in which his/her team participates, and a stipend of $106 will be paid to each Assistant Coach for each CIF playoff game in which his/her team participates.

BURBANK UNIFIED SCHOOL DISTRICT

ADULT SCHOOL CERTIFICATED HOURLY SALARY SCHEDULE

Effective July 1, 2018

Step	**Column I** Non-Academic Standard Designated Subjects Credential	**Column II** Bachelor's Degree + 30 semester units or Academic Standard Designated Subjects Credential	**Column III** Bachelor's Degree + 60 semester units or Master's Degree + 45 semester units or Academic Standard Designated Subjects Credential + 26 semester Units
1	$35.08	$36.65	$38.16
2	$36.49	$38.16	$39.83
3	$38.02	$39.63	$41.37
4	$39.50	$41.27	$43.02
5	$41.08	$42.88	$44.79
6	$42.74	$44.60	$46.56
10*			$48.45

Progress on the salary schedule is made by submitting semester units.

* Anniversary Step

EXHIBIT D-2

BURBANK UNIFIED SCHOOL DISTRICT

RULES AND REGULATIONS FOR IMPLEMENTATION OF ADULT SCHOOL CERTIFICATED HOURLY SALARY SCHEDULE

July 1, 2018

1. Employees whose effective date of employment is on or after July 1, 1992 shall be granted a maximum amount of previous teaching credit, or credit for outside experience related to the assignment, of two (2) years.

2. Adult school teachers who have taught 54 hours or more during the preceding school year will advance one step on the schedule.

3. Employees who have served in the Burbank Adult School and who have resigned or been laid off and then are reemployed, shall have their salary schedule placement reflect service for which they had been previously credited.

EXHIBIT D-3

BURBANK UNIFIED SCHOOL DISTRICT

ADULT SCHOOL RESOURCES TEACHER AND EVENING PROGRAM COORDINATOR SALARY SCHEDULE

Effective July 1, 2018

Step	Annual Rate
1	$57,181
2	$59,469
3	$61,844
4	$64,320
5	$66,890
6	$69,566

EXHIBIT E

BURBANK UNIFIED SCHOOL DISTRICT

VOCATIONAL EDUCATION AND CAREER TECHNICAL EDUCATION
HOURLY SALARY SCHEDULE

Effective July 1, 2018

STEP	HOURLY RATE
1	$38.20
2	$39.73
3	$41.33
4	$43.02
5	$44.72

IMPLEMENTATION

1 Movement from step to step will be on the basis of two semesters service for one step movement.

2 Teachers will be rated in on this schedule up to an including the third step. Creditable service shall be either of the following or a combination thereof:

a. Teaching in a vocationally funded program requiring a vocational credential, on a year for year basis, as defined in paragraph 1 of Exhibit A-2.

b. Employment within the last five years in vocational positions directly related to the course to be taught. Credit shall be on a year for year basis.

3 Burbank Adult School experience in the same subject area will be rated in on a year for year basis up to step five.

4 Permanent employees will be considered for any C.T.E. assignments before other candidates are considered.

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT F

MISCELLANEOUS SALARY RATES
Effective July 1, 2018

Summer School Teacher	45.52 per hour
Summer School Teacher-Severely Handicapped	57.03 per hour
Extended Summer School/Teacher Intersession Teacher	45.52 per hour
Summer School Teacher-Adult Education	40.08 per hour
Saturday Program Teacher	144.66 per day
Home Teacher	36.09 per hour
Day-to-Day Substitute*	175.78 per day
Day-to-Day Substitute (Spec Ed)*	184.57 per day
Curriculum Writing (K-12)	33.77 per hour
Other Hourly (K-12)	33.77 per hour
Curriculum Writing (Adult Education)	22.98 per hour
Other Hourly (Adult Education)	22.98 per hour
Intervention Teaching	45.52 per hour
Secondary Class Coverage	46.59 per class period
Elementary Class Coverage	46.59 per hour

When a unit member has covered another unit member's elementary class or students from another unit member's elementary class or students from another elementary class at the direction of an administrator compensation will be paid each time as shown above. When an elementary class must be divided into more than one class, students shall be divided equally, as much as possible, by the number of classes. Compensation will be based on Exhibit F; the hourly rate will be divided by the number of classrooms in which the students are placed.

Department Chairperson-High School	1477 per semester
Department Chairperson-Middle School	1477 per semester
Completion of CTE Credential	1592 one-time stipend
Professional Mentors	1911 per year for one mentee, 3,783 per year for two mentees
Induction Mentors	1911 per year for one mentee, 3,783 per year for two mentees
Lead Speech and Language Pathologist	7031 per year
Miscellaneous Unit Rate	1309 per unit (may be applied as a percentage)

Regular Hourly Assignments (other than those specified elsewhere in this Agreement)
Compensation of 16.7% of the unit member's daily rate based upon Exhibit A will be paid for each hour of professional assignment.

* pertains to bargaining unit members only

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT G

EXTRA COMPENSATION FOR CO/EXTRA-CURRICULAR ACTIVITIES

Effective July 1, 2018

The school site shall annually plan to include positions chosen from this list according to District Policy, budgetary allowances, and site leadership decisions. The positions listed below are not necessarily funded.

High School Level Only

		November	February	April	June
Category A					
	Academic Decathlon	2038	2038		
	Instrumental Music	1214	1214	1214	1214
	Vocal Music	1214	1214	1214	1214
	ASB Advisor*	1214	1214	1214	1214
	Drama	1018	1018	1018	1018
Category B					
	Drill Teams	919	919	919	919
	Spirit Squad	919	919	919	919
	Newspaper	919	919	919	919
	Yearbook	919	919	919	919
	Forensics	919	919	919	919
	Dance	919	919	919	919
Category C					
	Culinary Arts - with Catering	442	442	442	442
	ASB Advisor (Monterey)	442	442	442	442
	CSF Sponsor	442	442	442	442
	Mock Trial	442	442		

Middle School Level Only

	November	February	April	June
ASB Advisor	584	584	584	584
Newspaper	442	442	442	442
Yearbook	442	442	442	442
Drama	489	489	489	489
Vocal Music	584	584	584	584
Instrumental Music	584	584	584	584
Spirit Squad	442	442	442	442
CJSF Sponsor	364	364	364	364
Culinary Arts - with Catering	442	442	442	442

Elementary School Level Only

	November	February	April	June
Chorus	292	292	292	292

All Levels (Site funded)

	November	February	April	June
Club Advisor*	339**	339**	339**	339**

*Or portion thereof

EXHIBIT H

BURBANK UNIFIED SCHOOL DISTRICT

CERTIFICATED PAY SCHEDULE FOR HOURLY OR SPECIAL ASSIGNMENTS

Effective July 1, 2018

School Playgrounds	Hourly Rate
After-school Playground Leader	
Middle School-Credential required	$17.91
High School- Credential required	$17.91
Summer Recreation	
Walk-on Coach I - Credential required	minimum wage
Walk-on Coach II - Credential required	$17.91

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 Services
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of the 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Background:
The Burbank Teachers Association and the District have tentatively agreed to a 2018-2019 Amendment to the Agreement. The Association and the District have agreed to the attached signed Articles. BTA has informed the District that the Association ratified this Tentative Agreement.

Discussion/Issues:
Sarah Niemann, Assistant Superintendent, Human Resources Services, will discuss the Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association. In accordance with the AB 1200, the District has submitted a budget forecast to the Los Angeles County Office of Education to demonstrate that the negotiated Amendment to the Agreement does not negatively impact the District's financial condition.

The public will have an opportunity for input at a Public Hearing held prior to the Board of Education ratification vote. Pursuant to the public disclosure requirements of Government Code section 3547.5, the following is a summary of the signed Tentative Agreements and changes recommended to the previous Agreement and, where applicable, their additional costs to the District.

Article 7: Wages
Effective retroactive to July 1, 2018, all bargaining unit member salary schedules will increase by 1%.

Article 9: Hours of Employment
Language was modified to address the option of additional planning days in lieu of meetings. Additionally, language was added to cap meetings at 90 minutes in length and end no later than 4:30 p.m. unless there is mutual agreement to continue the meeting.

Article 34: Conclusiveness of Agreement
Language was modified to state that the District will communicate its desire to change policies and/or administrative rules and regulations within "instructional" days instead of "calendar" days.

Article 35: Term of Agreement
Language regarding reopeners was modified to establish new timelines and process pertaining to reopeners.

Memorandums of Understanding

- Department Chairs at Adult School
  - The parties agreed to continue the pilot program at the Burbank Adult School which allows for four department chairs for the 2019-2020 school year in accordance with Article 30.

- Voluntary Middle School Zero Period
  - The parties agreed to continue a flexible schedule for eighth grade students in order to incorporate elective classes as a zero period in the rotating schedules.

- BTA President Release Time for the 2019 - 2020 School Year
  - For the 2019 – 2020 school year, the parties agreed to release the BTA President for periods 5 and 6 to attend to BTA business and issues. In addition, BTA agreed to reimburse one period at 20% of step 10, column 3 or the actual cost of the replacement for the one period, whichever is lower. The District will to continue to pay 100% of medical benefits.

- Joint Health Benefits Committee
  - The parties agreed establish a Joint Benefits Committee composed of up to three bargaining unit members. The committee shall begin to meet no later than the end of September, 2019.

- Early Release Schedule for John Burroughs High School 2019-2020
  - The parties agreed to continue the early release program established as a pilot during the 2011-2012 school year. Article 9 has been modified to allow the increase of professional development days, also known as Early Release Schedule. The program will be continue to be closely monitored by the Principal at John Burroughs High School. The District will evaluate the program at the conclusion of the 2019-2020 school year.

Fiscal Impact:
The financial implications to this Agreement are stated on the AB 1200.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the negotiated 2018-2019 Negotiated Amendment to the Agreement between the Burbank Unified School District and the Burbank Teachers Association (BTA), in Accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5, as presented.

Los Angeles County Office of Education
Business Advisory Services

PUBLIC DISCLOSURE OF PROPOSED COLLECTIVE BARGAINING AGREEMENT
in accordance with AB 1200 (Chapter 1213/Statutes 1991), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5

Name of School District:	Burbank Unified School District
Name of Bargaining Unit:	Burbank Teachers Association
Certificated, Classified, Other:	Certificated

The proposed agreement covers the period beginning: July 1, 2018 (date) and ending: June 30, 2019 (date)

The Governing Board will act upon this agreement on: June 20, 2019 (date)

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Bargaining Unit Compensation All Funds - Combined		Fiscal Impact of Proposed Agreement (Complete Years 2 and 3 for multiyear and overlapping agreements only)		
	Annual Cost Prior to Proposed Settlement	Year 1 Increase/(Decrease) 2018-19	Year 2 Increase/(Decrease) 2019-20	Year 3 Increase/(Decrease) 2020-21
1. **Salary Schedule** Including Step and Column	$ 72,619,998	$ 726,200		
		1.00%	0.00%	0.00%
2. **Other Compensation** Stipends, Bonuses, Longevity, Overtime, Differential, Callback or Standby Pay, etc.				
Description of Other Compensation				
3. **Statutory Benefits** - STRS, PERS, FICA, WC, UI, Medicare, etc.	$ 15,199,985	$ 152,000		
		1.00%	0.00%	0.00%
4. **Health/Welfare Plans**				
5. **Total Bargaining Unit Compensation** Add Items 1 through 4 to equal 5	$ 87,819,983	$ 878,200	$ -	$ -
		1.00%	0.00%	0.00%
6. **Total Number of Bargaining Unit Employees** (Use FTEs if appropriate)	761.76			
7. **Total Compensation Average Cost per Bargaining Unit Employee**	$ 115,286	$ 1,153	$ -	$ -
		1.00%	0.00%	0.00%

8. What was the negotiated percentage change? For example, if the change in "Year 1" was for less than a full year, what is the annualized percentage of that change for "Year 1"?

The negotiated percentage change was 1% on schedule for 2018-2019 retro to July 1, 2018.

9. Were any additional steps, columns, or ranges added to the salary schedules? (If yes, please explain.)

No

10. Please include comments and explanations as necessary. (If more room is necessary, please attach an additional sheet.)

11. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes [X] No [ ]
    If yes, please describe the cap amount.

Yes. $12,000 annually

B. Proposed negotiated changes in noncompensation items (i.e., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

Attached you will find the side letter, articles and memoradum of understandings that were agreed upon for 2018-2019.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

An MOU for voluntary Middle School Zero Period assignment was established. This MOU brings agreement to a flexible schedule in order to incorporate elective classes as a zero period in rotating schedules and is limited to Eighth grade students.

D. What contingency language is included in the proposed agreement (e.g., reopeners, etc.)?

Article 35 is BTA's reopener article. See attached article for agreed upon language changes.

E. Identify other major provisions that do not directly affect the district's costs, such as binding arbitrations, grievance procedures, etc.

N/A

F. Source of Funding for Proposed Agreement:

1. Current Year

General fund, Adult Fund (11.0) and Child Development Fund (12.0)

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years?

General fund, Adult Fund (11.0) and Child Development Fund (12.0)

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Unrestricted General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 133,051,902		$ -	$ 133,051,902
Federal Revenue	8100-8299			$ -	$ -
Other State Revenue	8300-8599	$ 5,645,116		$ -	$ 5,645,116
Other Local Revenue	8600-8799	$ 554,591		$ -	$ 554,591
TOTAL REVENUES		$ 139,251,609		$ -	$ 139,251,609
EXPENDITURES					
Certificated Salaries	1000-1999	$ 63,667,167	$ 577,051		$ 64,244,218
Classified Salaries	2000-2999	$ 17,045,636			$ 17,045,636
Employee Benefits	3000-3999	$ 28,236,773	$ 122,366		$ 28,359,139
Books and Supplies	4000-4999	$ 1,494,730		$ -	$ 1,494,730
Services and Other Operating Expenditures	5000-5999	$ 8,927,003		$ -	$ 8,927,003
Capital Outlay	6000-6999	$ 237,905		$ -	$ 237,905
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,789,834		$ -	$ 1,789,834
Transfers of Indirect Costs	7300-7399	$ (1,362,134)		$ -	$ (1,362,134)
TOTAL EXPENDITURES		$ 120,036,914	$ 699,417	$ -	$ 120,736,331
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979		$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ -	$ -	$ 796,554
Contributions	8980-8999	$ (20,808,781)	$ (159,589)	$ -	$ (20,968,370)
OPERATING SURPLUS (DEFICIT)*		$ (2,390,640)	$ (859,006)	$ -	$ (3,249,646)
BEGINNING FUND BALANCE	9791	$ 10,918,843			$ 10,918,843
Audit Adjustments/Other Restatements	9793/9795				$ -
ENDING FUND BALANCE		$ 8,528,203	$ (859,006)	$ -	$ 7,669,197
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 100,060	$ -	$ -	$ 100,060
Restricted	9740				
Committed	9750-9760		$ -	$ -	$ -
Assigned	9780	$ 726,863	$ -	$ -	$ 726,863
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ -	$ -	$ 5,044,381
Unassigned/Unappropriated Amount	9790	$ 2,656,899	$ (859,006)	$ -	$ 1,797,893

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Restricted General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ 6,328,343		$ -	$ 6,328,343
Other State Revenue	8300-8599	$ 12,345,215		$ -	$ 12,345,215
Other Local Revenue	8600-8799	$ 5,394,751		$ -	$ 5,394,751
TOTAL REVENUES		$ 24,068,309		$ -	$ 24,068,309
EXPENDITURES					
Certificated Salaries	1000-1999	$ 12,017,866	$ 118,074	$ -	$ 12,135,940
Classified Salaries	2000-2999	$ 10,176,936	$ -	$ -	$ 10,176,936
Employee Benefits	3000-3999	$ 8,093,622	$ 23,231	$ -	$ 8,116,853
Books and Supplies	4000-4999	$ 6,214,282		$ -	$ 6,214,282
Services and Other Operating Expenditures	5000-5999	$ 8,183,557		$ -	$ 8,183,557
Capital Outlay	6000-6999	$ 1,047,447		$ -	$ 1,047,447
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,067,387		$ -	$ 1,067,387
Transfers of Indirect Costs	7300-7399	$ 511,483		$ -	$ 511,483
TOTAL EXPENDITURES		$ 47,312,580	$ 141,305	$ -	$ 47,453,885
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
Contributions	8980-8999	$ 20,808,781	$ 141,305	$ -	$ 20,950,086
OPERATING SURPLUS (DEFICIT)*		$ (2,435,490)	$ -	$ -	$ (2,435,490)
BEGINNING FUND BALANCE	9791	$ 3,419,549			$ 3,419,549
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 984,059	$ -	$ -	$ 984,059
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ 984,059	$ -	$ -	$ 984,059
Committed	9750-9760				
Assigned Amounts	9780				
Reserve for Economic Uncertainties	9789		$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Combined General Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ 133,051,902		$ -	$ 133,051,902
Federal Revenue	8100-8299	$ 6,328,343		$ -	$ 6,328,343
Other State Revenue	8300-8599	$ 17,990,331		$ -	$ 17,990,331
Other Local Revenue	8600-8799	$ 5,949,342		$ -	$ 5,949,342
TOTAL REVENUES		$ 163,319,918		$ -	$ 163,319,918
EXPENDITURES					
Certificated Salaries	1000-1999	$ 75,685,033	$ 695,125	$ -	$ 76,380,158
Classified Salaries	2000-2999	$ 27,222,572	$ -	$ -	$ 27,222,572
Employee Benefits	3000-3999	$ 36,330,395	$ 145,597	$ -	$ 36,475,992
Books and Supplies	4000-4999	$ 7,709,012		$ -	$ 7,709,012
Services and Other Operating Expenditures	5000-5999	$ 17,110,560		$ -	$ 17,110,560
Capital Outlay	6000-6999	$ 1,285,352		$ -	$ 1,285,352
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 2,857,221		$ -	$ 2,857,221
Transfers of Indirect Costs	7300-7399	$ (850,651)		$ -	$ (850,651)
TOTAL EXPENDITURES		$ 167,349,494	$ 840,722	$ -	$ 168,190,216
OTHER FINANCING SOURCES/USES					
Transfer In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ -	$ -	$ 796,554
Contributions	8980-8999	$ -	$ (18,284)	$ -	$ (18,284)
OPERATING SURPLUS (DEFICIT)*		$ (4,826,130)	$ (859,006)	$ -	$ (5,685,136)
BEGINNING FUND BALANCE	9791	$ 14,338,392			$ 14,338,392
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 9,512,262	$ (859,006)	$ -	$ 8,653,256
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ 100,060	$ -	$ -	$ 100,060
Restricted	9740	$ 984,059	$ -	$ -	$ 984,059
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ 726,863	$ -	$ -	$ 726,863
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ -	$ -	$ 5,044,381
Unassigned/Unappropriated Amount	9790	$ 2,656,899	$ (859,006)	$ -	$ 1,797,893

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 11 - Adult Education Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 263,286		$ -	$ 263,286
Other State Revenue	8300-8599	$ 2,701,321		$ -	$ 2,701,321
Other Local Revenue	8600-8799	$ 319,716		$ -	$ 319,716
TOTAL REVENUES		$ 3,284,323		$ -	$ 3,284,323
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,809,675	$ 16,357	$ -	$ 1,826,032
Classified Salaries	2000-2999	$ 831,580	$ -	$ -	$ 831,580
Employee Benefits	3000-3999	$ 812,166	$ 2,837	$ -	$ 815,003
Books and Supplies	4000-4999	$ 157,835		$ -	$ 157,835
Services and Other Operating Expenditures	5000-5999	$ 260,119		$ -	$ 260,119
Capital Outlay	6000-6999	$ 295,644		$ -	$ 295,644
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 195,166		$ -	$ 195,166
TOTAL EXPENDITURES		$ 4,362,185	$ 19,194	$ -	$ 4,381,379
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 259,532	$ -	$ -	$ 259,532
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ (818,330)	$ (19,194)	$ -	$ (837,524)
BEGINNING FUND BALANCE	9791	$ 4,707,864			$ 4,707,864
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ 3,889,534	$ (19,194)	$ -	$ 3,870,340
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719		$ -	$ -	$ -
Restricted	9740	$ 3,870,340	$ -	$ -	$ 3,870,340
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ 19,194	$ (19,194)	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 12 - Child Development Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ 238,957		$ -	$ 238,957
Other State Revenue	8300-8599	$ 593,622		$ -	$ 593,622
Other Local Revenue	8600-8799	$ 4,678,058		$ -	$ 4,678,058
TOTAL REVENUES		$ 5,510,637		$ -	$ 5,510,637
EXPENDITURES					
Certificated Salaries	1000-1999	$ 1,693,970	$ 14,718	$ -	$ 1,708,688
Classified Salaries	2000-2999	$ 2,007,573	$ -	$ -	$ 2,007,573
Employee Benefits	3000-3999	$ 1,506,598	$ 3,567	$ -	$ 1,510,165
Books and Supplies	4000-4999	$ 256,311		$ -	$ 256,311
Services and Other Operating Expenditures	5000-5999	$ 399,273		$ -	$ 399,273
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ 443,466		$ -	$ 443,466
TOTAL EXPENDITURES		$ 6,307,191	$ 18,285	$ -	$ 6,325,476
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ 796,554	$ 18,285	$ -	$ 814,839
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Fund 13/61 - Cafeteria Fund

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
LCFF Revenue	8010-8099	$ -		$ -	$ -
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenues	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

G. IMPACT OF PROPOSED AGREEMENT ON CURRENT YEAR OPERATING BUDGET

Enter Fund: _____

Bargaining Unit: Burbank Teachers Association

	Object Code	Column 1 Latest Board-Approved Budget Before Settlement (As of 3/14/19)	Column 2 Adjustments as a Result of Settlement (compensation)	Column 3 Other Revisions (agreement support and/or other unit agreement) Explain on Page 4i	Column 4 Total Revised Budget (Columns 1+2+3)
REVENUES					
Federal Revenue	8100-8299	$ -		$ -	$ -
Other State Revenue	8300-8599	$ -		$ -	$ -
Other Local Revenue	8600-8799	$ -		$ -	$ -
TOTAL REVENUES		$ -		$ -	$ -
EXPENDITURES					
Certificated Salaries	1000-1999	$ -	$ -	$ -	$ -
Classified Salaries	2000-2999	$ -	$ -	$ -	$ -
Employee Benefits	3000-3999	$ -	$ -	$ -	$ -
Books and Supplies	4000-4999	$ -		$ -	$ -
Services and Other Operating Expenditures	5000-5999	$ -		$ -	$ -
Capital Outlay	6000-6999	$ -		$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ -		$ -	$ -
Transfers of Indirect Costs	7300-7399	$ -		$ -	$ -
TOTAL EXPENDITURES		$ -	$ -	$ -	$ -
OTHER FINANCING SOURCES/USES					
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -	$ -
OPERATING SURPLUS (DEFICIT)*		$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	9791	$ -			$ -
Audit Adjustments/Other Restatements	9793/9795	$ -			$ -
ENDING FUND BALANCE		$ -	$ -	$ -	$ -
COMPONENTS OF ENDING FUND BALANCE:					
Nonspendable	9711-9719	$ -	$ -	$ -	$ -
Restricted	9740	$ -	$ -	$ -	$ -
Committed	9750-9760	$ -	$ -	$ -	$ -
Assigned	9780	$ -	$ -	$ -	$ -
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts in Columns 1 and 4 must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Page 4i

Burbank Unified School District
Burbank Teachers Association

Explanations for Column 3 "Other Revisions" entered on Pages 4a through 4h:

Page 4a: Unrestricted General Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4b: Restricted General Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4d: Fund 11 - Adult Education Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4e: Fund 12 - Child Development Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4f: Fund 13/61 - Cafeteria Fund	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4g: Other	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Page 4h: Other	Amount	Explanation
Revenues	$ -	
Expenditures	$ -	
Other Financing Sources/Uses	$ -	

Additional Comments:

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Unrestricted General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 133,051,902	$ 138,312,160	$ 142,154,381
Federal Revenue	8100-8299	$ -	$ -	$ -
Other State Revenue	8300-8599	$ 5,645,116	$ 3,038,570	$ 3,038,570
Other Local Revenue	8600-8799	$ 554,591	$ 290,902	$ 290,902
TOTAL REVENUES		$ 139,251,609	$ 141,641,632	$ 145,483,853
EXPENDITURES				
Certificated Salaries	1000-1999	$ 64,244,218	$ 63,687,430	$ 64,538,045
Classified Salaries	2000-2999	$ 17,045,636	$ 16,590,678	$ 16,833,265
Employee Benefits	3000-3999	$ 28,359,139	$ 28,659,499	$ 30,369,990
Books and Supplies	4000-4999	$ 1,494,730	$ 531,283	$ 548,443
Services and Other Operating Expenditures	5000-5999	$ 8,927,003	$ 8,875,084	$ 9,316,595
Capital Outlay	6000-6999	$ 237,905	$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,789,834	$ 1,228,575	$ 1,273,101
Transfers of Indirect Costs	7300-7399	$ (1,362,134)	$ (1,274,165)	$ (1,420,147)
Other Adjustments				$ -
TOTAL EXPENDITURES		$ 120,736,331	$ 118,298,384	$ 121,459,292
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ 391,447	$ 381,844
Contributions	8980-8999	$ (20,968,370)	$ (22,374,441)	$ (22,968,024)
OPERATING SURPLUS (DEFICIT)*		$ (3,249,646)	$ 577,360	$ 674,693
BEGINNING FUND BALANCE	9791	$ 10,918,843	$ 7,669,197	$ 8,246,557
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 7,669,197	$ 8,246,557	$ 8,921,250
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 100,060	$ 100,060	$ 100,060
Restricted	9740			
Committed	9750-9760	$ -	$ 122,438	$ 327,271
Assigned	9780	$ 726,863	$ 249,223	$ 249,223
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ 7,774,836	$ 8,244,696
Unassigned/Unappropriated Amount	9790	$ 1,797,893	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Restricted General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ -	$ -	$ -
Federal Revenue	8100-8299	$ 6,328,343	$ 6,328,343	$ 6,328,343
Other State Revenue	8300-8599	$ 12,345,215	$ 12,345,215	$ 12,345,215
Other Local Revenue	8600-8799	$ 5,394,751	$ 5,394,751	$ 5,394,751
TOTAL REVENUES		$ 24,068,309	$ 24,068,309	$ 24,068,309
EXPENDITURES				
Certificated Salaries	1000-1999	$ 12,135,940	$ 12,518,512	$ 12,671,227
Classified Salaries	2000-2999	$ 10,176,936	$ 10,667,695	$ 10,923,316
Employee Benefits	3000-3999	$ 8,116,853	$ 8,873,642	$ 9,422,878
Books and Supplies	4000-4999	$ 6,214,282	$ 3,824,811	$ 2,787,694
Services and Other Operating Expenditures	5000-5999	$ 8,183,557	$ 8,055,981	$ 8,729,110
Capital Outlay	6000-6999	$ 1,047,447	$ -	$ -
Other Outgo (excluding Indirect Costs)	7100-7299 7400-7499	$ 1,067,387	$ 1,067,387	$ 1,067,387
Transfers of Indirect Costs	7300-7399	$ 511,483	$ 537,904	$ 537,904
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 47,453,885	$ 45,545,932	$ 46,139,516
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ -	$ -	$ -
Contributions	8980-8999	$ 20,950,086	$ 20,985,594	$ 21,579,177
OPERATING SURPLUS (DEFICIT)*		$ (2,435,490)	$ (492,029)	$ (492,030)
BEGINNING FUND BALANCE	9791	$ 3,419,549	$ 984,059	$ 492,030
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 984,059	$ 492,030	$ -
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ -	$ -	$ -
Restricted	9740	$ 984,059	$ 492,030	$ -
Committed	9750-9760			
Assigned	9780			
Reserve for Economic Uncertainties	9789	$ -	$ -	$ -
Unassigned/Unappropriated Amount	9790	$ -	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

H. IMPACT OF PROPOSED AGREEMENT ON SUBSEQUENT YEARS

Combined General Fund MYP

Bargaining Unit: Burbank Teachers Association

	Object Code	2018-19 Total Revised Budget After Settlement	2019-20 First Subsequent Year After Settlement	2020-21 Second Subsequent Year After Settlement
REVENUES				
LCFF Revenue	8010-8099	$ 133,051,902	$ 138,312,160	$ 142,154,381
Federal Revenue	8100-8299	$ 6,328,343	$ 6,328,343	$ 6,328,343
Other State Revenue	8300-8599	$ 17,990,331	$ 15,383,785	$ 15,383,785
Other Local Revenue	8600-8799	$ 5,949,342	$ 5,685,653	$ 5,685,653
TOTAL REVENUES		$ 163,319,918	$ 165,709,941	$ 169,552,162
EXPENDITURES				
Certificated Salaries	1000-1999	$ 76,380,158	$ 76,205,942	$ 77,209,272
Classified Salaries	2000-2999	$ 27,222,572	$ 27,258,373	$ 27,756,581
Employee Benefits	3000-3999	$ 36,475,992	$ 37,533,141	$ 39,792,868
Books and Supplies	4000-4999	$ 7,709,012	$ 4,356,094	$ 3,336,137
Services and Other Operating Expenditures	5000-5999	$ 17,110,560	$ 16,931,065	$ 18,045,705
Capital Outlay	6000-6999	$ 1,285,352	$ -	$ -
Other Outgo (excuding Indirect Costs)	7100-7299 7400-7499	$ 2,857,221	$ 2,295,962	$ 2,340,488
Transfers of Indirect Costs	7300-7399	$ (850,651)	$ (736,261)	$ (882,243)
Other Adjustments			$ -	$ -
TOTAL EXPENDITURES		$ 168,190,216	$ 163,844,316	$ 167,598,808
OTHER FINANCING SOURCES/USES				
Transfers In and Other Sources	8900-8979	$ -	$ -	$ -
Transfers Out and Other Uses	7600-7699	$ 796,554	$ 391,447	$ 381,844
Contributions	8980-8999	$ (18,284)	$ (1,388,847)	$ (1,388,847)
OPERATING SURPLUS (DEFICIT)*		$ (5,685,136)	$ 85,331	$ 182,663
BEGINNING FUND BALANCE	9791	$ 14,338,392	$ 8,653,256	$ 8,738,587
Audit Adjustments/Other Restatements	9793/9795	$ -		
ENDING FUND BALANCE		$ 8,653,256	$ 8,738,587	$ 8,921,250
COMPONENTS OF ENDING FUND BALANCE:				
Nonspendable	9711-9719	$ 100,060	$ 100,060	$ 100,060
Restricted	9740	$ 984,059	$ 492,030	$ -
Committed	9750-9760	$ -	$ 122,438	$ 327,271
Assigned	9780	$ 726,863	$ 249,223	$ 249,223
Reserve for Economic Uncertainties	9789	$ 5,044,381	$ 7,774,836	$ 8,244,696
Unassigned/Unappropriated Amount	9790	$ 1,797,893	$ -	$ -

*Net Increase (Decrease) in Fund Balance

NOTE: 9790 amounts must be positive

Public Disclosure of Proposed Collective Bargaining Agreement

Burbank Unified School District
Burbank Teachers Association

I. IMPACT OF PROPOSED AGREEMENT ON UNRESTRICTED RESERVES

1. State Reserve Standard

		2018-19	2019-20	2020-21
a.	Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$ 168,986,770	$ 164,235,763	$ 167,980,652
b.	Less: Special Education Pass-Through Funds	$ -	$ -	$ -
c.	Net Expenditures, Transfers Out, and Uses	$ 168,986,770	$ 164,235,763	$ 167,980,652
d.	State Standard Minimum Reserve Percentage for this District **Enter percentage** →	3.00%	3.00%	3.00%
e.	State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a, times Line b, or $50,000)	$ 5,069,603	$ 4,927,073	$ 5,039,420

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a.	General Fund Budgeted Unrestricted Designated for Economic Uncertainties (9789)	$ 5,044,381	$ 7,774,836	$ 8,244,696
b.	General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount (9790)	$ 1,797,893	$ -	$ -
c.	Special Reserve Fund (Fund 17) Budgeted Designated for Economic Uncertainties (9789)	$ -	$ -	$ -
d.	Special Reserve Fund (Fund 17) Budgeted Unassigned/Unappropriated Amount (9790)	$ -	$ -	$ -
e.	Total Available Reserves	$ 6,842,274	$ 7,774,836	$ 8,244,696
f.	Reserve for Economic Uncertainties Percentage	4.05%	4.73%	4.91%

3. Do unrestricted reserves meet the state minimum reserve amount?

2018-19	Yes	X	No	
2019-20	Yes	X	No	
2020-21	Yes	X	No	

4. If no, how do you plan to restore your reserves?

5. **Does the Total Compensation Increase/(Decrease) on Page 1, Section A, #5 agree with the Total Increase/(Decrease) for all funds as a result of the settlement(s)? Please explain any variance.**

Total Compensation Increase/(Decrease) on Page 1, Section A, #5	$	878,200
General Fund balance Increase/(Decrease), Page 4c, Column 2	$	(859,006)
Adult Education Fund balance Increase/(Decrease), Page 4d, Column 2	$	(19,194)
Child Development Fund balance Increase/(Decrease), Page 4e, Column 2	$	-
Cafeteria Fund balance Increase/(Decrease), Page 4f, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4g, Column 2	$	-
Other Fund balance Increase/(Decrease), Page 4h, Column 2	$	-
Total all fund balances Increase/(Decrease) as a result of the settlement(s)	$	(878,200)
Variance	$	-

Variance Explanation:

6. **Will this agreement create or increase deficit financing in the current or subsequent years?**
"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If a deficit is shown below, provide an explanation and any deficit reduction plan, as necessary.

General Fund Combined	Surplus/ (Deficit)	(Deficit) %	Deficit primarily due to:
Current FY Surplus/(Deficit) before settlement(s)?	$ (4,826,130)	(2.9%)	
Current FY Surplus/(Deficit) after settlement(s)?	$ (5,685,136)	(3.4%)	
1st Subsequent FY Surplus/(Deficit) after settlement(s)?	$ 85,331	0.1%	
2nd Subsequent FY Surplus/(Deficit) after settlement(s)?	$ 182,663	0.1%	

Deficit Reduction Plan (as necessary):
Continue to monitor and review Special Education costs, enrollment projections and STRS/PERS increases each year. Burbank Unified will continue to use ending fund balance to meet it's financial obligations.

7. **Were "Other Adjustments" amount(s) entered in the multiyear projections (pages 5a and 5b) for 1st and 2nd Subsequent FY?**

"Other Adjustments" could indicate that a budget reduction plan was/is being developed to address deficit spending, and to rebuild reserves. Any amount shown below must have an explanation. If additional space is needed, attach a separate sheet, or use page 9a.

MYP	Amount	"Other Adjustments" Explanation
1st Subsequent FY Unrestricted, Page 5a	$ -	
1st Subsequent FY Restricted, Page 5b	$ -	
2nd Subsequent FY Unrestricted, Page 5a	$ -	
2nd Subsequent FY Restricted, Page 5b	$ -	

K. CERTIFICATION NO. 1: CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

This certification page must be signed by the district's Superintendent and Chief Business Official at the time of public disclosure and is intended to assist the district's Governing Board in determining whether the district can meet the costs incurred under the tentative Collective Bargaining Agreement in the current and subsequent years. The absence of a certification signature or if "I am unable to certify" is checked should serve as a "red flag" to the district's Governing Board.

In accordance with the requirements of Government Code Sections 3540.2 and 3547.5, the Superintendent and Assistant Superintendent of Administrative Serivces of the Burbank Unified School District District, hereby certify that the District can meet the costs incurred under this Collective Bargaining Agreement during the term of the agreement from July 1, 2018 to June 30, 2019.

Board Actions

The board actions necessary to meet the cost of the agreement in each year of its term are as follows:

Current Year

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	$ 1
Expenditures/Other Financing Uses	$ 878,201
Ending Balance(s) Increase/(Decrease)	$ (878,200)

Subsequent Years

Budget Adjustment Categories:	Budget Adjustment Increase/(Decrease)
Revenues/Other Financing Sources	$ -
Expenditures/Other Financing Uses	$ -
Ending Balance(s) Increase/(Decrease)	$ -

Budget Revisions

If the district does not adopt and submit within 45 days all of the revisions to its budget needed in the current year to meet the costs of the agreement at the time of the approval of the proposed collective bargaining agreement, the county superintendent of schools is required to issue a qualified or negative certification for the district on its next interim report.

Assumptions

See attached page for a list of the assumptions upon which this certification is based.

Certifications

✓ I hereby certify ____ I am unable to certify

District Superintendent (Signature) — Date: 6/5/19

✓ I hereby certify ____ I am unable to certify

Chief Business Official (Signature) — Date: 6/5/19

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Burbank Teachers Association

J. COMPARISON OF PROPOSED CHANGE IN TOTAL COMPENSATION TO CHANGE IN LCFF FUNDING FOR THE NEGOTIATED PERIOD

The purpose of this form is to determine if the district has entered into bargaining agreements that would result in salary increases that are expected to exceed the projected increase in LCFF funding.

(fill out columns for which there is an agreement)

	Prior Year	2018-19	2019-20	2020-21
a. LCFF Funding per ADA	8,524.55	9,139.90		
b. Amount Change from Prior Year Funding per ADA		615.35	-	-
c. Percentage Change from Prior Year Funding per ADA		7.22%	0.00%	0.00%
d. Total Compensation Amount Change (from Page 1, Section A, Line 5)		878,200.00	-	-
e. Total Compensation Percentage Change (from Page 1, Section A, Line 5)		1.00%	0.00%	0.00%
f. Proposed agreement is within/exceeds change in LCFF Funding (f vs. e)		Within	-	-

Public Disclosure of Proposed Collective Bargaining Agreement

Burbank Unified School District
Burbank Teachers Association

Assumptions and Explanations (enter or attach documentation)

The assumptions upon which this certification is made are as follows:

Revenue Assumptions based upon 14,648 ADA for 18-19 and 14,674 ADA for 19-20 & 20-21
Lottery Funded at $151 unrestricted and restricted $53 per ADA
Federal and State funding including Special Education remain level
Assumptions based on Second Interim 2018-2019

Expense Assumptions:
Health and Welfare cap remain the same at $12,000 annually
CalSTRS rates as of March 2019 - 16.28 for 18-19, 17.1% for 19-20 and 18.10% for 20-21
CPI at 3.64% for 18-19, 3.38% for 19-20 and 3.19% for 20-21
Step and Column
2019-2020 reductions to remain fiscally solvent that were approved as of Second Interim

Concerns regarding affordability of agreement in subsequent years (if any):

L. CERTIFICATION NO. 2

The disclosure document must be signed by the district Superintendent at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

Burbank Unified School District
District Name



District Superintendent (Signature)

6/10/19
Date

Alyssa Low - Director of Fiscal Services
Contact Person

818-729-4450
Phone

After public disclosure of the major provisions contained in this summary, the Governing Board at its meeting on June 20, 2019 took action to approve the proposed agreement with the Burbank Teachers Association Bargaining Unit.

President (or Clerk), Governing Board (Signature)

Date

Special Note: The Los Angeles County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

May 15, 2019

ARTICLE 7: WAGES

7.1 Employees covered by this Agreement shall be paid salaries, wages, and pay rates as provided in the attached EXHIBITS A-1 through H as included in the APPENDICES of this Agreement, in accordance with the rules and regulations for the implementation of such salary schedules, wages, and pay rates as also set forth in said attached EXHIBITS A-1 through H.

7.2 Effective retroactive to July 1, 2017~~8~~, the following salary schedules shall receive a 1~~2~~.0% increase.

- A-1 Certificated Bargaining Unit
- A-1NC Non-credentialed Certificated Bargaining Unit
- A-1R Retired Certificated Bargaining Unit Members
- B-1 Children's Center Teachers Monthly
- C Coaching Services
- D-1 Adult Education Certificated Hourly Program Coordinator
- D-3 Adult Education Resource teacher and Evening Program Coordinator
- E Regional Occupational Program Hourly
- F Miscellaneous Hourly Rate
- G Extra Compensation for Co/Extracurricular Activities
- H Certificated Pay Schedule for Hourly or Special Assignment

7.3 For unit members employed on or after July 1, 2005, Columns I and II of Schedules A-1 and A-1-NC are truncated at step 5, and Column III is truncated at step 10. Advancement below the truncation is available only to unit members hired before July 1, 2005.

7.4 Notwithstanding any law to the contrary, retroactive checks shall be issued to unit members no later than sixty (60) days of ratification of this agreement.

7.5 Effective July 1, 2019, ~~the pay period after ratification of this agreement,~~ counselors shall be on the same pay schedule as the rest of the bargaining unit. This transition shall not result in a loss of pay and shall not impact STRS retirement credit.

FOR THE ASSOCIATION:

Date: 5/15/19

FOR THE DISTRICT:

Date: 5/15/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

9.3.3.1 Subject to approval by the District and the Association, all three middle schools shall be dismissed each Tuesday at 2:15 p.m. for staff collaboration and articulation. Teachers shall have a minimum of three (3) Tuesdays per semester designated as independent planning days on which there shall be no District or site meetings at which attendance by middle school teachers is required unless approved by mutual agreement of site administration and faculty. The site administration in collaboration with ~~site administration and~~ department chairs ~~the site certificated staff~~, shall determine the dates, content, and schedule of these days. In addition, if there is mutual agreement between the site administration, faculty chairperson and department chairs, ~~in collaboration between site administration and department chairs, a site may designate~~ additional independent planning days in lieu of meeting days may be added on an annual basis.

9.3.4.1 To allow for pupil-free staff development, staff collaboration, and articulation at the high school level, an alternative schedule may be utilized for up to fifteen (15) days during the year. Teachers shall have a minimum of two (2) days per semester designated as independent planning days on which there shall be no District or site meetings at which attendance by high school teachers is required unless approved by mutual agreement of site administration and faculty. The site administration, in collaboration with ~~site certificated staff~~ department chairs, shall determine the dates, content, and schedule of these days. If a special schedule is enacted, there shall be no fewer than 65,400 instructional minutes per year for grades 9-12. In addition, if there is mutual agreement between site administration, faculty chairperson and department chairs, ~~in collaboration between site administration and department chairs, a site may designate~~ additional independent planning days in lieu of meetings may be added on an annual basis.

9.11.3 Classroom teachers, Children's Centers teachers, special teachers, nurses, counselors, and school librarians shall attend ~~such~~ required meetings ~~participate in such professional activities and perform such professional assignments after the regular on-site duty time as may be called or assigned by the principal, other immediate supervisor, or the Superintendent. Such meetings shall not extend beyond 4:30 pm.~~ and such meetings shall be no longer than ninety (90) minutes in length and/or end no later than 4:30 p.m., unless there is mutual agreement of all

involved to continue the meeting. Meetings that are not concluded shall be rescheduled for continuation.

9.11.5 Participation of Bargaining Unit Members in Individualized Educational Program (IEP), Individual Intervention plan (IIP), 540 Plan, Individualized Transitional Program (ITP), Student Study Team (SST) and Retention meetings shall be no longer than 90 minutes in length and/or end no later than 4:30 p.m., unless there is mutual agreement of all involved to continue the meeting. Meetings that are not concluded shall be rescheduled for continuation. The priority shall be to hold such meetings during the instructional day. ~~Attempts shall be made to schedule the above listed meetings within the regularly assigned on site duty hours.~~

9.11.8 BTA proposes status quo and District agrees.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

ARTICLE 34: CONCLUSIVENESS OF AGREEMENT

34.1 Except as noted in 34.2, 35.2, 35.3, ~~and~~ 35.4, and 35.5 during the term of this Agreement the District and the Association expressly waive and relinquish the right to meet and negotiate and agree that neither party to this Agreement shall be obligated to meet and negotiate with respect to any subject or matter whether referred to or covered in this Agreement or not, even though such subjects or matters may not have been within the knowledge or contemplation of either the District or the Association at the time of meeting and negotiating on and executing this Agreement, and even though such subject matters were proposed and later withdrawn.

34. 2 In the event that the District desires to change any of its policies and/or administrative rules and regulations which are not covered by this Agreement but are within the scope of bargaining and affect bargaining unit members, it will, absent emergency conditions, so notify the Association of its intentions prior to any such contemplated change. The Association, within ten (10) ~~school~~ instructional days after receipt of such notification, may notify the District of its desire to negotiate on such contemplated changes in District policies and/or administrative rules and regulations. Thereupon, the District shall enter into such negotiations with the Association for a period of sixty (60) ~~calendar~~ instructional days (unless agreement is reached prior to the sixty (60) days). If no agreement is reached within the sixty-day period, the District may adopt the change if it so desires.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

April 26, 2019

35.3 Written notice to begin negotiations on a successor agreement must be provided to the other party prior to April 1 of the final year of the Agreement. Upon receipt of this written notice, the District will proceed with the public notice requirements under Government Code Section 3547. Negotiations shall commence no later than May 1 of that calendar year.

35.4 In the event that the prior year's reopener or successor negotiations have not concluded by April 1, the Article 35.2 and Article 35.3 timelines shall be suspended and shall resume no later than sixty (60) instructional days after ratification of the prior year's Tentative Agreement.

35.3~~5~~5 The District and the Association may reopen this Agreement or any portion thereof during the term of the Agreement by mutual agreement in writing by both parties to this Agreement.

~~35.4 Prior to April 1, 2017, either the District or the Association may give by written submission of an initial proposal to the other party, by certified mail or hand delivery, notification of its desire to negotiate a successor Agreement. Upon receipt of this written notice, the District will proceed with the public notice requirements under Government Code Section 3547. Negotiations shall commence no later than May 1, 2017. In the event that neither party gives appropriate written notice to the other of its desire to renegotiate any portion of this Agreement, the Agreement shall be extended for one year.~~

FOR THE ASSOCIATION:

Date: 4/25/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK TEACHERS ASSOCIATION

AND

BURBANK UNIFIED SCHOOL DISTRICT

Memorandum of Understanding

Department Chairs at Adult School

The Burbank Teachers Association and the Burbank Unified School District agree to the terms of this Memorandum of Understanding (MOU) in order to allow a pilot program at the Burbank Adult School. ~~u~~Up to four department chairs shall be allowed for the 2019-2020 school year in accordance with Article 30.

The following department chairs are being proposed for the 2019-2020 school year and will be funded out of the site budget:

1. Parent Education
2. FACTS
3. ESL
4. Academic

The Burbank Adult School will follow all provisions of Article 30 except for the term of this position. Since the MOU is for one year only, the term for these roles will be for one year only. If the District and BTA agree to extend the MOU beyond this year, the term guidelines set forth in Article 30 will be in effect.

This MOU will expire at the end of the 2019-2020 school year and is not intended to set precedent for other stipend positions.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK TEACHERS ASSOCIATION

AND

BURBANK UNIFIED SCHOOL DISTRICT

Memorandum of Understanding

Voluntary Middle School Zero Period

The Burbank Teachers Association and the Burbank Unified School District agree to a flexible schedule in order to incorporate elective classes as a zero period in the rotating schedules in middle school, and is limited to eighth grade students.

A voluntary zero period assignment, with work hours from 6:50 a.m. to 3:00 p.m., shall be offered to interested teachers whose elective courses will be offered for zero period. By May 1 of each year, the site administrator, in collaboration with the Association and the site representative, will determine the elective courses to be offered the following year.

In order to avoid requiring the teacher to dedicate five (5) extra hours on campus per week, the teacher will collaborate with administration to determine five (5) conference periods and five (5) duty free periods when the master schedule is developed. An attempt will be made to maximize the alignment of the free period with lunch or the end of the day. During this free period, the teacher will be allowed to leave campus. The teacher may be required to cover another class during his/her conference period but not during his/her duty free period per current practice. The teacher will be required to attend all faculty meetings, professional development and teacher workdays.

The MOU for this program will expire at the end of the 2020-2021 school year and does not in any way set precedent for any other zero period classes at the middle schools.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Burbank Teachers Association

and

Burbank Unified School District

Side Letter of Agreement

BTA President Release Time for the 2019-2020 School Year

For the 2019-2020 school year, the Burbank Teachers Association President Diana Abasta shall teach periods 1, 2 and 3 and have a preparation period during period 4. She shall be released during periods 5 and 6 to attend to BTA business and issues and shall attend all required staff meetings and other professional duties as they arise. During the two release periods, the President shall not engage in political activities prohibited by law or prohibited by Article 33 of the certificated Collective Bargaining Agreement.

In addition, the BTA President shall be available at District request during one of the periods, to assist in teacher recruitment activities and LCAP planning and related activities and other activities of mutual interest and benefit.

One period shall be reimbursed to the District at 20% of Step 10 Column 3 or the actual cost of the replacement for the one period, whichever is lower. The District will continue to pay 100% of medical benefits.

This agreement is for the remainder of the BTA President's term. Upon election of a new BTA President, both sides agree to meet and decide on a new agreement on release time which does not necessarily agree to two periods of release time.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

Tentative Agreement Between

between

Burbank Teachers Association

and

Burbank Unified School District

May 15, 2019

Memorandum of Understanding

Joint Health Benefits Committee

The Burbank Unified School District's Joint Benefits Committee is comprised of representatives from BTA, CSEA, and BASA. BTA, CSEA and BASA may each appoint up to three (3) members to the committee and guests may also be permitted to attend committee meetings. Meetings shall begin no later than the end of September, 2019.

The purpose of the Committee is to become educated on health care and the options for school districts and to serve as a collaborative body that will work to educate the employees of Burbank Unified School District. The Committee may meet with the District's insurance broker and the various insurance carriers to evaluate coverage options and make policy recommendations to the Board of Education and the three employee associations. The Committee's recommendations will be based upon providing employees with a quality Health and Welfare Benefits package at a competitive price.

Committee members will participate in joint labor-management training on best practices for committee governance, health benefits purchasing and utilization.

FOR THE ASSOCIATION:

Date: 5/15/19

FOR THE DISTRICT:

Date: 5/15/19

Burbank Teachers Association

and

Burbank Unified School District

Memorandum of Understanding

Early Release Schedule for John Burroughs High School 2019-2020

The Burbank Unified School District and the Burbank Teachers Association (BTA) agree to continue the early release program established as a pilot during the 2011-2012 school year. Article 9 (Hours of Employment) has been modified to allow the increase of professional development days, also known as *Early Release Schedule.*

Article 9.3.4.1 will be modified to state "an alternative schedule may be utilized for up to twenty-eight (28) days during the year" which will only be applicable to JBHS.

JBHS may utilize 28 Early Release Days to provide systematic professional development for the faculty and staff during the 2019-2020 school year. In order to provide this number of early releases, JBHS will conduct the zero period instructional minutes as a portion of its total instructional time. In order to meet this requirement of including the zero period instructional minutes in the total calculation for the instructional day, enrollment for the Zero period must be at least 33% of the school's enrollment. In addition, all course offerings must be accessible to all students.

This program will be closely monitored by the Principal of JBHS to ensure that enrollment shall not drop below the 33% threshold during the Fall semester and Spring semester. Prior to October 8th, 2019, the program will be evaluated to determine that the Fall Semester enrollment in Zero period exceeds the 33% enrollment threshold. If the enrollment requirement or other instructional minutes required by the State or the auditors determine that the program does not meet instructional minutes required by the State or the auditors determine that the program does not meet State or auditor standards, then this MOU will be revoked and JBHS will revert back to the current BTA contract language. Should the program continue, then prior to January 6, 2020, the program will be evaluated a second time by the Principal of JBHS to determine that the Spring Semester enrollment in Zero period exceeds the 33% enrollment threshold. If the enrollment requirement or other instructional minutes required by the State auditors determine that the program does not meet the State or auditor standards, then this MOU will be revoked and the JBHS will cease to have additional professional development days for the remaining of the 2019-2020 school year.

At the conclusion of the 2019-2020 school year, the District will evaluate the program and determine the needs of the JBHS and the Burbank Unified School District as to the implementation for the

professional development schedule for the 2019-2020 school year. This MOU will be in effect for the 2019-2020 school year.

FOR THE ASSOCIATION:

Date: 4/26/19

FOR THE DISTRICT:

Date: 4/26/19

BURBANK UNIFIED SCHOOL DISTRICT **EXHIBIT 1**

SALARY SCHEDULE FOR FULL-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*

Effective July 1, 2018

Salary Rating	Class I Bachelor's Degree	Class II Bachelor's Degree +15	Class III Bachelor's Degree +30	Class IV Bachelor's Degree +45	Class V Bachelor's Degree +60	Class VI Bachelor's Degree +75
1	52,177	52,180	53,811	54,340	56,296	58,483
2	52,180	52,182	53,812	55,608	58,336	60,519
3	52,182	52,183	54,873	57,576	60,322	62,509
4	52,183	53,070	56,868	59,595	62,361	64,550
5	52,184	54,958	58,825	61,565	64,353	66,539
6	**52,185**	**56,917**	60,819	63,586	66,388	68,576
7	**52,186**	**58,790**	62,773	65,553	68,382	70,566
8	**52,187**	**60,729**	64,771	67,574	70,418	72,604
9	**53,639**	**62,617**	66,721	69,543	72,408	75,313
10		**64,559**	68,722	71,563	76,590	77,374
11		**66,451**	**70,672**	73,531	78,639	79,376
12			**72,670**	75,551	80,736	81,437
13			**74,621**	77,525	82,783	83,447
14			**76,623**	79,540	84,881	85,503
15				81,512	86,931	88,166
18**					89,023	91,027
21**					91,074	93,838
24**						97,841

Notes: **Employees hired on or after July 1, 2005 may not advance past the bold lines in Columns I, II and III. Employees hired before July 1, 2005 shall be grandfathered.**

The earned Master's Degree or earned Doctorate Degree is recognized at any point on the schedule with $1,345 added to the base salary. Only one earned Master's Degree and only one earned Doctorate Degree will be recognized for this additional remuneration. The maximum amount for any employee for the Master's Degree and Doctorate is $2,689.

A Bilingual Certificate of Competence, Bilingual-Cross Cultural Credential, other state approved bilingual certificate or credential, or evidence of mastery of the American Sign Language Communication Proficiency Interview is recognized at any point on the schedule with additional remuneration added to the base salary. This additional remuneration shall be $1,345 for an employee employed in an assignment that requires the use of primary language for supporting students, conferencing with parents, and preparing progress reports.

A Learning Handicapped, Severely Handicapped, Deaf and Hard of Hearing, Resource Specialist, Speech/Language Therapist, Adaptive Physical Education, Mild-to-Moderate, Moderate-to-Severe, or other state approved special education certificate or credential is recognized at any point on the schedule with $1,345 added to the base salary provided such employee is employed in a special education assignment.

**** Beginning with the conclusion of the 2017-2018 school year, and at the completion of each full year of employment, all 1.0 Speech/Language Pathologists (SLPs) will receive a retention bonus of $10,302. Part-time SLPs will receive a pro-rated amount based on their FTE. The retention bonus will replace the previously agreed to SLP one-time hiring incentive bonus.

* Includes Teachers, Nurses, Librarians and Counselors who are fully credentialed. (For implementation, see Rules and Regulations.)

** Anniversary Step

SALARY SCHEDULE FOR FULL-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*
Effective July 1, 2018

For the purpose of rating in Speech/Language Pathologists (SLPs):

Fully licensed Speech-Language Pathologists (credentialed or credential-pending***) will receive credit for all years of prior verified professional SLP experience working with children in a school, hospital or clinic licensed private practice setting shall be granted at the time of initial placement. If a current fully credentialed SLP was credited five years or less at the time he or she was hired, but had more, he or she shall be granted all additional years of service credit, effective January 1, 2016. Additional prior service credit shall not be owed retroactively.

For fully credentialed SLPs, additional prior service credit shall not be owed retroactively, but if a current fully credentialed SLP was only credited five years at the time he or she was hired, but had more, he or she shall be granted all additional years of service credit effective January 1, 2016.

*** Applicant must have begun the process for credentialing at the time he or she begins work. A waiver shall be issued/obtained by the district so that the SLP may begin work at the beginning of the school year.

**** Effective July 1, 2017

BURBANK UNIFIED SCHOOL DISTRICT

Exhibit A-1-NC

SALARY SCHEDULE FOR NON-CREDENTIAL CERTIFICATED BARGAINING UNIT MEMBERS*
Effective July 1, 2018

Salary Rating	Class I Bachelor's Degree	Class II Bachelor's Degree +15	Class III Bachelor's Degree +30	Class IV Bachelor's Degree +45	Class V Bachelor's Degree +60	Class VI Bachelor's Degree +75
1	46,831	46,831	48,893	50,951	53,015	55,076
2	46,831	48,753	50,814	52,875	54,938	56,993
3	46,831	50,625	52,687	54,747	56,805	58,865
4	46,831	52,547	54,606	56,668	58,727	60,787
5	46,831	54,419	56,483	58,541	60,604	62,661
6	**46,831**	**56,360**	58,399	60,462	62,521	64,580
7	**48,893**	**58,214**	60,275	62,334	64,397	66,454
8	**50,951**	**60,133**	62,192	64,254	66,314	68,374
9	**53,113**	**62,003**	64,066	66,125	68,189	70,249
10		**63,923**	65,984	68,045	70,104	72,169
11		**65,800**	**67,857**	69,919	71,978	74,041
12			**69,777**	71,841	73,899	75,963
13			**71,651**	73,715	75,775	77,836
14			**73,574**	75,633	77,695	79,752
15				77,508	79,569	82,236
18**				81,484	81,484	84,905
21**				83,362	83,362	87,528
24**						90,151

Notes: Employees hired on or after July 1, 2005 may not advance past the bold lines in Columns I, II and III.

For additional remuneration for which an employee may qualify, refer to Exhibit A-1: Salary Schedule for Certificated Bargaining Unit Members.

* Includes Teachers, Nurses, Librarians and Counselors who are not fully certificated (e.g. who have an emergency permit, intern permit, or waiver). For implementation, see Rules and Regulations.

** Anniversary Step

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT B-1

CHILDREN'S CENTER TEACHERS MONTHLY SALARY SCHEDULE
Effective July 1, 2018

Salary Rating	Class I 20 or fewer Units	Class II 30-59 Units*	Class III 60-89 Units*	Class IV 90 or more Units*	Class V B.A. Degree or Higher*
1	2,643	2,709	2,774	2,913	3,054
2	2,774	2,843	2,913	3,054	3,211
3	2,913	2,985	3,054	3,211	3,370
4	3,054	3,134	3,211	3,370	3,540
5	3,211	3,294	3,370	3,540	3,712
6	3,370	3,457	3,540	3,712	3,900
7	3,540	3,628	3,712	3,900	4,098
8					4,300

* at least 24 of the units must be in Child Development

Anniversary Increment- Monthly certificated Children's Center teachers who have earned 12 years of creditable service by the first day of the fiscal year will receive an anniversary increment of $179 per creditable month. Monthly certificated Children's Center teachers who have earned 16 years of creditable service by the first day of the fiscal year will receive an additional anniversary increment of $179 per creditable month. Monthly certificated Children's Center teachers who have earned earned 20 years of creditable service by the first day of the fiscal year will receive an additional anniversary increment of $179 per creditable month. This amount will be prorated for a part-time teacher.

Overtime- When the Director requires a Children's Center teacher to work in excess of eight (8) hours per day of in excess of forty (40) hours per week, that teacher shall receive compensation at one and one-half times the hourly equivalent of that teacher's regular salary rate. Children's Center teachers whose regular assignments are less than forty (40) hours per week shall be paid at the hourly equivalent of their regular rate of pay if the Director requires them to work beyond their regularly scheduled hours, up to eight hours per day or forty hours per week, including attendance at Open House.

Split Shift- Regularly assigned Children's Center teachers who are assigned a split shift shall be paid a $82 differential per calendar month for such assignment. Split shift is defined as a work period divided into two parts that are separated by an interval for 30 minutes or longer.

EXHIBIT B-2

BURBANK UNIFIED SCHOOL DISTRICT

RULES AND REGULATIONS PERTAINING TO THE SALARY SCHEDULE FOR CERTIFICATED CHILDREN'S CENTERS PERSONNEL IN THE BARGAINING UNIT

Effective July 1, 2018

1. Three years of outside experience is the maximum amount of credit recognized for previous teaching. This is to be pre-Kindergarten teaching or public school teaching experience from Kindergarten through Grade 6, providing the employee held a valid Children's Center permit or teaching credential at the time the teaching was done.

   For the purposes of rating-in only, one year of Children's Center teaching experience shall be granted for every two years of experience as an instructional aide when that experience has been in one of the District's Children's Center programs. If a Children's Center instructional aide is hired as a Children's Center teacher and the employee previously served in a Children's Center II position for 75% or more of a year, year-for-year credit shall be granted for experience earned as a Children's Center II aide.

   A Burbank Unified School District Children's Center instructional aide hired as a Children's Center teacher shall be placed on the salary step that is equal to, or next in amount above, the compensation the employee received as a Children's Center I instructional aide with placement restricted, however, to the Class applicable to the number of units earned.

2. A certificated employee in Class I, II, III, or IV shall qualify for an annual increment (step advancement) at the beginning of the year, July 1, provided that during the preceding year he or she has rendered service to the Children's Centers for 75% of the days that the centers were in session.

   A certificated employee in Class V shall qualify for an annual increment at the beginning of the year, July 1, provided he or she rendered service to the Children's Centers for 75% of the days that the centers were in session.

   A certificated employee commencing employment at the Children's Centers at the start of the second half of the school year, January 1, shall qualify for an annual increment (step advancement) at the next January 1, provided that during the preceding year he has met the requirements described above.

3. Evaluation of requests for units and for all transcripts affecting salaries are made as follows:

   * To qualify for advancement on the salary schedule for the first half of the fiscal year, verification of the completion of work must be received and filed in Personnel Services on or before July 1.

   * To qualify for advancement on the salary schedule for the second half of the fiscal year, verification of the completion of work must be received and filed in Personnel Services on or before January 2.

* Verification of work completed may be initially by grade card or written and signed statement of the instructor, provided, however, that an official transcript is submitted as soon thereafter as possible.

Progress on the salary schedule is made by submitting semester units. A quarter unit is counted as two-thirds of a semester unit.

Any fraction of units over one-half will be recognized as a whole unit when needed for a change of class at any point in the salary schedule. Acknowledgement of the submission of transcripts and other documents indicating the completion of college or university work will be provided in writing at the time these documents are submitted by the employee to the Department of Personnel Services.

4. Progress on the salary schedule is limited to not more than one class per year.

BURBANK UNIFIED SCHOOL DISTRICT
COACHING SERVICES SALARY SCHEDULE
Effective July 1, 2018

EXHIBIT C

The Board of Education will annually plan to include in the High School Interscholastic Program positions chosen from this list according to District Policy and budgetary allowances. All positions listed below are not necessarily funded. Amounts listed below are annual stipends.

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 10	STEP 15	STEP 20
Athletic Coordinator (1)	7,508	7,672	7,842	8,009	8,177	8,345	8,681	9,015	9,350
*Varsity Football (2)	4,185	4,354	4,519	4,688	4,858	5,025	5,364	5,695	6,034
*Assistant Varsity Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
*Junior Varsity Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
*Frosh Football (2)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
Varsity (other sports)	3,769	3,939	4,102	4,271	4,441	4,608	4,943	5,282	5,617
Junior Varsity (other sports)	3,396	3,565	3,730	3,900	4,066	4,235	4,570	4,904	5,242
Spoh, Frosh, Soph/Frosh (other sports)	3,396	3,565	3,730	3,900	4,066	4,235	4,570	4,904	5,242

**Note: Total payment for football coaches includes reimburstment for services rendered before the opening of school.

Payment schedule for other specific sports:

Cross Country (2)	Track (4)
Water Polo (2)	Golf (Fall) (2)
Tennis (Fall) (2)	Golf (Spring) (4)
Volleyball (Fall) (2)	Tennis (Spring) (4)
Water Polo (Winter) (2)	Baseball (4)
Basketball (3)	Swimming (4)
Soccer (3)	Volleyball (Spring) (4)
Softball (4)	

(1) Will be paid in 11 equal payments from August through June.
(2) Will be paid in 3 equal payments in August, September and October.
(3) Will be paid in 3 equal payments in November, December and January.
(4) Will be paid in 3 equal payments in February, March and April.
(5) A stipend of $191 will be paid to the Varsity Coach for each CIF playoff game in which his/her team participates, and a stipend of $106 will be paid to each Assistant Coach for each CIF playoff game in which his/her team participates.

BURBANK UNIFIED SCHOOL DISTRICT

ADULT SCHOOL CERTIFICATED HOURLY SALARY SCHEDULE

Effective July 1, 2018

Step	**Column I** Non-Academic Standard Designated Subjects Credential	**Column II** Bachelor's Degree + 30 semester units or Academic Standard Designated Subjects Credential	**Column III** Bachelor's Degree + 60 semester units or Master's Degree + 45 semester units or Academic Standard Designated Subjects Credential + 26 semester Units
1	$35.08	$36.65	$38.16
2	$36.49	$38.16	$39.83
3	$38.02	$39.63	$41.37
4	$39.50	$41.27	$43.02
5	$41.08	$42.88	$44.79
6	$42.74	$44.60	$46.56
10*			$48.45

Progress on the salary schedule is made by submitting semester units.

* Anniversary Step

EXHIBIT D-2

BURBANK UNIFIED SCHOOL DISTRICT

RULES AND REGULATIONS FOR IMPLEMENTATION OF ADULT SCHOOL CERTIFICATED HOURLY SALARY SCHEDULE

July 1, 2018

1. Employees whose effective date of employment is on or after July 1, 1992 shall be granted a maximum amount of previous teaching credit, or credit for outside experience related to the assignment, of two (2) years.

2. Adult school teachers who have taught 54 hours or more during the preceding school year will advance one step on the schedule.

3. Employees who have served in the Burbank Adult School and who have resigned or been laid off and then are reemployed, shall have their salary schedule placement reflect service for which they had been previously credited.

EXHIBIT D-3

BURBANK UNIFIED SCHOOL DISTRICT

ADULT SCHOOL RESOURCES TEACHER AND EVENING PROGRAM COORDINATOR SALARY SCHEDULE

Effective July 1, 2018

Step	Annual Rate
1	$57,181
2	$59,469
3	$61,844
4	$64,320
5	$66,890
6	$69,566

EXHIBIT E

BURBANK UNIFIED SCHOOL DISTRICT

VOCATIONAL EDUCATION AND CAREER TECHNICAL EDUCATION
HOURLY SALARY SCHEDULE

Effective July 1, 2018

STEP	HOURLY RATE
1	$38.20
2	$39.73
3	$41.33
4	$43.02
5	$44.72

IMPLEMENTATION

1 Movement from step to step will be on the basis of two semesters service for one step movement.

2 Teachers will be rated in on this schedule up to an including the third step. Creditable service shall be either of the following or a combination thereof:

a. Teaching in a vocationally funded program requiring a vocational credential, on a year for year basis, as defined in paragraph 1 of Exhibit A-2.

b. Employment within the last five years in vocational positions directly related to the course to be taught. Credit shall be on a year for year basis.

3 Burbank Adult School experience in the same subject area will be rated in on a year for year basis up to step five.

4 Permanent employees will be considered for any C.T.E. assignments before other candidates are considered.

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT F

MISCELLANEOUS SALARY RATES
Effective July 1, 2018

Summer School Teacher	45.52 per hour
Summer School Teacher-Severely Handicapped	57.03 per hour
Extended Summer School/Teacher Intersession Teacher	45.52 per hour
Summer School Teacher-Adult Education	40.08 per hour
Saturday Program Teacher	144.66 per day
Home Teacher	36.09 per hour
Day-to-Day Substitute*	175.78 per day
Day-to-Day Substitute (Spec Ed)*	184.57 per day
Curriculum Writing (K-12)	33.77 per hour
Other Hourly (K-12)	33.77 per hour
Curriculum Writing (Adult Education)	22.98 per hour
Other Hourly (Adult Education)	22.98 per hour
Intervention Teaching	45.52 per hour
Secondary Class Coverage	46.59 per class period
Elementary Class Coverage	46.59 per hour

When a unit member has covered another unit member's elementary class or students from another unit member's elementary class or students from another elementary class at the direction of an administrator compensation will be paid each time as shown above. When an elementary class must be divided into more than one class, students shall be divided equally, as much as possible, by the number of classes. Compensation will be based on Exhibit F; the hourly rate will be divided by the number of classrooms in which the students are placed.

Department Chairperson-High School	1477 per semester
Department Chairperson-Middle School	1477 per semester
Completion of CTE Credential	1592 one-time stipend
Professional Mentors	1911 per year for one mentee, 3,783 per year for two mentees
Induction Mentors	1911 per year for one mentee, 3,783 per year for two mentees
Lead Speech and Language Pathologist	7031 per year
Miscellaneous Unit Rate	1309 per unit (may be applied as a percentage)

Regular Hourly Assignments (other than those specified elsewhere in this Agreement)
Compensation of 16.7% of the unit member's daily rate based upon Exhibit A will be paid for each hour of professional assignment.

* pertains to bargaining unit members only

BURBANK UNIFIED SCHOOL DISTRICT

EXHIBIT G

EXTRA COMPENSATION FOR CO/EXTRA-CURRICULAR ACTIVITIES

Effective July 1, 2018

The school site shall annually plan to include positions chosen from this list according to District Policy, budgetary allowances, and site leadership decisions. The positions listed below are not necessarily funded.

High School Level Only

		November	February	April	June
Category A					
	Academic Decathlon	2038	2038		
	Instrumental Music	1214	1214	1214	1214
	Vocal Music	1214	1214	1214	1214
	ASB Advisor*	1214	1214	1214	1214
	Drama	1018	1018	1018	1018
Category B					
	Drill Teams	919	919	919	919
	Spirit Squad	919	919	919	919
	Newspaper	919	919	919	919
	Yearbook	919	919	919	919
	Forensics	919	919	919	919
	Dance	919	919	919	919
Category C					
	Culinary Arts - with Catering	442	442	442	442
	ASB Advisor (Monterey)	442	442	442	442
	CSF Sponsor	442	442	442	442
	Mock Trial	442	442		

Middle School Level Only

	November	February	April	June
ASB Advisor	584	584	584	584
Newspaper	442	442	442	442
Yearbook	442	442	442	442
Drama	489	489	489	489
Vocal Music	584	584	584	584
Instrumental Music	584	584	584	584
Spirit Squad	442	442	442	442
CJSF Sponsor	364	364	364	364
Culinary Arts - with Catering	442	442	442	442

Elementary School Level Only

	November	February	April	June
Chorus	292	292	292	292

All Levels (Site funded)

	November	February	April	June
Club Advisor*	339**	339**	339**	339**

*Or portion thereof

EXHIBIT H

BURBANK UNIFIED SCHOOL DISTRICT

CERTIFICATED PAY SCHEDULE FOR HOURLY OR SPECIAL ASSIGNMENTS

Effective July 1, 2018

School Playgrounds	Hourly Rate
After-school Playground Leader	
Middle School-Credential required	$17.91
High School- Credential required	$17.91
Summer Recreation	
Walk-on Coach I - Credential required	minimum wage
Walk-on Coach II - Credential required	$17.91

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education and Superintendent
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Alyssa Low, Director of Fiscal Services
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	June 20, 2019
SUBJECT:	Adoption of Resolution 38 Authorizing Temporary Inter-fund Cash Borrowing 2019-2020

Background:

Education code 42603 permits the temporary borrowing of moneys between District funds to facilitate the payment of obligations. This allows the District to cover a temporary negative cash flow balance amounts in any and all District funds, but does not increase the total amount authorized for expenditures nor is it considered income to the borrowing fund.

Discussion/Issues:

Inter-fund loans are set up in various District funds to reflect short-term loans between funds for cash flow purposes and the making and repayment of inter-fund loans must be approved by the Governing Board. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

Fiscal Impact:

None.

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education adopt Resolution 38 Authorizing Temporary Inter-fund Cash Borrowing transfers up to 75% of the fund balances of the District for 2019-2020 payment obligations as permitted in Education Code 42603, as presented.

CASH BORROWING RESOLUTION

Temporary Inter-fund Cash Borrowing

Burbank Unified School District

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: $75%.
2. For fiscal year: 19-20.
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year.
6. The amounts borrowed shall be **repaid** either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the governing board of the Burbank Unified School District hereby authorizes the borrowing of cash between all of the district funds.

Certification of the Clerk of the Governing Board

The agenda with this item for action was posted as required by law.

The resolution was adopted by the Governing Board on June 20, 2019
Date

Signature: _____
Clerk of the Governing Board

Attachment No. 2
Info Bul. No. 4817
SFS-A63-2017-18

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE									
A. BEGINNING CASH			19,692,754.00	12,850,823.00	25,441,260.00	25,566,140.00	20,326,435.00	13,672,996.00	25,982,026.00	23,193,446.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		3,554,070.00	3,554,070.00	12,507,071.00	6,402,752.00	6,402,752.00	12,507,071.00	6,402,752.00	6,095,275.00
Property Taxes	8020-8079		882,817.00	722,746.00	33,954.00	0.00	397,753.00	13,310,161.00	8,493,474.00	2,357,412.00
Miscellaneous Funds	8080-8099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299		0.00	1,157.00	167,776.00	564,076.00	(38,762.00)	5,785.00	931,448.00	20,827.00
Other State Revenue	8300-8599		342,161.00	1,081,576.00	1,245,407.00	520,490.00	878,599.00	1,564,370.00	2,376,277.00	679,972.00
Other Local Revenue	8600-8799		53,421.00	187,876.00	587,888.00	594,856.00	281,815.00	86,970.00	158,714.00	84,132.00
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS			4,832,469.00	5,547,425.00	14,542,096.00	8,082,174.00	7,922,157.00	27,474,357.00	18,362,665.00	9,237,618.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		75,009.00	6,090,711.00	6,263,232.00	6,458,254.00	6,615,773.00	8,273,466.00	6,555,766.00	6,608,272.00
Classified Salaries	2000-2999		16,871.00	1,265,313.00	2,080,737.00	2,463,143.00	2,505,320.00	3,107,047.00	2,505,320.00	2,457,519.00
Employee Benefits	3000-3999		53,185.00	1,781,713.00	3,217,721.00	3,369,679.00	3,430,463.00	3,928,127.00	3,468,452.00	3,476,050.00
Books and Supplies	4000-4999		47,724.00	526,608.00	277,457.00	248,493.00	257,380.00	241,911.00	193,199.00	218,872.00
Services	5000-5999		1,520,857.00	865,046.00	1,063,351.00	1,216,373.00	1,094,580.00	1,214,812.00	1,118,002.00	935,312.00
Capital Outlay	6000-6599		0.00	7,587.00	18,949.00	40,589.00	42,626.00	5,494.00	3,831.00	21,248.00
Other Outgo	7000-7499		173,188.00	149,009.00	366,056.00	149,290.00	151,820.00	151,820.00	151,539.00	151,539.00
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			1,886,834.00	10,685,987.00	13,287,503.00	13,945,821.00	14,097,962.00	16,922,677.00	13,996,109.00	13,868,812.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199								(9,500,000.00)	
Accounts Receivable	9200-9299		252,321.00	319,527.00	(153,617.00)	1,144,579.00	170,362.00	267,961.00	3,321,922.00	35,318.00
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	252,321.00	319,527.00	(153,617.00)	1,144,579.00	170,362.00	267,961.00	(6,178,078.00)	35,318.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599		10,033,433.00	306,825.00	175,306.00	180,658.00	(440,511.00)	(421,802.00)	94,883.00	(20,826.00)
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650		0.00		0.00	0.00	0.00	0.00	0.00	
Deferred Inflows of Resources	9690		6,454.00	(17,716,297.00)	800,790.00	339,979.00	1,088,507.00	(1,067,587.00)	882,175.00	(31,440.00)
SUBTOTAL		0.00	10,039,887.00	(17,409,472.00)	976,096.00	520,637.00	647,996.00	(1,489,389.00)	977,058.00	(52,266.00)
Nonoperating										
Suspense Clearing	9910		0.00							
TOTAL BALANCE SHEET ITEMS		0.00	(9,787,566.00)	17,728,999.00	(1,129,713.00)	623,942.00	(477,634.00)	1,757,350.00	(7,155,136.00)	87,584.00
E. NET INCREASE/DECREASE (B - C + D)			(6,841,931.00)	12,590,437.00	124,880.00	(5,239,705.00)	(6,653,439.00)	12,309,030.00	(2,788,580.00)	(4,543,610.00)
F. ENDING CASH (A + E)			12,850,823.00	25,441,260.00	25,566,140.00	20,326,435.00	13,672,996.00	25,982,026.00	23,193,446.00	18,649,836.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		18,649,836.00	19,343,304.00	21,712,262.00	9,942,699.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	12,443,767.00	6,095,275.00	6,095,275.00	8,384,220.00	(10,000.00)		90,434,350.00	90,434,350.00
Property Taxes	8020-8079	(77,615.00)	9,405,394.00	6,693,886.00	6,291,282.00	(4,846.00)		48,506,418.00	48,506,418.00
Miscellaneous Funds	8080-8099	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Federal Revenue	8100-8299	76,946.00	222,159.00	12,149.00	3,822,987.00	(1,156.00)		5,785,392.00	5,785,392.00
Other State Revenue	8300-8599	1,590,467.00	884,398.00	604,580.00	2,730,036.00			14,498,333.00	14,498,333.00
Other Local Revenue	8600-8799	133,423.00	143,746.00	267,880.00	0.00			2,580,721.00	2,580,721.00
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00		0.00	0.00
All Other Financing Sources	8930-8979	0.00	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL RECEIPTS		14,166,988.00	16,750,972.00	13,673,770.00	21,228,525.00	(16,002.00)	0.00	161,805,214.00	161,805,214.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,615,773.00	6,510,761.00	6,698,282.00	8,250,964.00	(7,501.00)		75,008,762.00	75,008,762.00
Classified Salaries	2000-2999	2,480,014.00	2,508,132.00	2,530,626.00	4,198,028.00	2.00		28,118,072.00	28,118,072.00
Employee Benefits	3000-3999	3,483,648.00	3,483,648.00	3,529,236.00	4,771,493.00	(3,795.00)		37,989,620.00	37,989,620.00
Books and Supplies	4000-4999	230,391.00	290,293.00	219,201.00	539,774.00	(1.00)		3,291,302.00	3,291,302.00
Services	5000-5999	1,419,363.00	2,000,224.00	1,776,936.00	1,388,133.00	1,561.00		15,614,550.00	15,614,550.00
Capital Outlay	6000-6599	10,297.00	2,168.00	3,345.00	30,704.00	37.00		186,875.00	186,875.00
Other Outgo	7000-7499	98,402.00	110,210.00	149,852.00	1,008,762.00	(896,690.00)		1,914,797.00	1,914,797.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	1,084,027.00			1,084,027.00	1,084,027.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00				0.00	0.00
TOTAL DISBURSEMENTS		14,337,888.00	14,905,436.00	14,907,478.00	21,271,885.00	(906,387.00)	0.00	163,208,005.00	163,208,005.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199			(9,500,000.00)				(19,000,000.00)	
Accounts Receivable	9200-9299	65,067.00	23,555.00	(31,490.00)	(530,000.00)			4,885,505.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340				6,503,250.00			6,503,250.00	
Deferred Outflows of Resources	9490				0.00			0.00	
SUBTOTAL		65,067.00	23,555.00	(9,531,490.00)	5,973,250.00	0.00	0.00	(7,611,245.00)	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	(441,887.00)	(499,867.00)	631,513.00				9,597,725.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690	(357,414.00)		372,852.00	(2,650,000.00)			(18,331,981.00)	
SUBTOTAL		(799,301.00)	(499,867.00)	1,004,365.00	(2,650,000.00)	0.00	0.00	(8,734,256.00)	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		864,368.00	523,422.00	(10,535,855.00)	8,623,250.00	0.00	0.00	1,123,011.00	
E. NET INCREASE/DECREASE (B - C + D)		693,468.00	2,368,958.00	(11,769,563.00)	8,579,890.00	890,385.00	0.00	(279,780.00)	(1,402,791.00)
F. ENDING CASH (A + E)		19,343,304.00	21,712,262.00	9,942,699.00	18,522,589.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								19,412,974.00	

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE									
A. BEGINNING CASH			18,522,589.00	11,849,771.00	28,459,832.00	28,872,466.00	23,661,536.00	17,020,004.00	29,490,433.00	24,613,046.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		3,713,531.00	3,713,531.00	13,068,228.00	6,690,026.00	6,690,026.00	13,068,228.00	6,690,026.00	6,368,753.00
Property Taxes	8020-8079		882,817.00	722,746.00	33,954.00	0.00	397,753.00	13,310,161.00	8,493,474.00	2,357,412.00
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299		0.00	1,157.00	167,776.00	564,076.00	(38,762.00)	5,785.00	931,448.00	20,827.00
Other State Revenue	8300-8599		330,549.00	1,044,870.00	1,203,141.00	502,826.00	848,782.00	1,511,280.00	2,295,633.00	656,896.00
Other Local Revenue	8600-8799		53,421.00	187,876.00	587,888.00	594,856.00	281,815.00	86,970.00	158,714.00	84,132.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			4,980,318.00	5,670,180.00	15,060,987.00	8,351,784.00	8,179,614.00	27,982,424.00	18,569,295.00	9,488,020.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		76,003.00	6,171,436.00	6,346,243.00	6,543,850.00	6,703,456.00	8,383,120.00	6,642,654.00	6,695,856.00
Classified Salaries	2000-2999		17,125.00	1,284,385.00	2,112,100.00	2,500,270.00	2,543,083.00	3,153,879.00	2,543,083.00	2,494,562.00
Employee Benefits	3000-3999		56,663.00	1,898,222.00	3,428,133.00	3,590,028.00	3,654,786.00	4,184,993.00	3,695,260.00	3,703,355.00
Books and Supplies	4000-4999		39,528.00	436,171.00	229,808.00	205,818.00	213,179.00	200,366.00	160,020.00	181,284.00
Services	5000-5999		1,506,480.00	856,868.00	1,053,299.00	1,204,875.00	1,084,232.00	1,203,328.00	1,107,433.00	926,470.00
Capital Outlay	6000-6599		0.00	0.00	0.00					
Other Outgo	7000-7499		164,878.00	141,860.00	348,493.00	142,127.00	144,536.00	144,536.00	144,268.00	144,268.00
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			1,860,677.00	10,788,942.00	13,518,076.00	14,186,968.00	14,343,272.00	17,270,222.00	14,292,718.00	14,145,795.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199	0.00							(11,500,000.00)	
Accounts Receivable	9200-9299		252,448.00	319,687.00	(153,693.00)	1,145,151.00	170,447.00	268,094.00	3,323,583.00	35,336.00
Due From Other Funds	9310		0.00							
Stores	9320		0.00							
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	252,448.00	319,687.00	(153,693.00)	1,145,151.00	170,447.00	268,094.00	(8,176,417.00)	35,336.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599		10,038,450.00	306,979.00	175,394.00	180,748.00	(440,731.00)	(422,012.00)	94,931.00	(20,837.00)
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690		6,457.00	(21,716,115.00)	801,190.00	340,149.00	1,089,052.00	(1,068,121.00)	882,616.00	(31,456.00)
SUBTOTAL		0.00	10,044,907.00	(21,409,136.00)	976,584.00	520,897.00	648,321.00	(1,490,133.00)	977,547.00	(52,293.00)
Nonoperating										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	(9,792,459.00)	21,728,823.00	(1,130,277.00)	624,254.00	(477,874.00)	1,758,227.00	(9,153,964.00)	87,629.00
E. NET INCREASE/DECREASE (B - C + D)			(6,672,818.00)	16,610,061.00	412,634.00	(5,210,930.00)	(6,641,532.00)	12,470,429.00	(4,877,387.00)	(4,570,146.00)
F. ENDING CASH (A + E)			11,849,771.00	28,459,832.00	28,872,466.00	23,661,536.00	17,020,004.00	29,490,433.00	24,613,046.00	20,042,900.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		20,042,900.00	20,956,283.00	23,321,194.00	9,511,345.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	13,002,084.00	6,368,753.00	6,368,753.00	8,749,949.00	(1.00)		94,491,887.00	94,491,887.00
Property Taxes	8020-8079	(77,610.00)	9,405,394.00	6,693,886.00	6,291,282.00	(4,851.00)		48,506,418.00	48,506,418.00
Miscellaneous Funds	8080-8099					0.00		0.00	
Federal Revenue	8100-8299	76,946.00	222,159.00	12,149.00	3,822,408.00	(577.00)		5,785,392.00	5,785,392.00
Other State Revenue	8300-8599	1,536,491.00	854,384.00	584,063.00	2,637,387.00	1.00		14,006,303.00	14,006,303.00
Other Local Revenue	8600-8799	133,423.00	143,746.00	267,879.00	0.00	1.00		2,580,721.00	2,580,721.00
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		14,671,334.00	16,994,436.00	13,926,730.00	21,501,026.00	(5,427.00)	0.00	165,370,721.00	165,370,721.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,703,456.00	6,597,052.00	6,787,059.00	8,360,320.00	(7,600.00)		76,002,905.00	76,002,905.00
Classified Salaries	2000-2999	2,517,395.00	2,545,937.00	2,568,771.00	4,261,305.00	0.00		28,541,895.00	28,541,895.00
Employee Benefits	3000-3999	3,711,449.00	3,711,449.00	3,760,018.00	5,083,512.00	(4,047.00)		40,473,821.00	40,473,821.00
Books and Supplies	4000-4999	190,825.00	240,439.00	181,556.00	447,075.00	0.00		2,726,069.00	2,726,069.00
Services	5000-5999	1,405,945.00	1,981,315.00	1,760,138.00	1,375,011.00	1,546.00		15,466,940.00	15,466,940.00
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499	93,681.00	104,923.00	142,663.00	960,362.00	(896,690.00)		1,779,905.00	1,779,905.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		14,622,751.00	15,181,115.00	15,200,205.00	20,487,585.00	(906,791.00)	0.00	164,991,535.00	164,991,535.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199			(11,500,000.00)				(23,000,000.00)	
Accounts Receivable	9200-9299	65,099.00	23,566.00	(31,506.00)	(530,265.00)			4,887,947.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340				6,506,502.00			6,506,502.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		65,099.00	23,566.00	(11,531,506.00)	5,976,237.00	0.00	0.00	(11,605,551.00)	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	(442,108.00)	(500,117.00)	631,829.00	0.00			9,602,526.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690	(357,593.00)	(27,907.00)	373,039.00				(19,708,689.00)	
SUBTOTAL		(799,701.00)	(528,024.00)	1,004,868.00	0.00	0.00	0.00	(10,106,163.00)	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		864,800.00	551,590.00	(12,536,374.00)	5,976,237.00	0.00	0.00	(1,499,388.00)	
E. NET INCREASE/DECREASE (B - C + D)		913,383.00	2,364,911.00	(13,809,849.00)	6,989,678.00	901,364.00	0.00	(1,120,202.00)	379,186.00
F. ENDING CASH (A + E)		20,956,283.00	23,321,194.00	9,511,345.00	16,501,023.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								17,402,387.00	

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Alyssa Low, Director of Fiscal Services
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	June 20, 2019
SUBJECT:	Adoption of Resolution 39 Requesting the Issuance of Tax and Revenue Anticipation Notes (TRANs)

Background:
Every year the District has the opportunity to join the Los Angeles County Schools pooled Financing Program for Tax and Revenue Anticipation Notes (TRANs). The Los Angeles County Office of Education (LACOE) provides the vehicle for districts to pool their TRANs so that they are more marketable and thus have the potential to earn a higher reinvestment spread.

TRANs are a low cost borrowing mechanism that districts can use in order to solve potential cash flow shortages throughout their fiscal year. The way in which TRANs work is that a district sells revenue anticipation notes and then reinvests these proceeds at a higher rate of return. This reinvestment spread is what makes the cost of borrowing for the district lower than if they were to go to a lending institution.

Discussion/Issues:
The TRANs size is based upon the district's projected cash flow for 2019-20. The Bank of New York Mellon Trust Company are the pooled TRANs underwriters' who set the limits for the participating districts.

The District does project a negative cash flow during 2019-20. We anticipate a cash deficit need of up to $24,000,000 due to the timing of November/December State aid payments and receipt of property taxes.

LACOE will deposit the money into the District's bank account in August 2019 and repay half, in January 2020 and the balance in May 2020. The total transaction costs, including issuance costs have historically been approximately 2% less interest earnings.

Fiscal Impact:
The estimated cost of the TRANs is based on 2% of the issuance minus any interest earned. 2% equals $480,000.

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education adopt Resolution 39 Requesting the Issuance of the 2019-2020 Tax and Revenue Anticipation Notes for the District by the Board of Supervisors of the County of Los Angeles, not to exceed $24,000,000, as presented.

RESOLUTION NO. 39

RESOLUTION OF THE BOARD OF EDUCATION OF THE BURBANK UNIFIED SCHOOL DISTRICT REQUESTING THE ISSUANCE OF 2019-2020 TAX AND REVENUE ANTICIPATION NOTES FOR THE DISTRICT BY THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES

WHEREAS, pursuant to Sections 53850 *et seq*., of the Government Code of the State of California (the "Code") contained in Title 5, Division 2, Part 1, Chapter 4, Article 7.6 thereof, on or after the first day of any fiscal year, the Burbank Unified School District (the "District") may borrow money by issuing notes to be designated "Burbank Unified School District 2019-2020 Tax and Revenue Anticipation Notes" (the "Notes") in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District attributable to its fiscal year ending June 30, 2020 (the "Repayment Fiscal Year") for any purpose for which the District is authorized to expend moneys, including but not limited to current expenses, capital expenditures and the discharge of any obligation or indebtedness of the District; and

WHEREAS, Section 53853 of the Code provides that such notes may be issued by the board of supervisors of the county, the county superintendent of which has jurisdiction over the school or community college district on behalf of the school or community college district upon the authority of a resolution of the governing board of the school or community college district; and

WHEREAS, this Board of Education (the "Board of Education"), being the governing board of the District, desires the assistance of the Board of Supervisors of the County of Los Angeles (the "County Board") in connection with the issuance of the Notes; and

WHEREAS, pursuant to the Code, the Notes shall be payable no more than 13 months after the date of issue and the Notes shall be payable only from revenue received or accrued during the fiscal year in which the Notes were issued; and

WHEREAS, pursuant to Section 53856 of the Code, the District may pledge any taxes, income, revenue, cash receipts or other moneys deposited in inactive or term deposits, excepting funds of the District otherwise restricted, to the repayment of the Notes, which shall be issued as a general obligation of the District, and to the extent not paid from the taxes, income, revenue, cash receipts and other moneys of the District pledged for the payment thereof, shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as required by Section 53857 of the Code; and

WHEREAS, the Notes to be issued hereunder in Fiscal Year 2019-2020 when added to the interest payable thereon, may not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from state and federal governments), cash receipts and other moneys of the District which will be available for the payment of principal of the Notes and the interest thereon, as required by Section 53858 of the Code; and

WHEREAS, it may be in the best interests of the District to participate in a Los Angeles County Schools Pooled Financing 2019-2020 Tax and Revenue Anticipation Notes Program (the "Pooled Program") in order to achieve the highest possible rating, the lowest possible interest rate for the Notes and savings in costs of issuance and to improve the marketability of the Notes, and, accordingly, for the Treasurer and Tax Collector of the County of Los Angeles (the "Treasurer and Tax Collector") to provide for the execution and delivery of participation certificates ("Participation Certificates"), evidencing proportionate interests in the Notes for sale to the general public on a pooled basis with the tax and revenue anticipation notes of other school districts and/or community college districts located within the County of Los Angeles (the "County"); and

WHEREAS, the Los Angeles County Office of Education has approved the selection of underwriters who will purchase any Notes issued under the Pooled Program (the "Pooled Program Notes") and the selection of Bond Counsel who will provide the approving opinion on the Notes, and the Board of Education desires to have any Pooled Program Notes or, in the alternative, to have its individual Notes purchased by such underwriters upon such terms as may be approved by an Authorized Officer (as defined in Section 7 below) of the District;

NOW, THEREFORE, this Board of Education hereby determines and resolves as follows:

Section 1. Findings and Determinations. All of the recitals set forth herein are true and correct and this Board of Education so finds and determines.

Section 2. Authorization of Issuance of Notes; Terms of the Notes. This Board of Education hereby authorizes the issuance of its Notes in a principal amount not to exceed $24,000,000 under Section 53850, *et seq*., of the Code to be designated "Burbank Unified School District, 2019-2020 Tax and Revenue Anticipation Notes," the principal amount to be set forth in the Purchase Contract (hereinafter defined) and the Notes. The Notes are to be numbered from one consecutively upward in order of issuance, to be in denominations of $5,000 or any integral multiples thereof, to be dated the date of delivery thereof; to mature (without option of prior redemption) not more than 13 months after their date of issue and to bear interest, payable on the date of maturity (the "Maturity Date") and, if the Maturity Date for such Notes is more than 12 months from the date of issuance, on a date not more than 12 months after their date issuance and on the Maturity Date, all as determined by the Treasurer and Tax Collector and provided for in the Notes, computed on the basis of a 360-day year consisting of twelve 30-day months, at the interest rate or rates determined at the time of sale thereof but not in excess of the maximum rate permitted by law. The Notes may be issued for purchase by the Pooled Program whereby the District and certain other school districts and community college districts (collectively, with respect to any one series of Participation Certificates, the "Participants")

located within the County will simultaneously issue tax and revenue anticipation notes to secure Participation Certificates evidencing proportionate and undivided interests in the Notes and the tax and revenue anticipation notes of the other Participants as provided in Section 7 below.

The principal of and interest on the Notes shall be payable in lawful money of the United States of America at the office of the Treasurer and Tax Collector if such Notes are issued for purchase by the Pooled Program. The Treasurer and Tax Collector is hereby requested to act as a trustee, fiscal agent, dissemination agent and/or presentation agent (the "Fiscal Agent") in connection with the Notes and the Participation Certificates related thereto, and the County may appoint an agent or other third party to perform any or all of such duties.

If the Notes are not issued for purchase by the Pooled Program, the principal of and interest on the Notes shall be payable to the registered owner thereof upon surrender of the Note at the principal office of The Bank of New York Mellon Trust Company, N.A., as certificate agent (the "Certificate Agent") as provided in the Trust Agreement (the "Trust Agreement") to be entered into by and between the County and the Certificate Agent.

Section 3. Form of Notes. The Notes shall be issued in fully registered form, and shall be substantially in the form attached hereto as Exhibit A and by this reference incorporated herein or with appropriate modifications to such form as the Treasurer and Tax Collector may determine and approve. There shall be delivered with the Notes a legal opinion of Hawkins Delafield & Wood LLP, or such other counsel as the Los Angeles County Office of Education may appoint, as bond counsel ("Bond Counsel") respecting the validity of said Notes and the exclusion from gross income of the interest thereon for federal income tax purposes and the exemption of interest thereon from present State of California personal income taxes.

Section 4. Deposit of Note Proceeds; No Arbitrage. The proceeds of sale of the Notes (net of costs of issuance) shall be deposited in or to the credit of the general fund of the District or otherwise as directed by the Authorized Officer to be withdrawn and expended for any lawful purpose for which the District is authorized to expend moneys, including, but not limited to, current expenses, capital expenditures and the discharge of any obligations or indebtedness of the District. The District hereby covenants that it will comply with the requirements of the Tax Certificate to be executed by the District with respect to the Notes and any other instructions requested by or otherwise provided by Bond Counsel.

Section 5. Payment of Notes.

(A) Source of Payment. The principal amount of the Notes, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, the Repayment Fiscal Year and which are lawfully available therefor. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues defined below, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

(B) Pledged Revenues. As security for the payment of the principal of and interest on the Notes, the District hereby pledges from the first unrestricted revenues received by

the District (such pledged amounts being hereinafter called the "Pledged Revenues"), the amounts as fully described in the Purchase Contract and Notes. The term "unrestricted revenues" shall mean taxes, income, revenue, cash receipts, and other money of the District as provided in Section 53856 of the Code, which are intended as receipts for the general fund of the District and which are generally available for the payment of current expenses and other obligations of the District. The principal of the Notes and the interest thereon shall be a first lien and charge against and shall be payable from the moneys received by the District from such Pledged Revenues, as provided by law. Any tax and revenue anticipation notes issued subsequent to the Notes (the "Subordinated Notes") shall be payable from and secured by a lien on unrestricted revenues received or attributable to Fiscal Year 2019-2020 on a basis junior and subordinate in all respects to the lien on the unrestricted revenues received or attributable to Fiscal Year 2019-2020 of the Notes authorized under Section 2 of this District Resolution. The Subordinated Notes shall not mature prior to the Notes or be subject to redemption prior to the maturity of the Notes. No deposit to any account established for the payment of principal of and interest on the Subordinated Notes shall be permitted prior to the deposit in full of each monthly set-aside requirement in the Repayment Fund for the Notes pursuant to Section 5 hereof.

In order to effect the pledge referred to in the preceding paragraph, the District agrees to the establishment of the Repayment Fund (hereinafter defined) and the District agrees to cause to be deposited, and shall request specific amounts from the District's funds on deposit with the Treasurer and Tax Collector for such purpose, directly therein the first unrestricted revenues received by the District in the amounts and on the dates set forth in the Trust Agreement if such Notes are issued for purchase by the Pooled Program or in the Notes if such Notes are issued on a stand-alone basis (each individual month a "Repayment Month" and collectively, the "Repayment Months") and any amount thereafter attributable to the Repayment Fiscal Year, until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date (as specified in the Purchase Contract and Notes) is equal to the principal of and interest due on the Notes at maturity as specified in the Purchase Contract and the Notes; provided, however, that nothing herein shall prohibit or restrict the District from depositing moneys into the Repayment Fund in advance of a Repayment Month.

The District shall and does hereby authorize and instruct that, in the event that there have been insufficient Pledged Revenues received by the District by the third Business Day prior to the last Business Day (as defined in the Trust Agreement) of any Repayment Month (the "Pledge Date") to permit the deposit into the Repayment Fund of the full amount of the Pledged Revenues required to be deposited with respect to such Pledge Date, the Auditor-Controller shall collect the amount of any deficiency for deposit in the Repayment Fund in such amount as may be directed by the Treasurer and Tax Collector from any other unrestricted moneys of the District lawfully available for the payment of the principal of the Notes and the interest thereon on such Pledge Date or thereafter on a daily basis when and as such Pledged Revenues and unrestricted moneys are received by the District or for the account of the District and shall deposit said moneys with the Treasurer and Tax Collector for credit directly to the Repayment Fund.

None of the Pledged Revenues shall be available for the payment of principal of and interest due on any tax and revenue anticipation notes attributable to any Participant other

than the District, and the District acknowledges and agrees that by participation in the Pooled Program or by issuing its Notes on a stand-alone basis, it shall not be entitled to any payment of principal of and interest on the Notes from the moneys of any Participant other than the District.

(C) Intercept Procedure. In accordance with Section 5(B) hereof and to effect the pledge contained in this resolution (the "District Resolution"), the District shall and does hereby authorize and instruct the Los Angeles County Auditor-Controller (the "Auditor-Controller") to intercept Pledged Revenues as set forth in Notes and the Trust Agreement, and place such amounts on deposit each Repayment Month with the Treasurer and Tax Collector directly in the Repayment Fund held by the Fiscal Agent with a designation to the Certificate Agent of the amounts to be credited for the District. Upon such deposit, such funds will not be available to the District.

(D) Deposit of Pledged Revenues in Repayment Fund. The Pledged Revenues shall be held by the County in a separate and special fund designated as the "Burbank Unified School District, 2019-2020 Tax and Revenue Anticipation Notes Repayment Fund" (herein called the "Repayment Fund") and the County will administer the Pledged Revenues through and including the Maturity Date of the Notes and apply such funds as directed in this District Resolution. Any moneys deposited in the Repayment Fund shall be for the sole benefit of the owners of the Notes and until the Notes and all interest thereon are paid, or until provision has been made for the payment of the principal of the Notes and all interest thereon in accordance with their terms, the moneys in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is created. The Treasurer and Tax Collector is directed to deposit all Pledged Revenues subject to deposit as provided in this Section 5(D) when and as received directly into the Repayment Fund, without further instruction by the District. From the dates of receipt by the Treasurer and Tax Collector of any of the Pledged Revenues subject to such deposit, the District shall have no right, title or interest therein.

(E) Disbursement and Investment of Moneys in Repayment Fund. All Pledged Revenues shall be deposited into the Repayment Fund upon receipt. After such date as the amount of Pledged Revenues on deposit in the Repayment Fund shall be sufficient to pay in full the principal of and interest on the Notes, when due, any moneys in excess of such amount remaining in or accruing to the Repayment Fund shall be transferred to the general fund of the District or otherwise as directed by the Authorized Officer. On the Maturity Date of the Notes, the moneys in the Repayment Fund shall be used, to the extent necessary, to pay the principal of and interest on the Notes.

Moneys in the Repayment Fund, to the greatest extent possible, shall be invested in Permitted Investments (as defined in the Trust Agreement) as directed by the Treasurer and Tax Collector or by the Authorized Officer in consultation with the Los Angeles County Office of Education. The Treasurer and Tax Collector (who is hereby designated as agent of the District for these purposes) is hereby requested to invest and/or to direct the investment of the proceeds of the Notes and the Participation Certificates and any other funds held under the Trust Agreement in accordance with the Trust Agreement and County policy governing the investment of such funds.

(F) Defaults in the Repayment of the Notes. If the Notes are not paid when due or are paid in whole or in part by a draw under or claim upon a form of credit support for the Notes or a series of Participation Certificates ("Credit Enhancement") which draw or claim is not fully reimbursed on such date, they shall become Defaulted Notes (as defined in the Trust Agreement), and the unpaid portion thereof (or the portion thereof with respect to which Credit Enhancement applies for which reimbursement on a draw or claim has not been fully made) shall be deemed outstanding and shall continue to bear interest at the default rate specified in the Trust Agreement (the "Default Rate"). If the Notes are not secured by Credit Enhancement in whole or in part and are not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Enhancement applies which is unpaid), including the respective series of Participation Certificates, shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Notes or unpaid Notes shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to the Repayment Fiscal Year as provided in Section 5(B) above.

Section 6. Execution of Notes. The District hereby requests the Treasurer and Tax Collector, or his designated deputy, and the appropriate officers of the County Board to execute the Notes by their manual or facsimile signatures and to affix a facsimile of the seal of the County thereon. Said officers shall be authorized to cause the blank spaces thereof to be filled in prior to initial delivery as may be appropriate. The District's approval of the information set forth therein shall be conclusively evidenced by the execution of the District's Note by the Treasurer and Tax Collector.

Section 7. Approval of Sale of Notes. This Board of Education hereby delegates to the President or Chairperson, as applicable, of the Board of Education, to the Superintendent, Assistant Superintendent for Fiscal Services, Business Manager or Chief Business Officer of the District, as the case may be, or such other authorized person (each, an "Authorized Officer"), the right, on behalf of the District, to elect to have the District participate in the Pooled Program or to have the Notes issued on a stand-alone basis. Such election shall be conclusively evidenced by the execution of the District's Note by the Treasurer and Tax Collector. In case any officer whose signature shall appear on any Notes shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Treasurer and Tax Collector shall, within the limitations set forth below, be authorized and directed, on behalf of the District, to enter into a contract of purchase (the "Purchase Contract") with the Underwriters (hereinafter defined) for the purchase of the Notes and the respective series of Participation Certificates. In connection with the Pooled Program, the Los Angeles County Office of Education, with the concurrence of this District, has appointed RBC Capital Markets, LLC, as representative of itself and any co-underwriter the Los Angeles County Office of Education may appoint as underwriters (collectively, the "Underwriters").

The tax and revenue anticipation notes of the Pooled Program shall be deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes and the tax and revenue anticipation notes of the other Participants in such series, if any. The Notes, if such Notes are issued on a stand-alone basis, shall be

deposited into a trust to be established under and pursuant to the Trust Agreement, creating a trust estate, which shall contain the Notes. It is hereby recognized, acknowledged and agreed that the Certificate Agent appointed pursuant to the Trust Agreement may execute and deliver a Series of Participation Certificates on behalf of the District and the other Participants of such Series, each representing the proportional, undivided ownership interest of the registered owner thereof in the Notes of the Pooled Program related to such Series of Participation Certificates. The District agrees to recognize each registered owner of the related Series of Participation Certificates as the beneficial owner of its Notes to the extent of such registered owner's proportional, undivided interest in the Notes. The Authorized Officer is hereby authorized to execute and deliver any documents and to take such other action as may be necessary or proper to carry out the interest of the provisions hereof. The participation by the District in the Pooled Program and the execution and delivery of a Series of Participation Certificates under the Trust Agreement shall not cause the District to be liable for payments of principal of or interest on the tax and revenue anticipation notes attributable to any other Participant.

Section 8. Authorization and Approval of Preliminary Official Statement and Official Statement. The Underwriters are hereby authorized to prepare a Preliminary Official Statement and an Official Statement relating to the Notes and the Pooled Program. Each Authorized Officer is hereby authorized and directed to provide to the Underwriters such information relating to the District as the Underwriters shall reasonably request in connection with the preparation of and for inclusion in the Preliminary Official Statement and the Official Statement. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement, except for certain omissions permitted by Rule 15c2-12 of the Securities and Exchange Commission (the "SEC") promulgated under the Securities Exchange Act of 1934, as amended (the "Rule"), is hereby deemed "final" within the meaning of the Rule; provided that no representation is made by the District as to the information contained in the Preliminary Official Statement relating to the other Participants or any municipal bond insurer.

If, at any time prior to the execution of the Purchase Contract by the County, any event occurs as a result of which the information contained in the Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters. If, at any time subsequent to the execution of the Purchase Contract by the County and prior to the "end of the underwriting period" (as defined in the Rule), any event occurs as a result of which the information contained in the Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriters. If, in the opinion of the Underwriters, such event requires the preparation and distribution of a supplement or amendment to the Preliminary Official Statement or Official Statement, the District shall prepare and furnish to the Underwriters, at the expense of the District, such number of copies of the supplement or amendment to the Preliminary Official Statement or Official Statement, as applicable, in form and substance mutually agreed upon by the District and the Underwriters, as the Underwriters may reasonably request.

Section 9. Representations and Warranties.

(A) The District is a validly existing school district or community college district under the Constitution and laws of the State, with the right and power to execute, deliver and perform its obligations under this District Resolution.

(B) The performance of the District's obligations under this District Resolution and compliance with the provisions hereof by the District do not and will not conflict with or constitute on the part of the District a breach of, or a default under, the Constitution of the State, any existing law, charter, ordinance, regulation, decree, order or resolution, or any agreement, indenture, mortgage, lease or other instrument, to which the District is subject or by which it is bound.

(C) No action, suit, proceeding or investigation is pending or threatened against the District in any court or before any governmental authority seeking to restrain or enjoin the execution or delivery of or in any way contesting or affecting the validity of this District Resolution or the receipt or application of the Pledged Revenues pledged to pay the Notes or contesting the powers of the District to participate in the financing represented by the Participation Certificates.

(D) The maximum aggregate principal amount of the Notes, when added to the interest payable thereon, shall not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including but not limited to revenue from the State and federal governments), cash receipts and other moneys of the District which will be available for the payment of the Notes and interest thereon as required by Section 53858 of the Act.

(E) The District, for the purpose of evidencing compliance with the provisions of Section 42133 of the California Education Code, has not filed its Fiscal Year 2018-2019 interim financial reports with a qualified or negative certification pursuant to Education Code Section 42131(a)(1) and the Superintendent of Schools has not classified the District's interim financial reports for such fiscal year to be qualified or negative pursuant to Education Code Section 42131(a)(2); provided, however, that if the District has a qualified or negative certification with respect to an interim financial report for Fiscal Year 2018-2019, the District shall provide to Bond Counsel the written determination by the County Superintendent of Schools that the repayment of the Note is probable pursuant to Section 42133 of the Education Code prior to the issuance of the Notes.

(F) The District has funded its Reserve for Economic Uncertainties for Fiscal Year 2018-2019 and shall fund its Reserve for Economic Uncertainties for Fiscal Year 2019-2020 in at least the minimum amount recommended by the State Superintendent of Public Instruction and Los Angeles County Office of Education.

Section 10. Continuing Disclosure.

(A) As required by the Rule, the District covenants with the beneficial owners of the Notes and the related Series of Participation Certificates that it will, and hereby authorizes its appropriate officers and employees to provide or cause to be provided, in a timely manner not in excess of ten (10) Business Days after the occurrence of such Listed Event (hereinafter defined), for the benefit of the beneficial owners of the Notes and the related Series of

Participation Certificates, notice of any of the following Listed Events to the MSRB through its EMMA System with respect to its Notes:

(1) principal and interest payment delinquencies.

(2) non-payment related defaults, if material.

(3) modifications to rights of holders, if material.

(4) Bond calls, if material and tender offers.

(5) defeasances.

(6) rating changes with respect to the related Series of Participation Certificates.

(7) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (Internal Revenue Service Form 5701-TEB) or other material notices of determinations with respect to the tax status of the Notes and the related Series of Participation Certificates, or other material events affecting the tax status of the Notes and the related Series of Participation Certificates.

(8) unscheduled draws on the debt service reserves reflecting financial difficulties.

(9) unscheduled draws on the credit enhancements reflecting financial difficulties.

(10) release, substitution or sale of property securing repayment of the Notes and the related Series of Participation Certificates, if material.

(11) bankruptcy, insolvency, receivership or similar event of the District (such event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under State or federal law in which a court or government authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District);

(12) substitution of credit or liquidity providers, or their failure to perform with respect to its Note and the related Series of Participation Certificates;

(13) the consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

(14) appointment of a successor or additional Certificate Agent or the change of name of a Certificate Agent, if material;

(15) incurrence of a Financial Obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the District, any of which affect Note holders, if material; and

(16) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the District, any of which reflect financial difficulties.

Unless otherwise required by the MSRB or the SEC, all notices, documents and information provided to the MSRB shall be provided to the EMMA System (hereinafter defined), the current internet address of which is http://emma.msrb.org. All notices, documents and information provided to the MSRB shall be provided in an electronic format as prescribed by the MSRB and shall be accompanied by identifying information as prescribed by the MSRB.

Notwithstanding any other provision herein, failure of the District to perform in accordance with this Section 10(A) shall not constitute a default under this District Resolution and may be enforced only as provided in this Section 10.

(B) Each Listed Event Notice shall be so captioned and shall prominently state the title, date and CUSIP numbers of the affected Participation Certificates and the Participant or Participants for which such Listed Event is applicable.

(C) Except as otherwise described in the Official Statement, the District represents that in the last five years, it has not failed to comply in any material respect with any previous undertaking in a written contract or agreement specified in paragraph (b)(5)(i) of the Rule.

(D) (1) This Section 10 may be amended by the District without the consent of the holders of the Notes and the related Series of Participation Certificates (except to the extent required under clause (d)(ii) below), if all of the following conditions are satisfied: (a) such amendment is made in connection with a change in circumstances that arises from a change in legal (including regulatory) requirements, a change in law (including rules or regulations) or in interpretations thereof, or a change in the identity, nature or status of the District or the type of business conducted thereby; (b) this Section 10 as so amended would have complied with the requirements of the Rule as of the date of this District Resolution, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; (c) the District shall have delivered to the County and the Certificate Agent an

opinion of Bond Counsel, addressed to the District, the County and the Certificate Agent, to the same effect as set forth in clause (b) above; (d) either (i) the District shall have delivered to the County and the Certificate Agent an opinion of Bond Counsel or a determination by an entity, in each case unaffiliated with the District (such as Bond Counsel, the County or the Certificate Agent), addressed to the District, the County and the Certificate Agent, to the effect that the amendment does not materially impair the interests of the holders of the Notes and the related Series of Participation Certificates or (ii) the holders of the Notes and the related Series of Participation Certificates consent to the amendment to this Section 10 pursuant to the same procedures as are otherwise required for amendments to this District Resolution with consent of holders of the Notes and the related Series of Participation Certificates pursuant to this District Resolution as in effect at the time of the amendment, and (e) the District shall have delivered copies of such opinion(s) and amendment to the EMMA System.

(2) This Section 10 may be amended and any provision of this Section 10 may be waived, by written agreement of the parties, without the consent of the holders of the Notes and the related Series of Participation Certificates, if all of the following conditions are satisfied: (a) an amendment to the Rule is adopted, or a new or modified official interpretation of the Rule is issued, after the effective date of this District Resolution which is applicable to Section 10 of this District Resolution, (b) the District shall have delivered to the County and the Certificate Agent an opinion of Bond Counsel, addressed to the District, the County and the Certificate Agent, to the effect that performance by the District, the County and the Certificate Agent under this Section as so amended will not result in a violation of the Rule and (c) the District shall have delivered copies of such opinion and amendment to the EMMA System.

(3) This Section 10 may be amended, without the consent of the holders of the Notes and the related Series of Participation Certificates, if each of the following conditions are satisfied: (a) the District shall have delivered to the Certificate Agent an opinion of Bond Counsel, addressed to the District and the Certificate Agent, to the effect that the amendment is permitted by rule, order or other official pronouncement, or is consistent with any interpretive advice or no-action positions of staff of the SEC, and (b) the Certificate Agent shall have delivered copies of such opinion and amendment to the EMMA System.

(E) (1) The provisions of this Section 10 shall inure solely to the benefit of the holders from time to time of the Notes and the related Series of Participation Certificates, except that beneficial owners of the Notes and the related Series of Participation Certificates shall be third-party beneficiaries of this Section 10.

(2) Except as provided in this Section 10(E)(2), the provisions of this Section 10 shall create no rights in any person or entity. The obligations of the District to comply with the provisions of this Section 10 shall be enforceable in the case of enforcement of obligations to provide notices, by any Registered Owner of outstanding Participation Certificates, or by the Fiscal Agent and Certificate Agent on behalf of the Registered Owners of outstanding Participation Certificates; *provided, however*, that the Fiscal Agent and Certificate Agent shall not be required to take any enforcement action except at the direction of the Registered Owners of not less than a majority in aggregate principal amount of the related Series of Participation Certificates at the time outstanding who shall have provided the Certificate

Agent with adequate security and indemnity. The Registered Owners', Fiscal Agent's and Certificate Agent's rights to enforce the provisions of this Section 10 shall be limited solely to a right, by action in mandamus or for specific performance, to compel performance of the District's obligations under this Section. In consideration of the third-party beneficiary status of beneficial owners of Participation Certificates pursuant to Section 10(E)(1) of this Section, beneficial owners shall be deemed to be Registered Owners of Participation Certificates for purposes of this Section 10(E).

(F) For the purposes of this District Resolution, unless the context otherwise requires, the terms defined in this Section 10(F) shall, for all purposes of this District Resolution, have the meanings specified herein:

"Bond Counsel" means an attorney or firm of attorneys of nationally recognized standing in matters pertaining to the validity of, and tax-exempt nature of interest on, obligations issued by states and their political subdivisions.

"Business Day" means any day of the year other than Saturday or Sunday or any day on which banks in New York, New York or Los Angeles, California are not authorized or obligated by law or executive order to close and on which the New York Stock Exchange is not closed.

"EMMA System" means the MSRB's Electronic Municipal Market Access system or any other repository so designated by the MSRB or the SEC.

"Financial Obligation" means "financial obligation" as such term is defined in the Rule.

"Listed Event" means any of the events with respect to the Notes, set forth in Section 10(A) above.

"Listed Event Notice" means a notice of a Listed Event.

"MSRB" means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934, or any successor thereto or to the functions of the MSRB contemplated herein.

"Register" means the book or book of registration kept by the Registrar in which are maintained the names and addresses and principal amounts registered to each Registered Owner.

"Registered Owner" means the Person in whose name a Participation Certificate is registered on the Register.

"Registrar" means the Certificate Agent, or a substitute Registrar.

"Rule" shall mean Rule 15c2-12(b)(5) adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

"SEC" means the Securities and Exchange Commission of the United States of America.

Section 11. Delivery of Notes. The proper officers of the County Board are hereby requested to deliver the Notes to the Treasurer and Tax Collector upon payment therefor in accordance herewith and in accordance with the terms of the Purchase Contract executed in connection with the Notes or the Participation Certificates, as appropriate, and the Trust Agreement. All actions heretofore taken by the officers and agents of the District and the County Board with respect to the Notes are hereby approved, confirmed and ratified, and the officers of the District and the County Board are hereby authorized and directed to do any and all things and take any and all actions including but not limited to those described herein, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with this District Resolution and any resolutions hereafter adopted by this Board of Education.

Section 12. Non-Negotiability of Notes. In the event that the Authorized Officer shall elect to issue the District's Notes within the Pooled Program, such Notes shall be deposited with the Certificate Agent and maintained in trust until their scheduled maturity and payment in full. The Notes shall not be transferable or assignable by the Certificate Agent. Notwithstanding the foregoing, in the event that the Notes should be lost, stolen, destroyed or mutilated prior to their stated maturity, the District shall cause to be issued a new Note or Notes of the same tenor, term and maturity as the original to replace the same upon such reasonable terms and conditions, including the payment of costs and the posting of a surety bond, as may from time to time be determined and prescribed by the Authorized Officer in consultation with the Los Angeles County Office of Education.

Section 13. Authorization for Credit Enhancement. This Board of Education acknowledges and agrees that the District shall be obligated to pay the District's *pro rata* share of the cost or the cost, respectively, of any Credit Enhancement required for the Pooled Program or the District in the event the District issues its Notes on a stand-alone basis, respectively, and this Board of Education specifically finds and determines that the acquisition of such Credit Enhancement will benefit the District by reducing the interest cost associated with the Notes. The Authorized Officer is hereby authorized and directed to execute such reimbursement or other financing agreement as may be necessary in order to obtain said Credit Enhancement for the District's participation in the Pooled Program or for the District if the Notes are issued on a stand-alone basis, and the District agrees to perform its obligations pursuant to such reimbursement or other financing agreement.

Section 14. Authorization to Attest. Any Authorized Officer or the Clerk of the Board of Education, or designee thereof, is hereby authorized and directed to attest to the signature of any other Authorized Officer, whenever required or advisable for the transactions contemplated by this District Resolution. Each Authorized Officer is authorized and directed to execute and attest such further documents, instruments and certificates as may be deemed necessary or advisable by Bond Counsel in order to accomplish the purposes of this District Resolution.

Section 15. Further Actions Authorized. It is hereby covenanted that the District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes and other revenues pledged under this District Resolution in accordance with the law and for carrying out the provisions of this District Resolution. The Authorized Officers, and other officers and staff of the District are hereby directed to take such further action as may be necessary to carry out the intent and purpose of this District Resolution and to execute and deliver any and all agreements, certificates and other documents that they or Bond Counsel may deem necessary or advisable to effectuate the purposes of this District Resolution without further approval of this Board of Education.

Section 16. Costs and Expenses. The District covenants and agrees to pay its *pro rata* share of the costs and expenses incurred in connection with the execution and delivery of the Notes, the Participation Certificates and the administration of the Pooled Program, in the event that its Authorized Officer should elect to issue the Notes.

Section 17. Indemnification of Certificate Agent. The District shall indemnify, to the extent permitted by law, the Certificate Agent and its officers, directors, agents and employees for losses, costs, expenses (including, without limitation, legal fees and expenses), suits, damages, judgments and liabilities incurred by the Certificate Agent under this District Resolution and the Trust Agreement not resulting from the Certificate Agent's own gross negligence or willful misconduct.

Section 18. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 5 hereof and the County is not liable for payment on the Notes or any other obligation of the District hereunder.

Section 19. Effective Date. This Resolution shall become effective upon its adoption by the Board of Education.

PASSED AND ADOPTED by the Board of Education of the Burbank Unified School District on this June 20, 2019, by the following vote:

AYES: ___

NOES: ___

ABSENT: ___

President of the Board of Education of the
Burbank Unified School District

ATTEST:

Clerk of the Board of Education of the
Burbank Unified School District

EXHIBIT A

FORM OF 2019-2020 TAX AND REVENUE ANTICIPATION NOTE

BURBANK UNIFIED SCHOOL DISTRICT
COUNTY OF LOS ANGELES
STATE OF CALIFORNIA
2019-2020 TAX AND REVENUE ANTICIPATION NOTE

No. R-__ Maturity Date: _____, 2020

Principal Amount: $_____ Interest Rate: ____%

FOR VALUE RECEIVED, the BURBANK UNIFIED SCHOOL DISTRICT (the "District"), County of Los Angeles, State of California, acknowledges itself indebted to and promises to pay to the [TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES][Registered Owner] the Principal Amount stated above in lawful money of the United States of America, on the Maturity Date stated above, together with interest thereon at the Interest Rate stated above, calculated on the basis of a 360-day year of twelve 30-day months, in like lawful money of the United States of America from the date hereof until maturity. The principal of and interest due at maturity on this Note shall be payable only upon surrender of this Note as the Note shall fall due.

It is hereby certified, recited and declared that this Note is made, executed and given pursuant to and by authority of a resolution duly passed and adopted by the Board of Education of the District, and of a resolution duly passed and adopted by the Board of Supervisors of the County of Los Angeles, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5, of the California Government Code, and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or laws of the State of California.

The Principal Amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District during, or are attributable to, Fiscal Year 2019-2020 and which are lawfully available therefor. The District has pledged certain unrestricted revenues the ("Pledged Revenues") to the payment of principal of the Notes and interest thereon on the dates and in the amounts set forth in the Trust Agreement, dated as of August 1, 2019 by and between the County of Los Angeles and The Bank of New York Mellon Trust Company, N.A., as Certificate Agent, as security for the Notes. The Notes shall be a general obligation of the District, and to the extent the Notes are not paid from the Pledged Revenues, the Notes shall be paid with interest thereon from any other moneys of the District lawfully available therefor, as provided herein and by law.

In the event of the nonpayment of this Note on the Maturity Date hereof, the balance due shall accrue interest at a default rate of one and one-half percent (1.5%) per annum above the next Business Day, 1-Year Treasury Constant Maturities yield in Federal Reserve Statistical Release H-15 (or successor publication) and the first Business Day of each month thereafter until paid in full. Such interest to be calculated based on a 360-day year of twelve 30-day months.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Note to be executed by its Chair and by the Treasurer and Tax Collector of the County of Los Angeles and countersigned by the Executive Officer-Clerk of the Board of Supervisors, or their duly designated deputies, which signatures may be facsimile signatures (provided that one of such signatures must be manually affixed) and has caused a facsimile of its official seal to be printed hereon this ___ day of August, 2019.

By: _____
Chair

By: _____
Treasurer and Tax Collector

Countersigned:

By: _____
Executive Officer-Clerk of
the Board of Supervisors

ASSIGNMENT

For value received, the undersigned do(es) hereby sell, assign and transfer unto The Bank of New York Mellon Trust Company, N.A., acting as Certificate Agent, the within Note and do(es) hereby irrevocably constitute and appoint _____ as the undersigned's attorney to transfer such Note on the registration books of the Certificate Agent, with full power of substitution in the premises.

TREASURER AND TAX COLLECTOR OF THE COUNTY OF LOS ANGELES

Dated: _____, 201_ _____

Note: The signature(s) to this Assignment must correspond with the name(s) as written on the face of the within Certificate in every particular, without alteration or enlargement or any change whatsoever.

Social Security Number,
Taxpayer Identification Number
or other Identifying Number of Assignee:

_____

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	June 20, 2019
SUBJECT:	Second Reading and Adoption of Proposed 2019-2020 Budget

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Background:

The Burbank Unified School District must prepare an annual budget for the fiscal year July 1 through June 30 which must be reviewed and approved and submitted to LA County Office of Education on or before July 1 of the fiscal year (LACOE has always asked for it by June 30). This budget is based upon assumptions regarding projected enrollment and state and federal funding among other factors. Once adopted by the Board of Education, the adopted budget is submitted to the County Office of Education for review and approval before forwarding to the State Department of Education.

Discussion/Issues:

The Board of Education will conduct a public hearing on the 2019-2020 Budget of the District for the year ending June 30, 2019 at the June 12, 2019 Board meeting, prior to Final Adoption on June 20, 2019 as required by Education Code Section 42103 and 52062.

Fiscal Impact:

There is no fiscal impact in adopting the budget. However, not having a budget adopted by the statutory time lines would lead to the County office withholding funding until it is received, including payroll.

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, will facilitate a second reading of the proposed budget for the 2019-2020 fiscal year and recommends that the Board of Education adopt the 2019-2020 budget, as presented.



Office of Administrative Services
2018-19 ESTIMATED ACTUALS AND
2019-20 PROPOSED ADOPTED BUDGET

Revenue Assumptions

The following revenue assumptions are for Estimated Actuals 2018-19, the proposed budget 2019-20 and the multi-year projection 2020-21 and 2021-22.

The 2018-2019 Estimated Actuals budget is based on average daily attendance (ADA), which for Burbank USD is 14,648.59.

The proposed budget for 2019-2020 as well as the multi-year projection for fiscal years 2020-2021 and 2021-22, the revenue projection remains conservative and in line with Burbank's historical trends with flat enrollment. The projected ADA in 2019-2020, 2020-21 and 2021-22 is 14,688.64.

Projected ADA – based on 96% of Enrollment

2018-19	2019-20	2020-21	2021-22
14,648.59	14,688.64	14,688.64	14,688.64

The District receives revenue from four sources. Shown in the following table are the estimates from the current fiscal year, 2018-19, proposed 2019-20 budget, and projected years 2020-21 and 2021-22.

REVENUE SOURCES	Estimated Actuals 2018-19	Proposed Budget 2019-20	Projected Budget 2020-21	Projected Budget 2021-22
LCFF Source Revenues	$133,012,982	$138,940,768	$142,998,305	$146,876,329
Federal Revenues	$6,178,342	$5,785,392	$5,785,392	$5,785,392
Other State Revenues	$17,128,734	$14,498,333	$14,006,303	$14,006,303
Other Local Revenues	$6,498,397	$2,580,721	$2,580,721	$2,580,721
Total	$162,818,455	$161,805,214	$165,370,721	$169,248,745

The details of revenue projections is as follows:
Local Control Funding Formula Revenue (LCFF) is comprised of:

- State Aid

Grade	Base Grant Rate per ADA
K-3	$8,503
4-6	$7,818
7-8	$8,050
9-12	$9,572

- Property Taxes and other local revenue
    - Projected Property and other local revenue for 2018-19, 2019-20, 2020-21 and 2021-22: $48,484,571
- Education Protection Account (EPA) is received quarterly during the months of September, December, March and June. The District will pay certificated salaries and related benefits as the appropriate use of this funding.
    - Projected EPA funding for 2018-19, 2019-20, 2020-21, 2021,22: $22,203,618
- Supplemental Grant
    - Based on the percentage of unduplicated students.

Unduplicated pupil count which provides Supplemental and Concentration grant funding is made up of the following student population:

- English Learners
- Students who receive free or reduced price meals
- Foster Youth

In order to receive Supplemental Grant funding Districts need to have an unduplicated pupil count of 20%. In order to receive Concentration Grant funding Districts needs to have an unduplicated pupil count of 50%. Burbank USD's projected unduplicated count is as follows:

- Projected Unduplicated pupil count Supplement Grant funding:
  - 2018-19 – 39.64% Unduplicated count - $9,746,702
  - 2019-20 – 40.53% Unduplicated count - $10,328,113
  - 2020-21 – 40.24% Unduplicated count - $10,561,945
  - 2021-22 – 39.91% Unduplicated count - $10,768,394

In past fiscal years, the State gave additional "Gap funding" to restore base funding to districts to what Districts received in 2008 before the great recession. The difference between a districts current funding and its target entitlement is called LCFF gap funding. The State has fully funded LCFF in the current fiscal year 2018-19. For the 2019-20 year, all Districts including BUSD will no longer receive gap funding, only a Cost of Living Adjustment (COLA).

Cost of Living Adjustments (COLA) is applied to the base grant of LCFF revenue.

2018-19	2019-20	2020-21	2021-22
3.70%	3.26%	3.00%	2.80%

Lottery Projections are as follows:

	2018-19 14,648.59 ADA	2019-20 14,688.64 ADA	2020-21 14,688.64 ADA	2021-22 14,688.64 ADA
Unrestricted @ $151 per ADA	$2,211,937	$2,217,984	$2,217,984	$2,217,984
Restricted @ $53 per ADA	$776,375	$778,497	$778,497	$778,497

- One-Time funding was received in 2018-19. $184 per ADA - $2,695,340. In the proposed 2019-20 and multi-year projection for 2020-21 and 2021-22, there is no one time funding projected to be received by the State.
- Federal funding – fluctuates from 2018-19 to 2019-20 and is projected to remain flat for 2020-21 and 2021-22. Below is a table that shows our projected restricted general fund allocations:

	2018-19	2019-20	2020-21	2021-22
Title I	$2,060,325	$1,726,764	$1,726,764	$1,726,764
Title II	$332,711	$297,914	$297,914	$297,914
Title III IE	$38,674	$57,323	$57,323	$57,323
Title III EL	$248,393	$170,245	$170,245	$170,245
Title IV	$111,031	$111,031	$111,031	$111,031
Perkins	$77,337	$76,715	$76,715	$76,715

Restricted Grant Funding:

- **CTE – Career Technical Education**
  - This is formally known as ROP. We no longer receive ROP grant funding, however, BUSD contributes from the general fund to CTE. In 2018-19 the General fund contribution was $870,000. For the proposed 2019-20 budget and subsequent years, the contribution will now be $820,000.
- **CTIEG – Career Technical Education Incentive Grant Program**
  - The California Career Technical Education Incentive Grant (CTEIG) program is established as a State education, economic, and workforce development initiative with the goal of providing students in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education.

- Allocation is carry over from prior fiscal years and not a new allocation. However, it is projected to be fully spent in 2019-20 with no new funding released by the State in future years.

- **ASES – After School Education and Safety Grant**
  - Provides funds to districts that collaborate with community partners to provide safe and educationally enriching alternatives for students after school. BUSD partners with the Boys and Girls Club of Burbank who provide this service.
  - We apply and receive ASES allocation annually.
- **Classified School Employee Professional Development Grant**
  - One-time funds to support the professional development of classified school employees. There are no State required reporting or spending deadlines for these funds. We received in 2018-19 and will be spending in 2019-20**.**
  - It is projected to be fully spent in 2019-20 with no new funding released by the State in future years**.**
- **Classified School Employee Summer Assistance Grant**
  - The Classified School Employee Summer Assistance Program (CSESAP) provides up to a dollar for dollar match on amounts withheld from BUSD participating classified school employees' monthly paychecks during the 2019-20 school year. The classified employees' pay withheld and the state match funds will be paid by the District to the Districts participating and eligible employees in the summer months following the 2019-20 school year.
  - BUSD can elect to apply each year the grant is offered. This is the first year of the grant.
- **Low Performing Student Block Grant**
  - Provides funds for LEAs serving students identified as low-performing on state English language arts (ELA) or math assessments, who are not otherwise identified for supplemental grant funding under the LCFF, or eligible for special education services.
  - Half of BUSDs awarded allocation was received in 2018-19. However, it will be spent in 2019-20. The balance of the grant will be received in 2019-20 and will be spent in 2020-21 with no new funding released by the State in future years.

Program	2018-19	2019-20	2020-21	2021-22
CTE	$870,000	$820,000	$820,000	$820,000
CTIEG	$673,966	$434,779	$ -0-	$ -0-
ASES	$557,043	$557,043	$557,043	$557,043
Classified School Employee PD Grant	$89,433	$ -0-	$ -0-	$ -0-
CSEA Summer Assistance Grant	$ -0-	$451,050	$ -0-	$ -0-
Low Performing Student Block Grant	$492,030	$492,030	$ -0-	$ -0-

Mandated Costs Block Grant Revenue

The District, authorized by the Board of Education, continues to participate in the Mandated Block Grant offered by the State, which will reimburse by ADA rather than actual forms for each mandate. The following is a chart of assumptions used per ADA for estimated actuals, the proposed budget and projected budgets in the multi-year projection:

Fiscal Year	Grade K-8 ADA	Grade 9-12 ADA	Total Projected Allocation
2018-19	$31.16 @ 9,443.16 ADA	$59.83 @ 5,205.43 ADA	$605,690
2019-20	$32.18 @ 9,445.19 ADA	$61.94 @ 5,243.45 ADA	$628,726
2020-21	$33.15 @ 9,445.19 ADA	$63.80 @ 5,243.45 ADA	$647,640
2021-22	$34.08 @ 9,445.19 ADA	$65.59 @ 5,243.45 ADA	$668,810

Special Education AB602
The District will continue to budget at the same level of funding from our SELPA.

Expenditure Assumptions

The following expenditure assumptions are for Estimated Actuals 2018-19, the proposed budget 2019-20 and the multi-year projection 2020-21 and 2021-22.

Unrestricted and Restricted Overview:

EXPENDITURE CATEGORIES	Estimated Actuals 2018-19	Proposed Budget 2019-20	Projected Budget 2020-21	Projected Budget 2021-22
Certificated Salaries	$76,017,253	$75,008,762	$76,002,905	$76,644,104
Classified Salaries	$27,535,750	$28,118,072	$28,541,895	$28,965,718
Employee Benefits	$36,322,907	$37,989,620	$40,473,821	$42,566,937
Books, Supplies	$8,347,159	$3,291,302	$2,755,967	$2,450,512
Services/Other Operations	$17,280,371	$15,614,550	$15,466,940	$15,576,789
Capital Outlay	$1,083,785	$186,875	$-0-	$-0-
Other Outgo	$2,010,493	$1,914,797	$1,779,905	$1,875,875
Total	$168,597,718	$162,123,978	$165,021,433	$168,079,935

Salary step and column – Each employee is hired at a certain salary range which is known as step and column. Employees, depending on experience & degrees held, move within that negotiated salary step and column. The amounts below are the estimated costs of step and column movement for Estimated Actuals, proposed budget and the multi-year projection:

	2018-19	2019-20	2020-21	2021-22
BTA Step Increase	$816,611	$816,611	$816,611	$816,611
CSEA Step Increase	$469,469	$469,469	$469,469	$469,469
BASA Step Increase	$115,458	$115,458	$115,458	$115,458
BTA Column	$100,000	$100,000	$100,000	$100,000

Employee Salary, Benefits and Statutory Benefits

- Health and welfare has been calculated for Estimated Actuals. For the proposed budget and the multi-year projection, and an increase of 2% has been projected.
- The District will continue to pay retiree benefits up to the district cap of $12,000.
- OPEB (GASB) current year contributions will stop for fiscal year 2017-18 and pay-as-you-go will continue with a cap of $1,165,000. Expenditures exceeding $1,165,000 will be paid from Trust fund 71.0 until the trust is spent down to a minimum of $5.5M per board approval on June 7, 2018.
- Two teachers were added in 2017-18 and 2018-19 for the next grade of the two Dual Immersion programs (Disney & McKinley), with one final teacher in 2019-20 (McKinley).
- Assistant Principal at Luther position will not be filled.

Below is a table representing the contribution obligation to statutory benefits:

	2018-2019	2019-2020	2020-2021	2021-2022
PERS	18.062%	20.73%	23.60%	24.90%
STRS	16.28%	16.70%	18.10%	17.80%
OASDI	6.20%	6.20%	6.20%	6.20%
SUI	0.050%	0.050%	0.050%	0.050%
APPLE	3.75%	3.75%	3.75%	3.75%
MEDICARE	1.45%	1.45%	1.45%	1.45%
W/C	3.2%	2.77%	2.77%	2.77%

STRS/PERS

The following table represents the amount BUSD's contribution increases with each year's percentage increase:

	2018-2019	2019-2020	2020-2021	2021-2022
PERS	18.062%	20.73%	23.60%	24.90%
Total Contribution	$4,904,248	$5,848,849	6,648,605	7,001,967
STRS	16.28%	16.70%	18.10%	17.80%
Total Contribution	$12,089,745	$12,539,728	$13,603,769	$13,373,837

Consumer Price Index (CPI) is applied to unrestricted supplies (object code 4000-4999) and Services (object code 5000-5999). This includes utilities, water, electricity and gas. Below is the annual percentage:

2018-19	2019-20	2020-21	2021-22
2.71%	3.38%	3.16%	3.05%

Other Expenditures

- LACOE is converting their financial system PeopleSoft to BEST and they have prorated the fees for the district beginning 2017-18 of $105,670 per year. The districts implementation is scheduled for 2019-20.
- The City of Burbank has advised the District that the District will have to run and pay for our Board of Education election. The Adopted Budget and multiyear projection reflect the additional expenditure of $161,000 in anticipation of these costs in year 2019-20 for the Parcel Tax and 2020-21 for the Board Election.
- The District is working on a Tax and Revenue Anticipation Note (TRANS) for fiscal year 2019-20 to get the district through the cash shortfall experienced during November and December until property taxes are distributed, late December to early January. The cost is not included in this budget, the sizing is being determined and will be brought to the Board at the June 20th board meeting.
- Deferred Maintenance revenue has been rolled into the LCFF funding model in the General Fund. The 2019-20 and subsequent fiscal year contribution will be $400,000 per year.

General Fund Contributions

Program contributions from General Fund Unrestricted to Restricted:

	2018-19	2019-20	2020-21	2021-22
Special Education	$17,687,199	$18,850,982	$19,218,545	$19,220,105
Routine Restricted Maintenance	$3,883,662	$4,892,241	$4,949,746	$5,042,398
District Rentals Revenue	($324,563)	($325,126)	($325,126)	($325,126)
Totals:	$21,246,298	$23,422,097	$23,844,062	$23,937,377

Special Education contribution increase from Estimated Actuals to Proposed Budget:

- Reduction in Federal and State Revenue - $479,000
- STRS/PERS and benefits increase - $451,534
- Step and Column - $239,686
- Current vacancies assumed to be filled in 2019-20 - $193,000
- Decrease in services due to SLP – ($200,000)

Routine Restricted Maintenance contribution increase from Estimated Actuals to Proposed Budget:

- Contribution increased due to Education Code 17070.75. Contribution is based on 3% of total general fund expenditures. - $1,012,579

Program contributions from General Fund Unrestricted to Unrestricted programs:

	2018-19	2019-20	2020-21	2021-22
Special Education Transportation	$1,502,681	$1,592,681	$1,592,681	$1,592,681
Unrestricted Operations	$6,263,598	$5,732,579	$5,732,579	$5,732,579
Monterey	$595,448	$-0-	$-0-	$-0-
CDS	$478,929	$256,597	$256,597	$256,597
CTE	$870,000	$820,000	$820,000	$820,000
Total	$9,710,656	$8,401,857	$8,401,857	$8,401,857

- $150,000 will continue to be set aside annually in Fund 40.0 for Long Term Maintenance and/or replacement of the synthetic track and field at both high schools as required by the City of Burbank and approved by the Board of Education.

Transfers In/Out

This amount is a contribution from the General Fund to other funds/programs. Previously, the transfers in/out only accounted for Fund 12- Child Development Fund / Horace Mann. However, per the county office, BUSD's transfers to the FACTS program and Deferred Maintenance are to now be included here rather than a direct transfer from BUSD's LCFF revenues. Below is a breakdown of the transfers in/out from General Fund to the following programs:

	2018-19	2019-20	2020-21	2021-22
Fund 11 – FACTS	$ - 0- *	$268,520	$268,520	$268,520
Fund 12 – Child Development Fund / Horace Mann	$893,661	$415,507	$413,022	$358,224
Fund 14 – Deferred Maintenance	$-0-*	$400,000	$400,000	$400,000
Totals:	$893,661	$1,084,027	$1,081,542	$1,026,744

**The contribution for 2018-19 to Fund 11 and Fund 14 was previously accounted for in object code 8091. This table shows where it is now being accounted for per LACOE through object code 7600-7699 rather than object code 8091.*

Local Control Accountability Plan (LCAP):

The LCAP is a living document that is approved annually by the Board of Education who considers the LCAP Committee and stakeholder recommendations and input. The CCSESA (California County Superintendents Educational Services Association) LCAP approval manual continues to be updated by LACOE as required.

LCAP is fully funded in the Estimated Actuals of 2018-19, proposed budget for 2019-20 and projected 2020-21, 2021-22 budgets.

A Summary of the LCAP multi expenditure plan follows the Budget Assumptions. All amounts listed in the expenditure plan plus any remaining amount necessary to come up to proportionality have been included in all three years of this budget.

Operational Site Budgets

- Elementary Schools receive $53.50, Middle Schools receive $62, and High Schools receive $90 per enrolled student. The allocation is calculated on projected enrollment. It may be increased if enrollment is up on day 10 of the new school year.

Applied Cost Savings

	2018-19	2019-20	2020-21	2021-22
Workers Compensation	$300,000	$200,000	$100,000	$-0-
VoIP Telephone	$-0-	$200,000	$200,000	$200,000
Energy Savings	$330,000	$330,000	$330,000	$330,000

The following approved Second Interim reductions for Fiscal Year 2019-20 are reflected in the budget:

Increase in required Restricted Routine Maintenance from General Fund (from 2.5% to 3%)	($815,000)
Move grounds positions from General Fund to Restricted Routine Maintenance	$733,500
Reduce Deferred Maintenance contribution	$213,000
Reduce social emotional materials	$25,000
Reduce professional development for counselors	$5,000
Reduce professional development budget	$40,000
Reduce intervention training materials	$10,000
Reduce middle school world language materials	$5,000
Superintendent and board did not take a raise in 2017	$6,521
Superintendent office reorganization-reduce by .5 FTE	$60,000
Eliminate (1) Wellness Director	$200,027
Eliminate (1) Administrative Assistant	$71,396
Reduce (1) engagement strategies TOSA from 1.2 to .2	$78,000
Eliminate (1) Director of Elementary	$195,165
Eliminate (1) Administrative Assistant	$59,590
Eliminate (1) Arts/CTE TOSA	$91,245
Eliminate targeted intervention sections for secondary students	$286,000
Reduce CTE 2-3 courses	$50,000
Eliminate vacant AP Jefferson position	$132,440
Reduce Response to Intervention (RTI) math and ELA-Elementary	$200,000
Move (1) Pre-Service day to ELA/Math grant	$400,000
Move professional development (GATE/HONORS/AP) to ELA/Math	$10,000
Move part of TOSA to ELA/Math grant	$64,411
Reduce general fund contribution to Child Development	$603,377
New Supplemental funding	$500,000
Donation funds will pay for 3 Music Teachers	$275,328
Total	**$3,500,000**

		UNAUDITED ACTUALS 2017-18			ESTIMATED ACTUALS 2018-19			ADOPTED 2019-2020			PROJECTED 2020-21			PROJECTED 2021-22		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES																
1) LCFF/ Revenue Limit Sources	8010-8099	123,977,477	0	123,977,477	133,012,982	0	133,012,982	138,940,768	0	138,940,768	142,998,305	0	142,998,305	146,876,329	0	146,876,329
2) Federal Revenue	8100-8299	0	5,665,069	5,665,069	0	6,178,342	6,178,342	0	5,785,392	5,785,392	0	5,785,392	5,785,392	0	5,785,392	5,785,392
3) State Revenue	8300-8599	5,183,309	17,487,368	22,670,677	5,645,116	11,483,618	17,128,734	2,892,277	11,606,056	14,498,333	2,892,277	11,114,026	14,006,303	2,892,277	11,114,026	14,006,303
4) Local Revenue	8600-8799	1,031,052	3,590,554	4,621,606	549,222	5,949,175	6,498,397	506,063	2,074,658	2,580,721	506,063	2,074,658	2,580,721	506,063	2,074,658	2,580,721
5) TOTAL, REVENUES		**130,191,838**	**26,742,991**	**156,934,829**	**139,207,320**	**23,611,135**	**162,818,455**	**142,339,108**	**19,466,106**	**161,805,214**	**146,396,645**	**18,974,076**	**165,370,721**	**150,274,669**	**18,974,076**	**169,248,745**
B. EXPENDITURES																
1) Cert Sal	1000-1999	61,024,429	11,683,964	72,708,393	64,098,040	11,919,213	76,017,253	62,374,638	12,634,124	75,008,762	63,225,253	12,777,652	76,002,905	64,104,119	12,539,985	76,644,104
2) Class Sal	2000-2999	15,981,294	9,375,747	25,357,041	17,255,113	10,280,637	27,535,750	16,895,081	11,222,991	28,118,072	17,132,362	11,409,533	28,541,895	17,369,643	11,596,075	28,965,718
3) Benefits	3000-3999	26,179,277	13,000,772	39,180,049	28,343,995	7,978,912	36,322,907	28,809,403	9,180,217	37,989,620	30,709,003	9,764,818	40,473,821	32,769,061	9,797,876	42,566,937
4) Bks&Supp	4000-4999	1,597,262	1,726,603	3,323,865	1,482,256	6,864,903	8,347,159	1,653,328	1,637,974	3,291,302	1,653,328	1,102,639	2,755,967	1,703,755	746,757	2,450,512
5) Servs, othr	5000-5999	9,158,497	8,574,900	17,733,397	9,165,634	8,114,737	17,280,371	9,189,701	6,424,849	15,614,550	8,973,495	6,493,445	15,466,940	9,081,276	6,495,513	15,576,789
6) Capital	6000-6999	26,145	573,638	599,783	129,082	954,703	1,083,785	96,369	90,506	186,875	0	0	0	0	0	0
7) Other Outgo (excl Indirect)	7100-7299 & 7400-7499	1,616,700	1,012,438	2,629,138	1,790,871	1,067,387	2,858,258	1,648,714	1,162,773	2,811,487	1,513,822	1,162,773	2,676,595	1,575,124	1,162,773	2,737,897
8) Other Outgo (Indirect):	7300-7399	(1,354,543)	526,341	(828,202)	(1,362,793)	515,028	(847,765)	(1,508,445)	611,755	(896,690)	(1,508,445)	611,755	(896,690)	(1,434,496)	572,474	(862,022)
9) TOTAL, EXPENDITURES		**114,229,061**	**46,474,403**	**160,703,464**	**120,902,198**	**47,695,520**	**168,597,718**	**119,158,789**	**42,965,189**	**162,123,978**	**121,698,818**	**43,322,615**	**165,021,433**	**125,168,482**	**42,911,453**	**168,079,935**
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES		15,962,777	(19,731,413)	(3,768,635)	18,305,122	(24,084,385)	(5,779,263)	23,180,319	(23,499,083)	(318,764)	24,697,827	(24,348,539)	349,288	25,106,187	(23,937,377)	1,168,810
	ADA	*14.700*	*(K-12 Prior Year)*		*14.648*			*14.689*			*14.689*			*14.689*		
D. OTHER FINANCING SOURCES/USES	*Enrollment*															
1) Interfund Transfers																
a) Transfers In	8900-8929				0	0	0	0	0	0	0	0	0	0	0	0
b) Transfers Out	7600-7699	(634,693)		(634,693)	(893,661)	0	(893,661)	(1,084,027)	0	(1,084,027)	(1,081,542)	0	(1,081,542)	(1,026,744)	0	(1,026,744)
2)Other Sources/Uses																
a) Sources	8930-8979															
b) Uses	7630-7699															
3) Contributions	8980-8999	(18,612,164)	18,612,164		(21,246,298)	21,246,298	0	(23,422,097)	23,422,097	0	(23,844,062)	23,844,062	0	(23,937,377)	23,937,377	0
4) TOTAL, OTHER FINANCING SOURCES/USES		**(19,246,857)**	**18,612,164**	**(634,693)**	**(22,139,959)**	**21,246,298**	**(893,661)**	**(24,506,124)**	**23,422,097**	**(1,084,027)**	**(24,925,604)**	**23,844,062**	**(1,081,542)**	**(24,964,121)**	**23,937,377**	**(1,026,744)**
					143,042,157		169,491,379	143,664,913		163,208,005	146,624,422		166,102,975	150,132,603		169,106,679
E) INCREASE (DECREASE) IN FUND BALANCE		**(3,284,080)**	**(1,119,249)**	**(4,403,328)**	**(3,834,837)**	**(2,838,087)**	**(6,672,924)**	**(1,325,805)**	**(76,986)**	**(1,402,791)**	**(227,777)**	**(504,477)**	**(732,254)**	**142,066**	**(0)**	**142,066**
F) FUND BALANCE RESERVES																
1) Beginning Fund Balance																
a) As of July 1 - Unaudited	9791	14,228,924	4,694,172	18,923,096	10,918,844	3,419,550	14,338,395	7,084,008	581,463	7,665,471	5,758,203	504,477	6,262,680	5,530,426	0	5,530,426
b) Audit Adjustments/Other Restatement	9793/9795															
c)Committed Carryover		(26,000)	(155,373)	(181,373)												
d) Adjusted Beginning Balance		14,202,924	4,538,799	18,741,723	10,918,844	3,419,550	14,338,395	7,084,008	581,463	7,665,471	5,758,203	504,477	6,262,680	5,530,426	0	5,530,426
2) Ending Balance, June 30		***10,918,844***	***3,419,550***	***14,338,395***	***7,084,008***	***581,463***	***7,665,471***	***5,758,203***	***504,477***	***6,262,680***	***5,530,426***	***0***	***5,530,426***	***5,672,492***	***(0)***	***5,672,492***
Components of Ending Fund Balance		9,918,717	576,479													
a) Nonspendable																
Revolving Cash	9711	25,060		25,060	25,060		25,060	25,060	0	25,060	25,060	0	25,060	25,060	0	25,060
Stores	9712	99,437		99,437	75,000		75,000	75,000	0	75,000	75,000	0	75,000	75,000	0	75,000
Prepaid	9713			0	0		0	0	0	0	0	0	0	0	0	0
One time - Textbooks, Safety	9719	624,198		624,198	0		0	0	0	0	0	0	0	0	0	0
Site & one time		86,820		86,820												
CTE (formerly ROP)	9740	132,671		132,671	0		0	0		0	0		0	0		0
ILA Location Science portable		279,050		279,050	87,640		87,640	87,640		87,640	87,640		87,640	87,640		87,640
ELA Low Performing Grant						581,463	581,463		475,476	475,476						
d)One time 1% Set Aside compensation		1,414,150	3,419,550	4,833,700			0			0			0			0
e) Assigned ***LCAP Supplemental Cummulative***		19,043		19,043			0			0			0			0
Restricted Assigned	9740			0	0		0		29,001	29,001	0		0	0		0
				0	0		0			0			0	0		0
CSEA / include in 2019-20 budget		390,000		390,000	390,000		390,000			0			0			0
Cur Yr Unused and Over Accrued Vac Liab (w/ben		249,223		249,223	249,223		249,223	249,223		249,223	249,223		249,223	249,223		249,223
f) Unassigned/Unappropriated																
Reserve for Economic Uncertainities	9789	4,840,145	0	4,840,145	5,084,741		5,084,741	4,896,240	0	4,896,240	4,983,089	0	4,983,089	5,073,200	0	5,073,200
Board Approved Reserve 9789 3%		2,759,048		2,759,048	1,172,343		1,172,343	425,040	0	425,040	110,413	0	110,413	162,369	0	162,369
							0			0			0			0
Unassigned/Unappropriated Amou	***9790***	***(0)***	***0***	***(0)***	***0***	***0***	***0***	***(0)***	***0***	***(0)***	***0***	***0***	***0***	***(0)***	***(0)***	***(0)***

ANNUAL BUDGET REPORT:
July 1, 2019 Budget Adoption

Insert "X" in applicable boxes:

[x] This budget was developed using the state-adopted Criteria and Standards. It includes the expenditures necessary to implement the Local Control and Accountability Plan (LCAP) or annual update to the LCAP that will be effective for the budget year. The budget was filed and adopted subsequent to a public hearing by the governing board of the school district pursuant to Education Code sections 33129, 42127, 52060, 52061, and 52062.

[x] If the budget includes a combined assigned and unassigned ending fund balance above the minimum recommended reserve for economic uncertainties, at its public hearing, the school district complied with the requirements of subparagraphs (B) and (C) of paragraph (2) of subdivision (a) of Education Code Section 42127.

Budget available for inspection at:

Place: Burbank Unified School District
Date: June 03, 2019

Public Hearing:

Place: District Office Board Room
Date: June 12, 2019
Time: 07:00 PM

Adoption Date: June 20, 2019

Signed: _____
Clerk/Secretary of the Governing Board
(Original signature required)

Contact person for additional information on the budget reports:

Name: David Jaynes
Telephone: 818-729-4473

Title: Assistant Superintendent of Admin Services
E-mail: davidjaynes@burbankusd.org

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Budgeted (funded) ADA has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Enrollment has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio is consistent with historical ratios for the budget and two subsequent fiscal years.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected change in LCFF revenue is within the standard for the budget and two subsequent fiscal years.	X	
5	Salaries and Benefits	Projected ratios of total unrestricted salaries and benefits to total unrestricted general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.		X
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	If applicable, required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account) is included in the budget.	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.		X
9	Fund Balance	Unrestricted general fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2018-19) annual payment?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, are they lifetime benefits?	n/a	
		• If yes, do benefits continue beyond age 65?	n/a	
		• If yes, are benefits funded by pay-as-you-go?	n/a	
S7b	Other Self-insurance Benefits	Does the district provide other self-insurance benefits (e.g., workers' compensation)?		X
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		• Certificated? (Section S8A, Line 1)		X
		• Classified? (Section S8B, Line 1)		X
		• Management/supervisor/confidential? (Section S8C, Line 1)		X
S9	Local Control and Accountability Plan (LCAP)	• Did or will the school district's governing board adopt an LCAP or approve an update to the LCAP effective for the budget year?		X
		• Approval date for adoption of the LCAP or approval of an update to the LCAP:	Jun 20, 2019	
S10	LCAP Expenditures	Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template, Section 3: Actions, Services, and Expenditures?		X

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	

ADDITIONAL FISCAL INDICATORS (continued)			No	Yes
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
A. REVENUES									
1) LCFF Sources		8010-8099	133,012,982.00	0.00	133,012,982.00	138,940,768.00	0.00	138,940,768.00	4.5%
2) Federal Revenue		8100-8299	0.00	6,178,342.00	6,178,342.00	0.00	5,785,392.00	5,785,392.00	-6.4%
3) Other State Revenue		8300-8599	5,645,116.00	11,483,618.00	17,128,734.00	2,892,277.00	11,606,056.00	14,498,333.00	-15.4%
4) Other Local Revenue		8600-8799	549,222.00	5,949,175.00	6,498,397.00	506,063.00	2,074,658.00	2,580,721.00	-60.3%
5) TOTAL, REVENUES			139,207,320.00	23,611,135.00	162,818,455.00	142,339,108.00	19,466,106.00	161,805,214.00	-0.6%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	64,098,040.00	11,919,213.00	76,017,253.00	62,374,638.00	12,634,124.00	75,008,762.00	-1.3%
2) Classified Salaries		2000-2999	17,255,113.00	10,280,637.00	27,535,750.00	16,895,081.00	11,222,991.00	28,118,072.00	2.1%
3) Employee Benefits		3000-3999	28,343,995.00	7,978,912.00	36,322,907.00	28,809,403.00	9,180,217.00	37,989,620.00	4.6%
4) Books and Supplies		4000-4999	1,482,256.00	6,864,903.00	8,347,159.00	1,653,328.00	1,637,974.00	3,291,302.00	-60.6%
5) Services and Other Operating Expenditures		5000-5999	9,165,634.00	8,114,737.00	17,280,371.00	9,189,701.00	6,424,849.00	15,614,550.00	-9.6%
6) Capital Outlay		6000-6999	129,082.00	954,703.00	1,083,785.00	96,369.00	90,506.00	186,875.00	-82.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,790,871.00	1,067,387.00	2,858,258.00	1,648,714.00	1,162,773.00	2,811,487.00	-1.6%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,362,793.00)	515,028.00	(847,765.00)	(1,508,445.00)	611,755.00	(896,690.00)	5.8%
9) TOTAL, EXPENDITURES			120,902,198.00	47,695,520.00	168,597,718.00	119,158,789.00	42,965,189.00	162,123,978.00	-3.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			18,305,122.00	(24,084,385.00)	(5,779,263.00)	23,180,319.00	(23,499,083.00)	(318,764.00)	-94.5%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	893,661.00	0.00	893,661.00	1,084,027.00	0.00	1,084,027.00	21.3%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(21,246,298.00)	21,246,298.00	0.00	(23,422,097.00)	23,422,097.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(22,139,959.00)	21,246,298.00	(893,661.00)	(24,506,124.00)	23,422,097.00	(1,084,027.00)	21.3%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(3,834,837.00)	(2,838,087.00)	(6,672,924.00)	(1,325,805.00)	(76,986.00)	(1,402,791.00)	-79.0%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
2) Ending Balance, June 30 (E + F1e)			7,084,007.00	581,463.00	7,665,470.00	5,758,202.00	504,477.00	6,262,679.00	-18.3%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	581,463.00	581,463.00	0.00	504,477.00	504,477.00	-13.2%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	826,923.00	0.00	826,923.00	436,923.00	0.00	436,923.00	-47.2%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	6,257,084.00	0.00	6,257,084.00	5,321,279.00	0.00	5,321,279.00	-15.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
G. ASSETS									
1) Cash									
a) in County Treasury		9110	0.00	0.00	0.00				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Cash Account		9130	0.00	0.00	0.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	0.00	0.00	0.00				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	0.00	0.00	0.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			0.00	0.00	0.00				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	0.00	0.00	0.00				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			0.00	0.00	0.00				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30									

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
(G9 + H2) - (I6 + J2)			0.00	0.00	0.00				

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	63,176,378.00	0.00	63,176,378.00	68,230,732.00	0.00	68,230,732.00	8.0%
Education Protection Account State Aid - Current Year		8012	22,203,618.00	0.00	22,203,618.00	22,203,618.00	0.00	22,203,618.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions									
Homeowners' Exemptions		8021	186,603.00	0.00	186,603.00	180,934.00	0.00	180,934.00	-3.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	183,793.00	0.00	183,793.00	194,500.00	0.00	194,500.00	5.8%
County & District Taxes									
Secured Roll Taxes		8041	35,273,604.00	0.00	35,273,604.00	33,153,807.00	0.00	33,153,807.00	-6.0%
Unsecured Roll Taxes		8042	337,991.00	0.00	337,991.00	0.00	0.00	0.00	-100.0%
Prior Years' Taxes		8043	475,079.00	0.00	475,079.00	1,557,085.00	0.00	1,557,085.00	227.8%
Supplemental Taxes		8044	394,426.00	0.00	394,426.00	414,147.00	0.00	414,147.00	5.0%
Education Revenue Augmentation Fund (ERAF)		8045	3,419,513.00	0.00	3,419,513.00	6,909,425.00	0.00	6,909,425.00	102.1%
Community Redevelopment Funds (SB 617/699/1992)		8047	8,213,562.00	0.00	8,213,562.00	6,074,673.00	0.00	6,074,673.00	-26.0%
Penalties and Interest from Delinquent Taxes		8048	21,847.00	0.00	21,847.00	21,847.00	0.00	21,847.00	0.0%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			133,886,414.00	0.00	133,886,414.00	138,940,768.00	0.00	138,940,768.00	3.8%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	(873,432.00)		(873,432.00)	0.00		0.00	-100.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			133,012,982.00	0.00	133,012,982.00	138,940,768.00	0.00	138,940,768.00	4.5%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	2,829,472.00	2,829,472.00	0.00	2,829,472.00	2,829,472.00	0.0%
Special Education Discretionary Grants		8182	0.00	242,876.00	242,876.00	0.00	242,876.00	242,876.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		2,060,325.00	2,060,325.00		1,726,764.00	1,726,764.00	-16.2%
Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290		332,711.00	332,711.00		297,914.00	297,914.00	-10.5%
Title III, Part A, Immigrant Student Program	4201	8290		38,674.00	38,674.00		57,323.00	57,323.00	48.2%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
Title III, Part A, English Learner Program	4203	8290		248,393.00	248,393.00		170,245.00	170,245.00	-31.5%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3183, 3185, 4050, 4123, 4124, 4126, 4127, 4128, 5510, 5630	8290		111,031.00	111,031.00		111,031.00	111,031.00	0.0%
Career and Technical Education	3500-3599	8290		77,337.00	77,337.00		76,715.00	76,715.00	-0.8%
All Other Federal Revenue	All Other	8290	0.00	237,523.00	237,523.00	0.00	273,052.00	273,052.00	15.0%
TOTAL, FEDERAL REVENUE			0.00	6,178,342.00	6,178,342.00	0.00	5,785,392.00	5,785,392.00	-6.4%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		7,673,131.00	7,673,131.00		7,673,131.00	7,673,131.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	3,301,028.00	0.00	3,301,028.00	628,726.00	0.00	628,726.00	-81.0%
Lottery - Unrestricted and Instructional Materials		8560	2,298,522.00	812,021.00	3,110,543.00	2,217,985.00	812,021.00	3,030,006.00	-2.6%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		557,043.00	557,043.00		557,043.00	557,043.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590		0.00	0.00		0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590		673,966.00	673,966.00		434,779.00	434,779.00	-35.5%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	45,566.00	1,767,457.00	1,813,023.00	45,566.00	2,129,082.00	2,174,648.00	19.9%
TOTAL, OTHER STATE REVENUE			5,645,116.00	11,483,618.00	17,128,734.00	2,892,277.00	11,606,056.00	14,498,333.00	-15.4%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	4,000.00	0.00	4,000.00	4,000.00	0.00	4,000.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	427,549.00	427,549.00	0.00	427,549.00	427,549.00	0.0%
Interest		8660	400,000.00	0.00	400,000.00	400,000.00	0.00	400,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	106,243.00	106,243.00	0.00	107,149.00	107,149.00	0.9%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	400.00	0.00	400.00	400.00	0.00	400.00	0.0%
Other Local Revenue									
Plus: Misc Funds Non-LCFF									

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
(50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	144,822.00	4,842,009.00	4,986,831.00	101,663.00	966,586.00	1,068,249.00	-78.6%
Tuition		8710	0.00	573,374.00	573,374.00	0.00	573,374.00	573,374.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			549,222.00	5,949,175.00	6,498,397.00	506,063.00	2,074,658.00	2,580,721.00	-60.3%
TOTAL, REVENUES			139,207,320.00	23,611,135.00	162,818,455.00	142,339,108.00	19,466,106.00	161,805,214.00	-0.6%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	51,281,948.00	10,124,439.00	61,406,387.00	50,504,710.00	10,415,786.00	60,920,496.00	-0.8%
Certificated Pupil Support Salaries		1200	4,166,828.00	321,229.00	4,488,057.00	4,153,446.00	408,548.00	4,561,994.00	1.6%
Certificated Supervisors' and Administrators' Salaries		1300	5,959,376.00	210,385.00	6,169,761.00	5,454,005.00	253,815.00	5,707,820.00	-7.5%
Other Certificated Salaries		1900	2,689,888.00	1,263,160.00	3,953,048.00	2,262,477.00	1,555,975.00	3,818,452.00	-3.4%
TOTAL, CERTIFICATED SALARIES			64,098,040.00	11,919,213.00	76,017,253.00	62,374,638.00	12,634,124.00	75,008,762.00	-1.3%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	1,620,318.00	6,225,298.00	7,845,616.00	1,653,898.00	6,337,137.00	7,991,035.00	1.9%
Classified Support Salaries		2200	6,860,830.00	3,300,375.00	10,161,205.00	6,473,225.00	3,722,868.00	10,196,093.00	0.3%
Classified Supervisors' and Administrators' Salaries		2300	1,707,973.00	141,857.00	1,849,830.00	1,697,997.00	162,614.00	1,860,611.00	0.6%
Clerical, Technical and Office Salaries		2400	6,450,369.00	430,311.00	6,880,680.00	6,384,548.00	497,286.00	6,881,834.00	0.0%
Other Classified Salaries		2900	615,623.00	182,796.00	798,419.00	685,413.00	503,086.00	1,188,499.00	48.9%
TOTAL, CLASSIFIED SALARIES			17,255,113.00	10,280,637.00	27,535,750.00	16,895,081.00	11,222,991.00	28,118,072.00	2.1%
EMPLOYEE BENEFITS									
STRS		3101-3102	10,204,016.00	1,885,729.00	12,089,745.00	10,436,325.00	2,103,403.00	12,539,728.00	3.7%
PERS		3201-3202	3,143,971.00	1,760,277.00	4,904,248.00	3,546,886.00	2,301,963.00	5,848,849.00	19.3%
OASDI/Medicare/Alternative		3301-3302	2,315,860.00	956,074.00	3,271,934.00	2,267,486.00	1,049,706.00	3,317,192.00	1.4%
Health and Welfare Benefits		3401-3402	10,040,465.00	2,654,913.00	12,695,378.00	10,323,641.00	3,052,394.00	13,376,035.00	5.4%
Unemployment Insurance		3501-3502	40,872.00	11,127.00	51,999.00	39,788.00	11,934.00	51,722.00	-0.5%
Workers' Compensation		3601-3602	2,598,811.00	710,792.00	3,309,603.00	2,195,277.00	660,817.00	2,856,094.00	-13.7%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			28,343,995.00	7,978,912.00	36,322,907.00	28,809,403.00	9,180,217.00	37,989,620.00	4.6%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	1,401.00	111,235.00	112,636.00	11,869.00	812,171.00	824,040.00	631.6%
Books and Other Reference Materials		4200	22,514.00	44,839.00	67,353.00	12,029.00	26,024.00	38,053.00	-43.5%
Materials and Supplies		4300	1,392,527.00	6,418,172.00	7,810,699.00	1,624,662.00	741,966.00	2,366,628.00	-69.7%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
Noncapitalized Equipment		4400	65,814.00	290,657.00	356,471.00	4,768.00	57,813.00	62,581.00	-82.4%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,482,256.00	6,864,903.00	8,347,159.00	1,653,328.00	1,637,974.00	3,291,302.00	-60.6%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	424,269.00	424,269.00	0.00	444,312.00	444,312.00	4.7%
Travel and Conferences		5200	95,477.00	106,438.00	201,915.00	75,036.00	67,704.00	142,740.00	-29.3%
Dues and Memberships		5300	51,591.00	1,046.00	52,637.00	47,050.00	944.00	47,994.00	-8.8%
Insurance		5400 - 5450	983,408.00	0.00	983,408.00	1,083,408.00	0.00	1,083,408.00	10.2%
Operations and Housekeeping Services		5500	3,086,784.00	29,360.00	3,116,144.00	3,194,497.00	29,697.00	3,224,194.00	3.5%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	343,001.00	467,505.00	810,506.00	373,179.00	388,205.00	761,384.00	-6.1%
Transfers of Direct Costs		5710	128,983.00	(128,983.00)	0.00	234,867.00	(234,867.00)	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(202,037.00)	0.00	(202,037.00)	(213,253.00)	0.00	(213,253.00)	5.6%
Professional/Consulting Services and Operating Expenditures		5800	4,312,193.00	7,202,154.00	11,514,347.00	4,025,868.00	5,716,282.00	9,742,150.00	-15.4%
Communications		5900	366,234.00	12,948.00	379,182.00	369,049.00	12,572.00	381,621.00	0.6%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			9,165,634.00	8,114,737.00	17,280,371.00	9,189,701.00	6,424,849.00	15,614,550.00	-9.6%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	7,796.00	239,555.00	247,351.00	0.00	0.00	0.00	-100.0%
Buildings and Improvements of Buildings		6200	109,284.00	599,524.00	708,808.00	25,370.00	90,506.00	115,876.00	-83.7%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	40,720.00	40,720.00	0.00	0.00	0.00	-100.0%
Equipment		6400	5,502.00	7,891.00	13,393.00	70,999.00	0.00	70,999.00	430.1%
Equipment Replacement		6500	6,500.00	67,013.00	73,513.00	0.00	0.00	0.00	-100.0%
TOTAL, CAPITAL OUTLAY			129,082.00	954,703.00	1,083,785.00	96,369.00	90,506.00	186,875.00	-82.8%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments									
Payments to Districts or Charter Schools		7141	0.00	866,026.00	866,026.00	0.00	866,026.00	866,026.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues									
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments									
To Districts or Charter Schools	6360	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	1,289,464.00	22,708.00	1,312,172.00	1,163,363.00	33,453.00	1,196,816.00	-8.8%
Other Debt Service - Principal		7439	501,407.00	178,653.00	680,060.00	485,351.00	263,294.00	748,645.00	10.1%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,790,871.00	1,067,387.00	2,858,258.00	1,648,714.00	1,162,773.00	2,811,487.00	-1.6%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(515,028.00)	515,028.00	0.00	(611,755.00)	611,755.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(847,765.00)	0.00	(847,765.00)	(896,690.00)	0.00	(896,690.00)	5.8%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(1,362,793.00)	515,028.00	(847,765.00)	(1,508,445.00)	611,755.00	(896,690.00)	5.8%
TOTAL, EXPENDITURES			120,902,198.00	47,695,520.00	168,597,718.00	119,158,789.00	42,965,189.00	162,123,978.00	-3.8%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	893,661.00	0.00	893,661.00	415,507.00	0.00	415,507.00	-53.5%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	668,520.00	0.00	668,520.00	New
(b) TOTAL, INTERFUND TRANSFERS OUT			893,661.00	0.00	893,661.00	1,084,027.00	0.00	1,084,027.00	21.3%
OTHER SOURCES/USES									
SOURCES									
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(21,246,298.00)	21,246,298.00	0.00	(23,422,097.00)	23,422,097.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(21,246,298.00)	21,246,298.00	0.00	(23,422,097.00)	23,422,097.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(22,139,959.00)	21,246,298.00	(893,661.00)	(24,506,124.00)	23,422,097.00	(1,084,027.00)	21.3%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
A. REVENUES									
1) LCFF Sources		8010-8099	133,012,982.00	0.00	133,012,982.00	138,940,768.00	0.00	138,940,768.00	4.5%
2) Federal Revenue		8100-8299	0.00	6,178,342.00	6,178,342.00	0.00	5,785,392.00	5,785,392.00	-6.4%
3) Other State Revenue		8300-8599	5,645,116.00	11,483,618.00	17,128,734.00	2,892,277.00	11,606,056.00	14,498,333.00	-15.4%
4) Other Local Revenue		8600-8799	549,222.00	5,949,175.00	6,498,397.00	506,063.00	2,074,658.00	2,580,721.00	-60.3%
5) TOTAL, REVENUES			139,207,320.00	23,611,135.00	162,818,455.00	142,339,108.00	19,466,106.00	161,805,214.00	-0.6%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction	1000-1999		71,318,126.00	32,024,487.00	103,342,613.00	70,908,016.00	29,360,407.00	100,268,423.00	-3.0%
2) Instruction - Related Services	2000-2999		15,454,051.00	4,635,615.00	20,089,666.00	14,832,997.00	4,303,948.00	19,136,945.00	-4.7%
3) Pupil Services	3000-3999		9,218,979.00	2,617,001.00	11,835,980.00	9,448,313.00	2,583,928.00	12,032,241.00	1.7%
4) Ancillary Services	4000-4999		872,809.00	574,146.00	1,446,955.00	869,370.00	0.00	869,370.00	-39.9%
5) Community Services	5000-5999		27,998.00	144,158.00	172,156.00	27,653.00	94,886.00	122,539.00	-28.8%
6) Enterprise	6000-6999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7) General Administration	7000-7999		11,668,613.00	884,375.00	12,552,988.00	11,279,453.00	703,112.00	11,982,565.00	-4.5%
8) Plant Services	8000-8999		10,492,762.00	5,748,351.00	16,241,113.00	10,086,284.00	4,756,135.00	14,842,419.00	-8.6%
9) Other Outgo	9000-9999	Except 7600-7699	1,848,860.00	1,067,387.00	2,916,247.00	1,706,703.00	1,162,773.00	2,869,476.00	-1.6%
10) TOTAL, EXPENDITURES			120,902,198.00	47,695,520.00	168,597,718.00	119,158,789.00	42,965,189.00	162,123,978.00	-3.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			18,305,122.00	(24,084,385.00)	(5,779,263.00)	23,180,319.00	(23,499,083.00)	(318,764.00)	-94.5%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	893,661.00	0.00	893,661.00	1,084,027.00	0.00	1,084,027.00	21.3%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(21,246,298.00)	21,246,298.00	0.00	(23,422,097.00)	23,422,097.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(22,139,959.00)	21,246,298.00	(893,661.00)	(24,506,124.00)	23,422,097.00	(1,084,027.00)	21.3%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals Unrestricted (A)	2018-19 Estimated Actuals Restricted (B)	2018-19 Estimated Actuals Total Fund col. A + B (C)	2019-20 Budget Unrestricted (D)	2019-20 Budget Restricted (E)	2019-20 Budget Total Fund col. D + E (F)	% Diff Column C & F
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(3,834,837.00)	(2,838,087.00)	(6,672,924.00)	(1,325,805.00)	(76,986.00)	(1,402,791.00)	-79.0%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,918,844.00	3,419,550.00	14,338,394.00	7,084,007.00	581,463.00	7,665,470.00	-46.5%
2) Ending Balance, June 30 (E + F1e)			7,084,007.00	581,463.00	7,665,470.00	5,758,202.00	504,477.00	6,262,679.00	-18.3%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	581,463.00	581,463.00	0.00	504,477.00	504,477.00	-13.2%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments (by Resource/Object)		9780	826,923.00	0.00	826,923.00	436,923.00	0.00	436,923.00	-47.2%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	6,257,084.00	0.00	6,257,084.00	5,321,279.00	0.00	5,321,279.00	-15.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
7311	Classified School Employee Professional Development Block Grant	89,433.00	0.00
7510	Low-Performing Students Block Grant	492,030.00	475,476.00
8150	Ongoing & Major Maintenance Account (RMA: Education Code Sectio	0.00	29,001.00
Total, Restricted Balance		581,463.00	504,477.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	259,532.00	0.00	-100.0%
2) Federal Revenue		8100-8299	284,074.00	284,074.00	0.0%
3) Other State Revenue		8300-8599	2,755,990.00	2,717,879.00	-1.4%
4) Other Local Revenue		8600-8799	359,624.00	337,924.00	-6.0%
5) TOTAL, REVENUES			3,659,220.00	3,339,877.00	-8.7%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,740,936.00	1,694,051.00	-2.7%
2) Classified Salaries		2000-2999	830,278.00	852,058.00	2.6%
3) Employee Benefits		3000-3999	801,328.00	836,424.00	4.4%
4) Books and Supplies		4000-4999	152,433.00	88,126.00	-42.2%
5) Services and Other Operating Expenditures		5000-5999	171,653.00	185,238.00	7.9%
6) Capital Outlay		6000-6999	259,613.00	196,940.00	-24.1%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	185,609.00	192,478.00	3.7%
9) TOTAL, EXPENDITURES			4,141,850.00	4,045,315.00	-2.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(482,630.00)	(705,438.00)	46.2%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	268,520.00	New
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	268,520.00	New

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(482,630.00)	(436,918.00)	-9.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	4,707,865.00	4,225,235.00	-10.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,707,865.00	4,225,235.00	-10.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,707,865.00	4,225,235.00	-10.3%
2) Ending Balance, June 30 (E + F1e)			4,225,235.00	3,788,317.00	-10.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	321,159.00	86,290.00	-73.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	3,904,076.00	3,702,027.00	-5.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	259,532.00	0.00	-100.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			259,532.00	0.00	-100.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	284,074.00	284,074.00	0.0%
TOTAL, FEDERAL REVENUE			284,074.00	284,074.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Adult Education Program	6391	8590	2,585,283.00	2,674,734.00	3.5%
All Other State Revenue	All Other	8590	170,707.00	43,145.00	-74.7%
TOTAL, OTHER STATE REVENUE			2,755,990.00	2,717,879.00	-1.4%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	75,990.00	75,990.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	225,959.00	225,959.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	57,675.00	35,975.00	-37.6%
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			359,624.00	337,924.00	-6.0%
TOTAL, REVENUES			3,659,220.00	3,339,877.00	-8.7%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,192,062.00	1,142,579.00	-4.2%
Certificated Pupil Support Salaries		1200	146,027.00	153,978.00	5.4%
Certificated Supervisors' and Administrators' Salaries		1300	172,982.00	170,944.00	-1.2%
Other Certificated Salaries		1900	229,865.00	226,550.00	-1.4%
TOTAL, CERTIFICATED SALARIES			1,740,936.00	1,694,051.00	-2.7%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	394,767.00	385,586.00	-2.3%
Classified Support Salaries		2200	129,117.00	134,815.00	4.4%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	306,394.00	331,657.00	8.2%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			830,278.00	852,058.00	2.6%
EMPLOYEE BENEFITS					
STRS		3101-3102	267,517.00	275,352.00	2.9%
PERS		3201-3202	133,834.00	158,102.00	18.1%
OASDI/Medicare/Alternative		3301-3302	89,359.00	89,194.00	-0.2%
Health and Welfare Benefits		3401-3402	227,130.00	245,926.00	8.3%
Unemployment Insurance		3501-3502	1,376.00	1,297.00	-5.7%
Workers' Compensation		3601-3602	82,112.00	66,553.00	-18.9%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			801,328.00	836,424.00	4.4%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	30,796.00	31,801.00	3.3%
Materials and Supplies		4300	65,850.00	48,847.00	-25.8%
Noncapitalized Equipment		4400	55,787.00	7,478.00	-86.6%
TOTAL, BOOKS AND SUPPLIES			152,433.00	88,126.00	-42.2%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	2,510.00	0.00	-100.0%
Travel and Conferences		5200	12,501.00	1,680.00	-86.6%
Dues and Memberships		5300	250.00	258.00	3.2%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	41,155.00	42,618.00	3.6%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	4,647.00	6,150.00	32.3%
Professional/Consulting Services and Operating Expenditures		5800	87,881.00	108,944.00	24.0%
Communications		5900	22,709.00	25,588.00	12.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			171,653.00	185,238.00	7.9%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	259,613.00	170,440.00	-34.3%
Equipment		6400	0.00	26,000.00	New
Equipment Replacement		6500	0.00	500.00	New
TOTAL, CAPITAL OUTLAY			259,613.00	196,940.00	-24.1%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	185,609.00	192,478.00	3.7%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			185,609.00	192,478.00	3.7%
TOTAL, EXPENDITURES			4,141,850.00	4,045,315.00	-2.3%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	268,520.00	New
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	268,520.00	New
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	268,520.00	New

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	259,532.00	0.00	-100.0%
2) Federal Revenue		8100-8299	284,074.00	284,074.00	0.0%
3) Other State Revenue		8300-8599	2,755,990.00	2,717,879.00	-1.4%
4) Other Local Revenue		8600-8799	359,624.00	337,924.00	-6.0%
5) TOTAL, REVENUES			3,659,220.00	3,339,877.00	-8.7%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		2,236,783.00	2,133,734.00	-4.6%
2) Instruction - Related Services	2000-2999		1,030,265.00	1,077,052.00	4.5%
3) Pupil Services	3000-3999		196,191.00	206,019.00	5.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		185,609.00	192,478.00	3.7%
8) Plant Services	8000-8999		493,002.00	436,032.00	-11.6%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			4,141,850.00	4,045,315.00	-2.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(482,630.00)	(705,438.00)	46.2%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	268,520.00	New
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	268,520.00	New

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(482,630.00)	(436,918.00)	-9.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	4,707,865.00	4,225,235.00	-10.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,707,865.00	4,225,235.00	-10.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,707,865.00	4,225,235.00	-10.3%
2) Ending Balance, June 30 (E + F1e)			4,225,235.00	3,788,317.00	-10.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	321,159.00	86,290.00	-73.1%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	3,904,076.00	3,702,027.00	-5.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
6371	CalWORKs for ROCP or Adult Education	43,145.00	86,290.00
6391	Adult Education Program	278,014.00	0.00
Total, Restricted Balance		321,159.00	86,290.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	235,030.00	235,030.00	0.0%
3) Other State Revenue		8300-8599	590,679.00	646,246.00	9.4%
4) Other Local Revenue		8600-8799	4,680,034.00	5,227,774.00	11.7%
5) TOTAL, REVENUES			5,505,743.00	6,109,050.00	11.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,731,547.00	1,791,538.00	3.5%
2) Classified Salaries		2000-2999	2,002,716.00	1,969,246.00	-1.7%
3) Employee Benefits		3000-3999	1,527,705.00	1,579,976.00	3.4%
4) Books and Supplies		4000-4999	235,778.00	241,062.00	2.2%
5) Services and Other Operating Expenditures		5000-5999	451,572.00	440,016.00	-2.6%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	450,086.00	502,719.00	11.7%
9) TOTAL, EXPENDITURES			6,399,404.00	6,524,557.00	2.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(893,661.00)	(415,507.00)	-53.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	893,661.00	415,507.00	-53.5%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			893,661.00	415,507.00	-53.5%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00	0.0%
2) Ending Balance, June 30 (E + F1e)			0.00	0.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	41,235.00	41,235.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	193,795.00	193,795.00	0.0%
TOTAL, FEDERAL REVENUE			235,030.00	235,030.00	0.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	1,270.00	1,270.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
State Preschool	6105	8590	589,409.00	644,976.00	9.4%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			590,679.00	646,246.00	9.4%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8660	3.00	3.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	4,639,501.00	5,191,346.00	11.9%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	40,530.00	36,425.00	-10.1%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,680,034.00	5,227,774.00	11.7%
TOTAL, REVENUES			5,505,743.00	6,109,050.00	11.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,507,623.00	1,562,286.00	3.6%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	223,924.00	229,252.00	2.4%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,731,547.00	1,791,538.00	3.5%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	1,729,802.00	1,721,913.00	-0.5%
Classified Support Salaries		2200	76,385.00	55,550.00	-27.3%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	187,159.00	183,783.00	-1.8%
Other Classified Salaries		2900	9,370.00	8,000.00	-14.6%
TOTAL, CLASSIFIED SALARIES			2,002,716.00	1,969,246.00	-1.7%
EMPLOYEE BENEFITS					
STRS		3101-3102	196,438.00	219,004.00	11.5%
PERS		3201-3202	423,135.00	460,091.00	8.7%
OASDI/Medicare/Alternative		3301-3302	213,316.00	210,183.00	-1.5%
Health and Welfare Benefits		3401-3402	573,628.00	587,282.00	2.4%
Unemployment Insurance		3501-3502	1,911.00	1,905.00	-0.3%
Workers' Compensation		3601-3602	119,277.00	101,511.00	-14.9%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,527,705.00	1,579,976.00	3.4%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	269.00	478.00	77.7%
Materials and Supplies		4300	103,553.00	107,028.00	3.4%
Noncapitalized Equipment		4400	7,576.00	8,895.00	17.4%
Food		4700	124,380.00	124,661.00	0.2%
TOTAL, BOOKS AND SUPPLIES			235,778.00	241,062.00	2.2%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	2,635.00	2,543.00	-3.5%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	70,593.00	71,622.00	1.5%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	123,420.00	125,358.00	1.6%
Professional/Consulting Services and Operating Expenditures		5800	251,231.00	236,676.00	-5.8%
Communications		5900	3,693.00	3,817.00	3.4%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			451,572.00	440,016.00	-2.6%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	450,086.00	502,719.00	11.7%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			450,086.00	502,719.00	11.7%
TOTAL, EXPENDITURES			6,399,404.00	6,524,557.00	2.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8911	893,661.00	415,507.00	-53.5%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			893,661.00	415,507.00	-53.5%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			893,661.00	415,507.00	-53.5%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	235,030.00	235,030.00	0.0%
3) Other State Revenue		8300-8599	590,679.00	646,246.00	9.4%
4) Other Local Revenue		8600-8799	4,680,034.00	5,227,774.00	11.7%
5) TOTAL, REVENUES			5,505,743.00	6,109,050.00	11.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		4,783,861.00	4,868,550.00	1.8%
2) Instruction - Related Services	2000-2999		712,207.00	721,370.00	1.3%
3) Pupil Services	3000-3999		130,607.00	131,181.00	0.4%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		450,086.00	502,719.00	11.7%
8) Plant Services	8000-8999		322,643.00	300,737.00	-6.8%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			6,399,404.00	6,524,557.00	2.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(893,661.00)	(415,507.00)	-53.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	893,661.00	415,507.00	-53.5%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			893,661.00	415,507.00	-53.5%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00	0.0%
2) Ending Balance, June 30 (E + F1e)			0.00	0.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,995,469.00	1,995,469.00	0.0%
3) Other State Revenue		8300-8599	136,394.00	136,394.00	0.0%
4) Other Local Revenue		8600-8799	1,699,145.00	1,699,145.00	0.0%
5) TOTAL, REVENUES			3,831,008.00	3,831,008.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,644,024.00	1,632,978.00	-0.7%
3) Employee Benefits		3000-3999	643,457.00	675,461.00	5.0%
4) Books and Supplies		4000-4999	1,475,370.00	1,458,270.00	-1.2%
5) Services and Other Operating Expenditures		5000-5999	157,103.00	180,897.00	15.1%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	212,070.00	201,493.00	-5.0%
9) TOTAL, EXPENDITURES			4,132,024.00	4,149,099.00	0.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(301,016.00)	(318,091.00)	5.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(301,016.00)	(318,091.00)	5.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	668,417.00	367,401.00	-45.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			668,417.00	367,401.00	-45.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			668,417.00	367,401.00	-45.0%
2) Ending Balance, June 30 (E + F1e)			367,401.00	49,310.00	-86.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	355,196.00	37,105.00	-89.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	12,205.00	12,205.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	1,995,469.00	1,995,469.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			1,995,469.00	1,995,469.00	0.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	136,394.00	136,394.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			136,394.00	136,394.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	1,694,991.00	1,694,991.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	4,154.00	4,154.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,699,145.00	1,699,145.00	0.0%
TOTAL, REVENUES			3,831,008.00	3,831,008.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	1,024,873.00	1,005,846.00	-1.9%
Classified Supervisors' and Administrators' Salaries		2300	508,224.00	512,967.00	0.9%
Clerical, Technical and Office Salaries		2400	92,227.00	95,465.00	3.5%
Other Classified Salaries		2900	18,700.00	18,700.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,644,024.00	1,632,978.00	-0.7%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	264,077.00	300,922.00	14.0%
OASDI/Medicare/Alternative		3301-3302	122,480.00	121,641.00	-0.7%
Health and Welfare Benefits		3401-3402	203,540.00	206,833.00	1.6%
Unemployment Insurance		3501-3502	821.00	829.00	1.0%
Workers' Compensation		3601-3602	52,539.00	45,236.00	-13.9%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			643,457.00	675,461.00	5.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	146,770.00	131,770.00	-10.2%
Noncapitalized Equipment		4400	29,600.00	26,500.00	-10.5%
Food		4700	1,299,000.00	1,300,000.00	0.1%
TOTAL, BOOKS AND SUPPLIES			1,475,370.00	1,458,270.00	-1.2%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	12,210.00	New
Travel and Conferences		5200	2,400.00	4,500.00	87.5%
Dues and Memberships		5300	671.00	800.00	19.2%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	15,303.00	15,315.00	0.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	16,047.00	13,950.00	-13.1%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	73,970.00	81,745.00	10.5%
Professional/Consulting Services and Operating Expenditures		5800	41,410.00	45,000.00	8.7%
Communications		5900	7,302.00	7,377.00	1.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			157,103.00	180,897.00	15.1%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	212,070.00	201,493.00	-5.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			212,070.00	201,493.00	-5.0%
TOTAL, EXPENDITURES			4,132,024.00	4,149,099.00	0.4%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,995,469.00	1,995,469.00	0.0%
3) Other State Revenue		8300-8599	136,394.00	136,394.00	0.0%
4) Other Local Revenue		8600-8799	1,699,145.00	1,699,145.00	0.0%
5) TOTAL, REVENUES			3,831,008.00	3,831,008.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		3,822,673.00	3,842,538.00	0.5%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		212,070.00	201,493.00	-5.0%
8) Plant Services	8000-8999		97,281.00	105,068.00	8.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			4,132,024.00	4,149,099.00	0.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(301,016.00)	(318,091.00)	5.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(301,016.00)	(318,091.00)	5.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	668,417.00	367,401.00	-45.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			668,417.00	367,401.00	-45.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			668,417.00	367,401.00	-45.0%
2) Ending Balance, June 30 (E + F1e)			367,401.00	49,310.00	-86.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	355,196.00	37,105.00	-89.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	12,205.00	12,205.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
5310	Child Nutrition: School Programs (e.g., School Lunch, School	355,196.00	37,105.00
Total, Restricted Balance		355,196.00	37,105.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	613,900.00	0.00	-100.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	13,745.00	10,750.00	-21.8%
5) TOTAL, REVENUES			627,645.00	10,750.00	-98.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	188,641.00	200,000.00	6.0%
6) Capital Outlay		6000-6999	182,764.00	80,000.00	-56.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			371,405.00	280,000.00	-24.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			256,240.00	(269,250.00)	-205.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	400,000.00	New
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	400,000.00	New

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			256,240.00	130,750.00	-49.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	397,534.00	653,774.00	64.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			397,534.00	653,774.00	64.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			397,534.00	653,774.00	64.5%
2) Ending Balance, June 30 (E + F1e)			653,774.00	784,524.00	20.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	653,774.00	784,524.00	20.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	613,900.00	0.00	-100.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			613,900.00	0.00	-100.0%
OTHER STATE REVENUE					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	13,745.00	10,750.00	-21.8%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			13,745.00	10,750.00	-21.8%
TOTAL, REVENUES			627,645.00	10,750.00	-98.3%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	24,995.00	0.00	-100.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	163,646.00	200,000.00	22.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			188,641.00	200,000.00	6.0%
CAPITAL OUTLAY					
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	182,764.00	0.00	-100.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	80,000.00	New
TOTAL, CAPITAL OUTLAY			182,764.00	80,000.00	-56.2%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			371,405.00	280,000.00	-24.6%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	400,000.00	New
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	400,000.00	New
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	400,000.00	New

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	613,900.00	0.00	-100.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	13,745.00	10,750.00	-21.8%
5) TOTAL, REVENUES			627,645.00	10,750.00	-98.3%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		371,405.00	280,000.00	-24.6%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			371,405.00	280,000.00	-24.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			256,240.00	(269,250.00)	-205.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	400,000.00	New
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	400,000.00	New

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			256,240.00	130,750.00	-49.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	397,534.00	653,774.00	64.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			397,534.00	653,774.00	64.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			397,534.00	653,774.00	64.5%
2) Ending Balance, June 30 (E + F1e)			653,774.00	784,524.00	20.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	653,774.00	784,524.00	20.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	301,986.00	301,986.00	0.0%
5) TOTAL, REVENUES			301,986.00	301,986.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	122,840.00	122,491.00	-0.3%
3) Employee Benefits		3000-3999	53,629.00	56,299.00	5.0%
4) Books and Supplies		4000-4999	204,803.00	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	96,024.00	111,387.00	16.0%
6) Capital Outlay		6000-6999	4,767,552.00	4,034,962.00	-15.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			5,244,848.00	4,325,139.00	-17.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(4,942,862.00)	(4,023,153.00)	-18.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(4,942,862.00)	(4,023,153.00)	-18.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	16,402,404.00	11,459,542.00	-30.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			16,402,404.00	11,459,542.00	-30.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			16,402,404.00	11,459,542.00	-30.1%
2) Ending Balance, June 30 (E + F1e)			11,459,542.00	7,436,389.00	-35.1%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	11,459,542.00	7,436,389.00	-35.1%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	301,986.00	301,986.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			301,986.00	301,986.00	0.0%
TOTAL, REVENUES			301,986.00	301,986.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	122,840.00	122,491.00	-0.3%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			122,840.00	122,491.00	-0.3%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	22,155.00	25,396.00	14.6%
OASDI/Medicare/Alternative		3301-3302	9,368.00	9,372.00	0.0%
Health and Welfare Benefits		3401-3402	18,117.00	18,076.00	-0.2%
Unemployment Insurance		3501-3502	63.00	62.00	-1.6%
Workers' Compensation		3601-3602	3,926.00	3,393.00	-13.6%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			53,629.00	56,299.00	5.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	46,883.00	0.00	-100.0%
Noncapitalized Equipment		4400	157,920.00	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			204,803.00	0.00	-100.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
Professional/Consulting Services and Operating Expenditures		5800	96,024.00	111,387.00	16.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			96,024.00	111,387.00	16.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	662,406.00	0.00	-100.0%
Buildings and Improvements of Buildings		6200	3,934,816.00	4,034,962.00	2.5%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	170,330.00	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			4,767,552.00	4,034,962.00	-15.4%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			5,244,848.00	4,325,139.00	-17.5%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	0.00	0.00	0.0%
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	301,986.00	301,986.00	0.0%
5) TOTAL, REVENUES			301,986.00	301,986.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		5,244,848.00	4,325,139.00	-17.5%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			5,244,848.00	4,325,139.00	-17.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(4,942,862.00)	(4,023,153.00)	-18.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(4,942,862.00)	(4,023,153.00)	-18.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	16,402,404.00	11,459,542.00	-30.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			16,402,404.00	11,459,542.00	-30.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			16,402,404.00	11,459,542.00	-30.1%
2) Ending Balance, June 30 (E + F1e)			11,459,542.00	7,436,389.00	-35.1%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	11,459,542.00	7,436,389.00	-35.1%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	314,467.00	314,467.00	0.0%
5) TOTAL, REVENUES			314,467.00	314,467.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	35,185.00	14,000.00	-60.2%
5) Services and Other Operating Expenditures		5000-5999	1,845.00	1.00	-99.9%
6) Capital Outlay		6000-6999	724,559.00	16,400.00	-97.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			761,589.00	30,401.00	-96.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(447,122.00)	284,066.00	-163.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(447,122.00)	284,066.00	-163.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	591,659.00	144,537.00	-75.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			591,659.00	144,537.00	-75.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			591,659.00	144,537.00	-75.6%
2) Ending Balance, June 30 (E + F1e)			144,537.00	428,603.00	196.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	305,252.00	New
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	144,537.00	123,351.00	-14.7%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	9,215.00	9,215.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Mitigation/Developer Fees		8681	305,252.00	305,252.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			314,467.00	314,467.00	0.0%
TOTAL, REVENUES			314,467.00	314,467.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	18,827.00	12,391.00	-34.2%
Noncapitalized Equipment		4400	16,358.00	1,609.00	-90.2%
TOTAL, BOOKS AND SUPPLIES			35,185.00	14,000.00	-60.2%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,845.00	1.00	-99.9%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,845.00	1.00	-99.9%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	724,559.00	16,400.00	-97.7%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			724,559.00	16,400.00	-97.7%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			761,589.00	30,401.00	-96.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	314,467.00	314,467.00	0.0%
5) TOTAL, REVENUES			314,467.00	314,467.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		761,589.00	30,401.00	-96.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			761,589.00	30,401.00	-96.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(447,122.00)	284,066.00	-163.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(447,122.00)	284,066.00	-163.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	591,659.00	144,537.00	-75.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			591,659.00	144,537.00	-75.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			591,659.00	144,537.00	-75.6%
2) Ending Balance, June 30 (E + F1e)			144,537.00	428,603.00	196.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	305,252.00	New
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	144,537.00	123,351.00	-14.7%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
9010	Other Restricted Local	0.00	305,252.00
Total, Restricted Balance		0.00	305,252.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	873,327.00	271,021.00	-69.0%
5) TOTAL, REVENUES			873,327.00	271,021.00	-69.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	76,500.00	35,000.00	-54.2%
6) Capital Outlay		6000-6999	3,047,447.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			3,123,947.00	35,000.00	-98.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(2,250,620.00)	236,021.00	-110.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,250,620.00)	236,021.00	-110.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	10,843,031.00	8,592,411.00	-20.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,843,031.00	8,592,411.00	-20.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,843,031.00	8,592,411.00	-20.8%
2) Ending Balance, June 30 (E + F1e)			8,592,411.00	8,828,432.00	2.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	3,654,125.00	3,894,125.00	6.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	4,938,286.00	4,934,307.00	-0.1%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	692,510.00	240,000.00	-65.3%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	180,817.00	31,021.00	-82.8%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			873,327.00	271,021.00	-69.0%
TOTAL, REVENUES			873,327.00	271,021.00	-69.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	76,500.00	35,000.00	-54.2%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			76,500.00	35,000.00	-54.2%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,047,447.00	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			3,047,447.00	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			3,123,947.00	35,000.00	-98.9%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	873,327.00	271,021.00	-69.0%
5) TOTAL, REVENUES			873,327.00	271,021.00	-69.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		3,123,947.00	35,000.00	-98.9%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			3,123,947.00	35,000.00	-98.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(2,250,620.00)	236,021.00	-110.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,250,620.00)	236,021.00	-110.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	10,843,031.00	8,592,411.00	-20.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			10,843,031.00	8,592,411.00	-20.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			10,843,031.00	8,592,411.00	-20.8%
2) Ending Balance, June 30 (E + F1e)			8,592,411.00	8,828,432.00	2.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	3,654,125.00	3,894,125.00	6.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	4,938,286.00	4,934,307.00	-0.1%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
9010	Other Restricted Local	3,654,125.00	3,894,125.00
Total, Restricted Balance		3,654,125.00	3,894,125.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	12,175,854.00	12,175,854.00	0.0%
5) TOTAL, REVENUES			12,175,854.00	12,175,854.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	13,457,801.00	13,457,801.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			13,457,801.00	13,457,801.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,281,947.00)	(1,281,947.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(1,281,947.00)	(1,281,947.00)	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	12,989,285.00	11,707,338.00	-9.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,989,285.00	11,707,338.00	-9.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			12,989,285.00	11,707,338.00	-9.9%
2) Ending Balance, June 30 (E + F1e)			11,707,338.00	10,425,391.00	-10.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	11,707,338.00	11,707,338.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	(1,281,947.00)	New

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions Voted Indebtedness Levies					
Homeowners' Exemptions		8571	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes Voted Indebtedness Levies					
Secured Roll		8611	11,501,651.00	11,501,651.00	0.0%
Unsecured Roll		8612	376,997.00	376,997.00	0.0%
Prior Years' Taxes		8613	118,011.00	118,011.00	0.0%
Supplemental Taxes		8614	144,402.00	144,402.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	34,793.00	34,793.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			12,175,854.00	12,175,854.00	0.0%
TOTAL, REVENUES			12,175,854.00	12,175,854.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	4,813,349.00	4,813,349.00	0.0%
Bond Interest and Other Service Charges		7434	8,644,452.00	8,644,452.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			13,457,801.00	13,457,801.00	0.0%
TOTAL, EXPENDITURES			13,457,801.00	13,457,801.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	12,175,854.00	12,175,854.00	0.0%
5) TOTAL, REVENUES			12,175,854.00	12,175,854.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	13,457,801.00	13,457,801.00	0.0%
10) TOTAL, EXPENDITURES			13,457,801.00	13,457,801.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(1,281,947.00)	(1,281,947.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(1,281,947.00)	(1,281,947.00)	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	12,989,285.00	11,707,338.00	-9.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,989,285.00	11,707,338.00	-9.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			12,989,285.00	11,707,338.00	-9.9%
2) Ending Balance, June 30 (E + F1e)			11,707,338.00	10,425,391.00	-10.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	11,707,338.00	11,707,338.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	(1,281,947.00)	New

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,357,969.00	1,400,123.00	3.1%
5) TOTAL, REVENUES			1,357,969.00	1,400,123.00	3.1%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	1,357,969.00	1,400,123.00	3.1%
6) Depreciation		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			1,357,969.00	1,400,123.00	3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	150,984.00	150,984.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			150,984.00	150,984.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			150,984.00	150,984.00	0.0%
2) Ending Net Position, June 30 (E + F1e)			150,984.00	150,984.00	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	150,984.00	150,984.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	0.00		
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net Pension Liability		9663	0.00		
b) Total/Net OPEB Liability		9664	0.00		
c) Compensated Absences		9665	0.00		
d) COPs Payable		9666	0.00		
e) Capital Leases Payable		9667	0.00		
f) Lease Revenue Bonds Payable		9668	0.00		
g) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G10 + H2) - (I7 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER STATE REVENUE					
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
In-District Premiums/ Contributions		8674	1,357,969.00	1,400,123.00	3.1%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,357,969.00	1,400,123.00	3.1%
TOTAL, REVENUES			1,357,969.00	1,400,123.00	3.1%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,357,969.00	1,400,123.00	3.1%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,357,969.00	1,400,123.00	3.1%
DEPRECIATION					
Depreciation Expense		6900	0.00	0.00	0.0%
TOTAL, DEPRECIATION			0.00	0.00	0.0%
TOTAL, EXPENSES			1,357,969.00	1,400,123.00	3.1%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,357,969.00	1,400,123.00	3.1%
5) TOTAL, REVENUES			1,357,969.00	1,400,123.00	3.1%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		1,357,969.00	1,400,123.00	3.1%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			1,357,969.00	1,400,123.00	3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	150,984.00	150,984.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			150,984.00	150,984.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			150,984.00	150,984.00	0.0%
2) Ending Net Position, June 30 (E + F1e)			150,984.00	150,984.00	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	150,984.00	150,984.00	0.0%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Net Position		0.00	0.00

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	160,000.00	105,000.00	-34.4%
5) TOTAL, REVENUES			160,000.00	105,000.00	-34.4%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	1,366,055.00	1,408,209.00	3.1%
6) Depreciation		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			1,366,055.00	1,408,209.00	3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,206,055.00)	(1,303,209.00)	8.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(1,206,055.00)	(1,303,209.00)	8.1%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	7,195,429.00	5,989,374.00	-16.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,195,429.00	5,989,374.00	-16.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			7,195,429.00	5,989,374.00	-16.8%
2) Ending Net Position, June 30 (E + F1e)			5,989,374.00	4,686,165.00	-21.8%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	5,989,374.00	4,686,165.00	-21.8%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Fixed Assets		9400			
10) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net Pension Liability		9663	0.00		
b) Total/Net OPEB Liability		9664	0.00		
c) Compensated Absences		9665	0.00		
d) COPs Payable		9666	0.00		
e) Capital Leases Payable		9667	0.00		
f) Lease Revenue Bonds Payable		9668	0.00		
g) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G10 + H2) - (I7 + J2)			0.00		

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Interest		8660	160,000.00	105,000.00	-34.4%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			160,000.00	105,000.00	-34.4%
TOTAL, REVENUES			160,000.00	105,000.00	-34.4%
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,366,055.00	1,408,209.00	3.1%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,366,055.00	1,408,209.00	3.1%
TOTAL, EXPENSES			1,366,055.00	1,408,209.00	3.1%

Description	Resource Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	160,000.00	105,000.00	-34.4%
5) TOTAL, REVENUES			160,000.00	105,000.00	-34.4%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		1,366,055.00	1,408,209.00	3.1%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			1,366,055.00	1,408,209.00	3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(1,206,055.00)	(1,303,209.00)	8.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2018-19 Estimated Actuals	2019-20 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(1,206,055.00)	(1,303,209.00)	8.1%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	7,195,429.00	5,989,374.00	-16.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,195,429.00	5,989,374.00	-16.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			7,195,429.00	5,989,374.00	-16.8%
2) Ending Net Position, June 30 (E + F1e)			5,989,374.00	4,686,165.00	-21.8%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	5,989,374.00	4,686,165.00	-21.8%

Resource	Description	2018-19 Estimated Actuals	2019-20 Budget
Total, Restricted Net Position		0.00	0.00

Description	2018-19 Estimated Actuals			2019-20 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	14,648.59	14,648.59	14,648.59	14,598.84	14,619.40	14,688.64
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4. Total, District Regular ADA (Sum of Lines A1 through A3)	14,648.59	14,648.59	14,648.59	14,598.84	14,619.40	14,688.64
5. District Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	0.00	0.00	0.00	0.00	0.00	0.00
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	14,648.59	14,648.59	14,648.59	14,598.84	14,619.40	14,688.64
7. Adults in Correctional Facilities						
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE									
A. BEGINNING CASH			19,692,754.00	12,850,823.00	25,441,260.00	25,566,140.00	20,326,435.00	13,672,996.00	25,982,026.00	23,193,446.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		3,554,070.00	3,554,070.00	12,507,071.00	6,402,752.00	6,402,752.00	12,507,071.00	6,402,752.00	6,095,275.00
Property Taxes	8020-8079		882,817.00	722,746.00	33,954.00	0.00	397,753.00	13,310,161.00	8,493,474.00	2,357,412.00
Miscellaneous Funds	8080-8099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299		0.00	1,157.00	167,776.00	564,076.00	(38,762.00)	5,785.00	931,448.00	20,827.00
Other State Revenue	8300-8599		342,161.00	1,081,576.00	1,245,407.00	520,490.00	878,599.00	1,564,370.00	2,376,277.00	679,972.00
Other Local Revenue	8600-8799		53,421.00	187,876.00	587,888.00	594,856.00	281,815.00	86,970.00	158,714.00	84,132.00
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS			4,832,469.00	5,547,425.00	14,542,096.00	8,082,174.00	7,922,157.00	27,474,357.00	18,362,665.00	9,237,618.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		75,009.00	6,090,711.00	6,263,232.00	6,458,254.00	6,615,773.00	8,273,466.00	6,555,766.00	6,608,272.00
Classified Salaries	2000-2999		16,871.00	1,265,313.00	2,080,737.00	2,463,143.00	2,505,320.00	3,107,047.00	2,505,320.00	2,457,519.00
Employee Benefits	3000-3999		53,185.00	1,781,713.00	3,217,721.00	3,369,679.00	3,430,463.00	3,928,127.00	3,468,452.00	3,476,050.00
Books and Supplies	4000-4999		47,724.00	526,608.00	277,457.00	248,493.00	257,380.00	241,911.00	193,199.00	218,872.00
Services	5000-5999		1,520,857.00	865,046.00	1,063,351.00	1,216,373.00	1,094,580.00	1,214,812.00	1,118,002.00	935,312.00
Capital Outlay	6000-6599		0.00	7,587.00	18,949.00	40,589.00	42,626.00	5,494.00	3,831.00	21,248.00
Other Outgo	7000-7499		173,188.00	149,009.00	366,056.00	149,290.00	151,820.00	151,820.00	151,539.00	151,539.00
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			1,886,834.00	10,685,987.00	13,287,503.00	13,945,821.00	14,097,962.00	16,922,677.00	13,996,109.00	13,868,812.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199								(9,500,000.00)	
Accounts Receivable	9200-9299		252,321.00	319,527.00	(153,617.00)	1,144,579.00	170,362.00	267,961.00	3,321,922.00	35,318.00
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	252,321.00	319,527.00	(153,617.00)	1,144,579.00	170,362.00	267,961.00	(6,178,078.00)	35,318.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599		10,033,433.00	306,825.00	175,306.00	180,658.00	(440,511.00)	(421,802.00)	94,883.00	(20,826.00)
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650		0.00		0.00	0.00	0.00	0.00	0.00	
Deferred Inflows of Resources	9690		6,454.00	(17,716,297.00)	800,790.00	339,979.00	1,088,507.00	(1,067,587.00)	882,175.00	(31,440.00)
SUBTOTAL		0.00	10,039,887.00	(17,409,472.00)	976,096.00	520,637.00	647,996.00	(1,489,389.00)	977,058.00	(52,266.00)
Nonoperating										
Suspense Clearing	9910		0.00							
TOTAL BALANCE SHEET ITEMS		0.00	(9,787,566.00)	17,728,999.00	(1,129,713.00)	623,942.00	(477,634.00)	1,757,350.00	(7,155,136.00)	87,584.00
E. NET INCREASE/DECREASE (B - C + D)			(6,841,931.00)	12,590,437.00	124,880.00	(5,239,705.00)	(6,653,439.00)	12,309,030.00	(2,788,580.00)	(4,543,610.00)
F. ENDING CASH (A + E)			12,850,823.00	25,441,260.00	25,566,140.00	20,326,435.00	13,672,996.00	25,982,026.00	23,193,446.00	18,649,836.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		18,649,836.00	19,343,304.00	21,712,262.00	9,942,699.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	12,443,767.00	6,095,275.00	6,095,275.00	8,384,220.00	(10,000.00)		90,434,350.00	90,434,350.00
Property Taxes	8020-8079	(77,615.00)	9,405,394.00	6,693,886.00	6,291,282.00	(4,846.00)		48,506,418.00	48,506,418.00
Miscellaneous Funds	8080-8099	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Federal Revenue	8100-8299	76,946.00	222,159.00	12,149.00	3,822,987.00	(1,156.00)		5,785,392.00	5,785,392.00
Other State Revenue	8300-8599	1,590,467.00	884,398.00	604,580.00	2,730,036.00			14,498,333.00	14,498,333.00
Other Local Revenue	8600-8799	133,423.00	143,746.00	267,880.00	0.00			2,580,721.00	2,580,721.00
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00		0.00	0.00
All Other Financing Sources	8930-8979	0.00	0.00	0.00	0.00	0.00		0.00	0.00
TOTAL RECEIPTS		14,166,988.00	16,750,972.00	13,673,770.00	21,228,525.00	(16,002.00)	0.00	161,805,214.00	161,805,214.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,615,773.00	6,510,761.00	6,698,282.00	8,250,964.00	(7,501.00)		75,008,762.00	75,008,762.00
Classified Salaries	2000-2999	2,480,014.00	2,508,132.00	2,530,626.00	4,198,028.00	2.00		28,118,072.00	28,118,072.00
Employee Benefits	3000-3999	3,483,648.00	3,483,648.00	3,529,236.00	4,771,493.00	(3,795.00)		37,989,620.00	37,989,620.00
Books and Supplies	4000-4999	230,391.00	290,293.00	219,201.00	539,774.00	(1.00)		3,291,302.00	3,291,302.00
Services	5000-5999	1,419,363.00	2,000,224.00	1,776,936.00	1,388,133.00	1,561.00		15,614,550.00	15,614,550.00
Capital Outlay	6000-6599	10,297.00	2,168.00	3,345.00	30,704.00	37.00		186,875.00	186,875.00
Other Outgo	7000-7499	98,402.00	110,210.00	149,852.00	1,008,762.00	(896,690.00)		1,914,797.00	1,914,797.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	1,084,027.00			1,084,027.00	1,084,027.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00				0.00	0.00
TOTAL DISBURSEMENTS		14,337,888.00	14,905,436.00	14,907,478.00	21,271,885.00	(906,387.00)	0.00	163,208,005.00	163,208,005.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199			(9,500,000.00)				(19,000,000.00)	
Accounts Receivable	9200-9299	65,067.00	23,555.00	(31,490.00)	(530,000.00)			4,885,505.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340				6,503,250.00			6,503,250.00	
Deferred Outflows of Resources	9490				0.00			0.00	
SUBTOTAL		65,067.00	23,555.00	(9,531,490.00)	5,973,250.00	0.00	0.00	(7,611,245.00)	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	(441,887.00)	(499,867.00)	631,513.00				9,597,725.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690	(357,414.00)		372,852.00	(2,650,000.00)			(18,331,981.00)	
SUBTOTAL		(799,301.00)	(499,867.00)	1,004,365.00	(2,650,000.00)	0.00	0.00	(8,734,256.00)	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		864,368.00	523,422.00	(10,535,855.00)	8,623,250.00	0.00	0.00	1,123,011.00	
E. NET INCREASE/DECREASE (B - C + D)		693,468.00	2,368,958.00	(11,769,563.00)	8,579,890.00	890,385.00	0.00	(279,780.00)	(1,402,791.00)
F. ENDING CASH (A + E)		19,343,304.00	21,712,262.00	9,942,699.00	18,522,589.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								19,412,974.00	

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE									
A. BEGINNING CASH			18,522,589.00	11,849,771.00	28,459,832.00	28,872,466.00	23,661,536.00	17,020,004.00	29,490,433.00	24,613,046.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		3,713,531.00	3,713,531.00	13,068,228.00	6,690,026.00	6,690,026.00	13,068,228.00	6,690,026.00	6,368,753.00
Property Taxes	8020-8079		882,817.00	722,746.00	33,954.00	0.00	397,753.00	13,310,161.00	8,493,474.00	2,357,412.00
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299		0.00	1,157.00	167,776.00	564,076.00	(38,762.00)	5,785.00	931,448.00	20,827.00
Other State Revenue	8300-8599		330,549.00	1,044,870.00	1,203,141.00	502,826.00	848,782.00	1,511,280.00	2,295,633.00	656,896.00
Other Local Revenue	8600-8799		53,421.00	187,876.00	587,888.00	594,856.00	281,815.00	86,970.00	158,714.00	84,132.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			4,980,318.00	5,670,180.00	15,060,987.00	8,351,784.00	8,179,614.00	27,982,424.00	18,569,295.00	9,488,020.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		76,003.00	6,171,436.00	6,346,243.00	6,543,850.00	6,703,456.00	8,383,120.00	6,642,654.00	6,695,856.00
Classified Salaries	2000-2999		17,125.00	1,284,385.00	2,112,100.00	2,500,270.00	2,543,083.00	3,153,879.00	2,543,083.00	2,494,562.00
Employee Benefits	3000-3999		56,663.00	1,898,222.00	3,428,133.00	3,590,028.00	3,654,786.00	4,184,993.00	3,695,260.00	3,703,355.00
Books and Supplies	4000-4999		39,528.00	436,171.00	229,808.00	205,818.00	213,179.00	200,366.00	160,020.00	181,284.00
Services	5000-5999		1,506,480.00	856,868.00	1,053,299.00	1,204,875.00	1,084,232.00	1,203,328.00	1,107,433.00	926,470.00
Capital Outlay	6000-6599		0.00	0.00	0.00					
Other Outgo	7000-7499		164,878.00	141,860.00	348,493.00	142,127.00	144,536.00	144,536.00	144,268.00	144,268.00
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			1,860,677.00	10,788,942.00	13,518,076.00	14,186,968.00	14,343,272.00	17,270,222.00	14,292,718.00	14,145,795.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199	0.00							(11,500,000.00)	
Accounts Receivable	9200-9299		252,448.00	319,687.00	(153,693.00)	1,145,151.00	170,447.00	268,094.00	3,323,583.00	35,336.00
Due From Other Funds	9310		0.00							
Stores	9320		0.00							
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	252,448.00	319,687.00	(153,693.00)	1,145,151.00	170,447.00	268,094.00	(8,176,417.00)	35,336.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599		10,038,450.00	306,979.00	175,394.00	180,748.00	(440,731.00)	(422,012.00)	94,931.00	(20,837.00)
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690		6,457.00	(21,716,115.00)	801,190.00	340,149.00	1,089,052.00	(1,068,121.00)	882,616.00	(31,456.00)
SUBTOTAL		0.00	10,044,907.00	(21,409,136.00)	976,584.00	520,897.00	648,321.00	(1,490,133.00)	977,547.00	(52,293.00)
Nonoperating										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	(9,792,459.00)	21,728,823.00	(1,130,277.00)	624,254.00	(477,874.00)	1,758,227.00	(9,153,964.00)	87,629.00
E. NET INCREASE/DECREASE (B - C + D)			(6,672,818.00)	16,610,061.00	412,634.00	(5,210,930.00)	(6,641,532.00)	12,470,429.00	(4,877,387.00)	(4,570,146.00)
F. ENDING CASH (A + E)			11,849,771.00	28,459,832.00	28,872,466.00	23,661,536.00	17,020,004.00	29,490,433.00	24,613,046.00	20,042,900.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		20,042,900.00	20,956,283.00	23,321,194.00	9,511,345.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	13,002,084.00	6,368,753.00	6,368,753.00	8,749,949.00	(1.00)		94,491,887.00	94,491,887.00
Property Taxes	8020-8079	(77,610.00)	9,405,394.00	6,693,886.00	6,291,282.00	(4,851.00)		48,506,418.00	48,506,418.00
Miscellaneous Funds	8080-8099					0.00		0.00	
Federal Revenue	8100-8299	76,946.00	222,159.00	12,149.00	3,822,408.00	(577.00)		5,785,392.00	5,785,392.00
Other State Revenue	8300-8599	1,536,491.00	854,384.00	584,063.00	2,637,387.00	1.00		14,006,303.00	14,006,303.00
Other Local Revenue	8600-8799	133,423.00	143,746.00	267,879.00	0.00	1.00		2,580,721.00	2,580,721.00
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		14,671,334.00	16,994,436.00	13,926,730.00	21,501,026.00	(5,427.00)	0.00	165,370,721.00	165,370,721.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,703,456.00	6,597,052.00	6,787,059.00	8,360,320.00	(7,600.00)		76,002,905.00	76,002,905.00
Classified Salaries	2000-2999	2,517,395.00	2,545,937.00	2,568,771.00	4,261,305.00	0.00		28,541,895.00	28,541,895.00
Employee Benefits	3000-3999	3,711,449.00	3,711,449.00	3,760,018.00	5,083,512.00	(4,047.00)		40,473,821.00	40,473,821.00
Books and Supplies	4000-4999	190,825.00	240,439.00	181,556.00	447,075.00	0.00		2,726,069.00	2,726,069.00
Services	5000-5999	1,405,945.00	1,981,315.00	1,760,138.00	1,375,011.00	1,546.00		15,466,940.00	15,466,940.00
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499	93,681.00	104,923.00	142,663.00	960,362.00	(896,690.00)		1,779,905.00	1,779,905.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		14,622,751.00	15,181,115.00	15,200,205.00	20,487,585.00	(906,791.00)	0.00	164,991,535.00	164,991,535.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199			(11,500,000.00)				(23,000,000.00)	
Accounts Receivable	9200-9299	65,099.00	23,566.00	(31,506.00)	(530,265.00)			4,887,947.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340				6,506,502.00			6,506,502.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		65,099.00	23,566.00	(11,531,506.00)	5,976,237.00	0.00	0.00	(11,605,551.00)	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	(442,108.00)	(500,117.00)	631,829.00	0.00			9,602,526.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690	(357,593.00)	(27,907.00)	373,039.00				(19,708,689.00)	
SUBTOTAL		(799,701.00)	(528,024.00)	1,004,868.00	0.00	0.00	0.00	(10,106,163.00)	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		864,800.00	551,590.00	(12,536,374.00)	5,976,237.00	0.00	0.00	(1,499,388.00)	
E. NET INCREASE/DECREASE (B - C + D)		913,383.00	2,364,911.00	(13,809,849.00)	6,989,678.00	901,364.00	0.00	(1,120,202.00)	379,186.00
F. ENDING CASH (A + E)		20,956,283.00	23,321,194.00	9,511,345.00	16,501,023.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								17,402,387.00	

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	76,017,253.00	301	3,279.00	303	76,013,974.00	305	367,084.00		307	75,646,890.00	309
2000 - Classified Salaries	27,535,750.00	311	153,955.00	313	27,381,795.00	315	358.00		317	27,381,437.00	319
3000 - Employee Benefits	36,322,907.00	321	20,053.00	323	36,302,854.00	325	109,307.00		327	36,193,547.00	329
4000 - Books, Supplies Equip Replace. (6500)	8,420,672.00	331	147,610.00	333	8,273,062.00	335	2,665,556.00		337	5,607,506.00	339
5000 - Services. . . & 7300 - Indirect Costs	16,432,606.00	341	40,841.00	343	16,391,765.00	345	6,610,313.00		347	9,781,452.00	349
				TOTAL	164,363,450.00	365			TOTAL	154,610,832.00	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)	Object		EDP No.
1. Teacher Salaries as Per EC 41011	1100	61,041,966.00	375
2. Salaries of Instructional Aides Per EC 41011	2100	7,246,278.00	380
3. STRS	3101 & 3102	9,722,359.00	382
4. PERS	3201 & 3202	1,556,490.00	383
5. OASDI - Regular, Medicare and Alternative	3301 & 3302	1,567,004.00	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans)	3401 & 3402	8,025,392.00	385
7. Unemployment Insurance	3501 & 3502	34,583.00	390
8. Workers' Compensation Insurance	3601 & 3602	2,203,648.00	392
9. OPEB, Active Employees (EC 41372)	3751 & 3752	0.00	
10. Other Benefits (EC 22310)	3901 & 3902	0.00	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10)		91,397,720.00	395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2		4,260.00	
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted)		89,652.00	396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*			396
14. TOTAL SALARIES AND BENEFITS		91,303,808.00	397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372		59.05%	
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X')			

PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1.	Minimum percentage required (60% elementary, 55% unified, 50% high)	55.00%
2.	Percentage spent by this district (Part II, Line 15)	59.05%
3.	Percentage below the minimum (Part III, Line 1 minus Line 2)	0.00%
4.	District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)	154,610,832.00
5.	Deficiency Amount (Part III, Line 3 times Line 4)	0.00

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)

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PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	75,008,762.00	301	0.00	303	75,008,762.00	305	365,262.00		307	74,643,500.00	309
2000 - Classified Salaries	28,118,072.00	311	108,226.00	313	28,009,846.00	315	324.00		317	28,009,522.00	319
3000 - Employee Benefits	37,989,620.00	321	14,313.00	323	37,975,307.00	325	109,885.00		327	37,865,422.00	329
4000 - Books, Supplies Equip Replace. (6500)	3,320,303.00	331	0.00	333	3,320,303.00	335	847,262.00		337	2,473,041.00	339
5000 - Services. . . & 7300 - Indirect Costs	14,717,860.00	341	35,282.00	343	14,682,578.00	345	6,570,501.00		347	8,112,077.00	349
				TOTAL	158,996,796.00	365			TOTAL	151,103,562.00	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)	Object		EDP No.
1. Teacher Salaries as Per EC 41011	1100	60,613,459.00	375
2. Salaries of Instructional Aides Per EC 41011	2100	7,686,983.00	380
3. STRS	3101 & 3102	10,149,030.00	382
4. PERS	3201 & 3202	1,945,558.00	383
5. OASDI - Regular, Medicare and Alternative	3301 & 3302	1,615,336.00	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans)	3401 & 3402	8,536,941.00	385
7. Unemployment Insurance	3501 & 3502	34,723.00	390
8. Workers' Compensation Insurance	3601 & 3602	1,922,650.00	392
9. OPEB, Active Employees (EC 41372)	3751 & 3752	0.00	
10. Other Benefits (EC 22310)	3901 & 3902	0.00	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10)		92,504,680.00	395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2		0.00	
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted)		94,294.00	396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*			396
14. TOTAL SALARIES AND BENEFITS		92,410,386.00	397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372		61.16%	
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X')			

PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1.	Minimum percentage required (60% elementary, 55% unified, 50% high)	55.00%
2.	Percentage spent by this district (Part II, Line 15)	61.16%
3.	Percentage below the minimum (Part III, Line 1 minus Line 2)	0.00%
4.	District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)	151,103,562.00
5.	Deficiency Amount (Part III, Line 3 times Line 4)	0.00

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)

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Section I - Expenditures	Funds 01, 09, and 62 Goals	Functions	Objects	2018-19 Expenditures
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	169,491,379.00
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	6,289,713.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	172,156.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	1,055,593.00
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	2,050,221.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	893,661.00
6. All Other Financing Uses	All	9100 9200	7699 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	40,689.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	573,374.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				4,785,694.00
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	301,016.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				158,716,988.00

Section II - Expenditures Per ADA		2018-19 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		14,648.59
B. Expenditures per ADA (Line I.E divided by Line II.A)		10,834.97

Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)	Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	151,717,613.59	10,403.06
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	151,717,613.59	10,403.06
B. Required effort (Line A.2 times 90%)	136,545,852.23	9,362.75
C. Current year expenditures (Line I.E and Line II.B)	158,716,988.00	10,834.97
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2020-21 may be reduced by the lower of the two percentages)	0.00%	0.00%

SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)

Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A. Salaries and Benefits - Other General Administration and Centralized Data Processing

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 7200-7700, goals 0000 and 9000) — 7,817,391.00
2. Contracted general administrative positions not paid through payroll
   a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800.
   b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) — 132,058,519.00

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) — 5.92%

Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

A. Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. — 0.00

B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. — 0.00

Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)

A.	**Indirect Costs**	
1.	Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	9,786,958.00
2.	Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	2,396,276.00
3.	External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	71,250.00
4.	Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5.	Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	895,054.80
6.	Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7.	Adjustment for Employment Separation Costs	
	a. Plus: Normal Separation Costs (Part II, Line A)	0.00
	b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8.	Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	13,149,538.80
9.	Carry-Forward Adjustment (Part IV, Line F)	681,444.60
10.	Total Adjusted Indirect Costs (Line A8 plus Line A9)	13,830,983.40
B.	**Base Costs**	
1.	Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	102,918,344.00
2.	Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	20,017,804.00
3.	Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	11,835,980.00
4.	Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	1,446,955.00
5.	Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	172,156.00
6.	Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7.	Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	797,817.00
8.	External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9.	Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	346,698.00
10.	Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	1,754.00
11.	Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	14,224,114.20
12.	Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13.	Adjustment for Employment Separation Costs	
	a. Less: Normal Separation Costs (Part II, Line A)	0.00
	b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14.	Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	3,689,847.00
15.	Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	5,949,318.00
16.	Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	3,919,954.00
17.	Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18.	Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	165,320,741.20
C.	**Straight Indirect Cost Percentage Before Carry-Forward Adjustment (For information only - not for use when claiming/recovering indirect costs)** (Line A8 divided by Line B18)	7.95%
D.	**Preliminary Proposed Indirect Cost Rate (For final approved fixed-with-carry-forward rate for use in 2020-21 see www.cde.ca.gov/fg/ac/ic)** (Line A10 divided by Line B18)	8.37%

Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

A.	**Indirect costs incurred in the current year (Part III, Line A8)**	13,149,538.80
B.	**Carry-forward adjustment from prior year(s)**	
1.	Carry-forward adjustment from the second prior year	63,217.98
2.	Carry-forward adjustment amount deferred from prior year(s), if any	0.00
C.	**Carry-forward adjustment for under- or over-recovery in the current year**	
1.	Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (7.58%) times Part III, Line B18); zero if negative	681,444.60
2.	Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (7.58%) times Part III, Line B18) or (the highest rate used to recover costs from any program (7.6%) times Part III, Line B18); zero if positive	0.00
D.	**Preliminary carry-forward adjustment (Line C1 or C2)**	681,444.60

E. Optional allocation of negative carry-forward adjustment over more than one year

Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.

Option 1.	Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	not applicable
Option 2.	Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
Option 3.	Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
	LEA request for Option 1, Option 2, or Option 3	1
F.	**Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)**	681,444.60

Approved indirect cost rate: 7.58%
Highest rate used in any program: 7.60%

Note: In one or more resources, the rate used is greater than the approved rate.

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except Object 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	1,792,658.00	136,268.00	7.60%
01	3550	73,654.00	3,683.00	5.00%
01	4035	309,268.00	23,443.00	7.58%
01	4127	103,207.00	7,824.00	7.58%
01	4201	35,949.00	2,725.00	7.58%
01	4203	243,523.00	4,870.00	2.00%
01	6010	224,744.00	11,237.00	5.00%
01	6387	326,281.00	24,732.00	7.58%
01	7338	146,179.00	11,080.00	7.58%
01	8150	4,274,543.00	287,986.00	6.74%
01	9010	4,704,330.00	1,180.00	0.03%
11	6391	2,829,421.00	141,597.00	5.00%
11	6392	153,166.00	11,610.00	7.58%
12	5025	149,537.00	11,336.00	7.58%
12	5320	40,323.00	2,182.00	5.41%
12	6105	791,042.00	59,961.00	7.58%
12	9010	4,968,416.00	376,607.00	7.58%
13	5310	3,919,954.00	212,070.00	5.41%

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR					
1. Adjusted Beginning Fund Balance	9791-9795	900.00	5.00	1,906,469.00	1,907,374.00
2. State Lottery Revenue	8560	2,298,522.00		812,021.00	3,110,543.00
3. Other Local Revenue	8600-8799	0.00		0.00	0.00
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
6. Total Available (Sum Lines A1 through A5)		2,299,422.00	5.00	2,718,490.00	5,017,917.00
B. EXPENDITURES AND OTHER FINANCING USES					
1. Certificated Salaries	1000-1999	0.00			0.00
2. Classified Salaries	2000-2999	0.00			0.00
3. Employee Benefits	3000-3999	0.00			0.00
4. Books and Supplies	4000-4999	0.00		2,629,085.00	2,629,085.00
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	900.00			900.00
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800				
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800			89,405.00	89,405.00
6. Capital Outlay	6000-6999	0.00			0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211,7212,7221, 7222,7281,7282	0.00			0.00
b. To JPAs and All Others	7213,7223, 7283,7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399				
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		900.00	0.00	2,718,490.00	2,719,390.00
C. ENDING BALANCE (Must equal Line A6 minus Line B12)	979Z	2,298,522.00	5.00	0.00	2,298,527.00

D. COMMENTS:

Accelerated Learning license for curriculum and professional development

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	138,940,768.00	2.92%	142,998,305.00	2.71%	146,876,329.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	2,892,277.00	0.00%	2,892,277.00	0.00%	2,892,277.00
4. Other Local Revenues	8600-8799	506,063.00	0.00%	506,063.00	0.00%	506,063.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(23,422,097.00)	1.80%	(23,844,062.00)	0.39%	(23,937,377.00)
6. Total (Sum lines A1 thru A5c)		118,917,011.00	3.06%	122,552,583.00	3.09%	126,337,292.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				62,374,638.00		63,225,253.00
b. Step & Column Adjustment				850,615.00		878,866.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	62,374,638.00	1.36%	63,225,253.00	1.39%	64,104,119.00
2. Classified Salaries						
a. Base Salaries				16,895,081.00		17,132,362.00
b. Step & Column Adjustment				237,281.00		237,281.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	16,895,081.00	1.40%	17,132,362.00	1.38%	17,369,643.00
3. Employee Benefits	3000-3999	28,809,403.00	6.59%	30,709,003.00	6.71%	32,769,061.00
4. Books and Supplies	4000-4999	1,653,328.00	0.00%	1,653,328.00	3.05%	1,703,755.00
5. Services and Other Operating Expenditures	5000-5999	9,189,701.00	-2.35%	8,973,495.00	1.20%	9,081,276.00
6. Capital Outlay	6000-6999	96,369.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,648,714.00	-8.18%	1,513,822.00	4.05%	1,575,124.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(1,508,445.00)	0.00%	(1,508,445.00)	-4.90%	(1,434,496.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,084,027.00	-0.23%	1,081,542.00	-5.07%	1,026,744.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		120,242,816.00	2.11%	122,780,360.00	2.78%	126,195,226.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(1,325,805.00)		(227,777.00)		142,066.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		7,084,007.00		5,758,202.00		5,530,425.00
2. Ending Fund Balance (Sum lines C and D1)		5,758,202.00		5,530,425.00		5,672,491.00
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00		87,640.00		87,640.00
d. Assigned	9780	436,923.00		349,283.00		349,283.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	5,321,279.00		5,093,502.00		5,235,568.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		5,758,202.00		5,530,425.00		5,672,491.00

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	5,321,279.00		5,093,502.00		5,235,568.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)		5,321,279.00		5,093,502.00		5,235,568.00

F. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	5,785,392.00	0.00%	5,785,392.00	0.00%	5,785,392.00
3. Other State Revenues	8300-8599	11,606,056.00	-4.24%	11,114,026.00	0.00%	11,114,026.00
4. Other Local Revenues	8600-8799	2,074,658.00	0.00%	2,074,658.00	0.00%	2,074,658.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	
c. Contributions	8980-8999	23,422,097.00	1.80%	23,844,062.00	0.39%	23,937,377.00
6. Total (Sum lines A1 thru A5c)		42,888,203.00	-0.16%	42,818,138.00	0.22%	42,911,453.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				12,634,124.00		12,777,652.00
b. Step & Column Adjustment				143,528.00		143,528.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						(381,195.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	12,634,124.00	1.14%	12,777,652.00	-1.86%	12,539,985.00
2. Classified Salaries						
a. Base Salaries				11,222,991.00		11,409,533.00
b. Step & Column Adjustment				186,542.00		186,542.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	11,222,991.00	1.66%	11,409,533.00	1.63%	11,596,075.00
3. Employee Benefits	3000-3999	9,180,217.00	6.37%	9,764,818.00	0.34%	9,797,876.00
4. Books and Supplies	4000-4999	1,637,974.00	-32.68%	1,102,639.00	-32.28%	746,757.00
5. Services and Other Operating Expenditures	5000-5999	6,424,849.00	1.07%	6,493,445.00	0.03%	6,495,513.00
6. Capital Outlay	6000-6999	90,506.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,162,773.00	0.00%	1,162,773.00	0.00%	1,162,773.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	611,755.00	0.00%	611,755.00	-6.42%	572,474.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		42,965,189.00	0.83%	43,322,615.00	-0.95%	42,911,453.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(76,986.00)		(504,477.00)		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		581,463.00		504,477.00		0.00
2. Ending Fund Balance (Sum lines C and D1)		504,477.00		0.00		0.00
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	504,477.00				
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		504,477.00		0.00		0.00

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
(Enter reserve projections for subsequent years 1 and 2						
in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						

F. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

We received the Low Performing Block Grant. However, the grant will be spent in 2019-20 and 2020-21. The expenditures in salaries are taken out as an adjustment in the 2021-22 projection line Bd.

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	138,940,768.00	2.92%	142,998,305.00	2.71%	146,876,329.00
2. Federal Revenues	8100-8299	5,785,392.00	0.00%	5,785,392.00	0.00%	5,785,392.00
3. Other State Revenues	8300-8599	14,498,333.00	-3.39%	14,006,303.00	0.00%	14,006,303.00
4. Other Local Revenues	8600-8799	2,580,721.00	0.00%	2,580,721.00	0.00%	2,580,721.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		161,805,214.00	2.20%	165,370,721.00	2.35%	169,248,745.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				75,008,762.00		76,002,905.00
b. Step & Column Adjustment				994,143.00		1,022,394.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		(381,195.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	75,008,762.00	1.33%	76,002,905.00	0.84%	76,644,104.00
2. Classified Salaries						
a. Base Salaries				28,118,072.00		28,541,895.00
b. Step & Column Adjustment				423,823.00		423,823.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	28,118,072.00	1.51%	28,541,895.00	1.48%	28,965,718.00
3. Employee Benefits	3000-3999	37,989,620.00	6.54%	40,473,821.00	5.17%	42,566,937.00
4. Books and Supplies	4000-4999	3,291,302.00	-16.27%	2,755,967.00	-11.08%	2,450,512.00
5. Services and Other Operating Expenditures	5000-5999	15,614,550.00	-0.95%	15,466,940.00	0.71%	15,576,789.00
6. Capital Outlay	6000-6999	186,875.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	2,811,487.00	-4.80%	2,676,595.00	2.29%	2,737,897.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(896,690.00)	0.00%	(896,690.00)	-3.87%	(862,022.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	1,084,027.00	-0.23%	1,081,542.00	-5.07%	1,026,744.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		163,208,005.00	1.77%	166,102,975.00	1.81%	169,106,679.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(1,402,791.00)		(732,254.00)		142,066.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		7,665,470.00		6,262,679.00		5,530,425.00
2. Ending Fund Balance (Sum lines C and D1)		6,262,679.00		5,530,425.00		5,672,491.00
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	504,477.00		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		87,640.00		87,640.00
d. Assigned	9780	436,923.00		349,283.00		349,283.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	5,321,279.00		5,093,502.00		5,235,568.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		6,262,679.00		5,530,425.00		5,672,491.00

Description	Object Codes	2019-20 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2020-21 Projection (C)	% Change (Cols. E-C/C) (D)	2021-22 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	5,321,279.00		5,093,502.00		5,235,568.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		5,321,279.00		5,093,502.00		5,235,568.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		3.26%		3.07%		3.10%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	Yes					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00				
2. District ADA						
Used to determine the reserve standard percentage level on line F3d						
(Col. A: Form A, Estimated P-2 ADA column, Lines A4 and C4; enter projections)		14,598.84		14,689.00		14,689.00
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		163,208,005.00		166,102,975.00		169,106,679.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		163,208,005.00		166,102,975.00		169,106,679.00
d. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		4,896,240.15		4,983,089.25		5,073,200.37
f. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		4,896,240.15		4,983,089.25		5,073,200.37
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Current LEA: 19-64337-0000000 Burbank Unified

Selected SELPA: DJ

(Enter a SELPA ID from the list below then save and close)

POTENTIAL SELPAS FOR THIS LEA		DATE APPROVED
ID	SELPA-TITLE	(from Form SEA)
DJ	Foothill	

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
01 GENERAL FUND								
Expenditure Detail	0.00	(202,037.00)	0.00	(847,765.00)				
Other Sources/Uses Detail					0.00	893,661.00		
Fund Reconciliation							0.00	0.00
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
11 ADULT EDUCATION FUND								
Expenditure Detail	4,647.00	0.00	185,609.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	123,420.00	0.00	450,086.00	0.00				
Other Sources/Uses Detail					893,661.00	0.00		
Fund Reconciliation							0.00	0.00
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	73,970.00	0.00	212,070.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	202,037.00	(202,037.00)	847,765.00	(847,765.00)	893,661.00	893,661.00	0.00	0.00

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
01 GENERAL FUND								
Expenditure Detail	0.00	(213,253.00)	0.00	(896,690.00)				
Other Sources/Uses Detail					0.00	1,084,027.00		
Fund Reconciliation								
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
11 ADULT EDUCATION FUND								
Expenditure Detail	6,150.00	0.00	192,478.00	0.00				
Other Sources/Uses Detail					268,520.00	0.00		
Fund Reconciliation								
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	125,358.00	0.00	502,719.00	0.00				
Other Sources/Uses Detail					415,507.00	0.00		
Fund Reconciliation								
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	81,745.00	0.00	201,493.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					400,000.00	0.00		
Fund Reconciliation								
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
TOTALS	213,253.00	(213,253.00)	896,690.00	(896,690.00)	1,084,027.00	1,084,027.00		

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a school district, either individually or as a member of a joint powers agency, is self-insured for workers' compensation claims, the superintendent of the school district annually shall provide information to the governing board of the school district regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

( ) Our district is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

Total liabilities actuarially determined:	$
Less: Amount of total liabilities reserved in budget:	$
Estimated accrued but unfunded liabilities:	$ 0.00

(X) This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:
West San Gabriel Workers Compensation JPA

( ) This school district is not self-insured for workers' compensation claims.

Signed _____ Date of Meeting: _____
Clerk/Secretary of the Governing Board
(Original signature required)

For additional information on this certification, please contact:

Name: David Jaynes

Title: Assistant Superintendent of Admin Services

Telephone: 818-729-4473

E-mail: davidjaynes@burbankusd.org

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the approval of the budget.

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

STANDARD: Funded average daily attendance (ADA) has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	District ADA		
3.0%	0	to	300
2.0%	301	to	1,000
1.0%	1,001	and	over

District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4): 14,599

District's ADA Standard Percentage Level: **1.0%**

1A. Calculating the District's ADA Variances

DATA ENTRY: For the Third, Second, and First Prior Years, enter Estimated Funded ADA in the Original Budget Funded ADA column; enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the Third, Second, and First Prior Years. All other data are extracted.

Fiscal Year	Original Budget Funded ADA (Form A, Lines A4 and C4)	Estimated/Unaudited Actuals Funded ADA (Form A, Lines A4 and C4)	ADA Variance Level (If Budget is greater than Actuals, else N/A)	Status
Third Prior Year (2016-17)				
District Regular	14,781	14,666		
Charter School				
Total ADA	**14,781**	**14,666**	**0.8%**	**Met**
Second Prior Year (2017-18)				
District Regular	14,700	1,470		
Charter School				
Total ADA	**14,700**	**1,470**	**90.0%**	**Not Met**
First Prior Year (2018-19)				
District Regular	14,629	14,649		
Charter School		0		
Total ADA	**14,629**	**14,649**	**N/A**	**Met**
Budget Year (2019-20)				
District Regular	14,689			
Charter School	0			
Total ADA	**14,689**			

1B. Comparison of District ADA to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Funded ADA has not been overestimated by more than the standard percentage level for the first prior year.

Explanation: (required if NOT met)

There is a glich in the column Estimated / UA funded ADA. It isn't picking up the correct ADA from the original budget line for 2017-18.

1b. STANDARD MET - Funded ADA has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation: (required if NOT met)

2. CRITERION: Enrollment

STANDARD: Projected enrollment has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	District ADA		
3.0%	0	to	300
2.0%	301	to	1,000
1.0%	1,001	and	over

District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4): 14,599

District's Enrollment Standard Percentage Level: 1.0%

2A. Calculating the District's Enrollment Variances

DATA ENTRY: Enter data in the Enrollment, Budget, column for all fiscal years and in the Enrollment, CBEDS Actual column for the First Prior Year; all other data are extracted or calculated. CBEDS Actual enrollment data preloaded in the District Regular lines will include both District Regular and Charter School enrollment. Districts will need to adjust the District Regular enrollment lines and the Charter School enrollment lines accordingly. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment Budget	Enrollment CBEDS Actual	Enrollment Variance Level (If Budget is greater than Actual, else N/A)	Status
Third Prior Year (2016-17)				
District Regular	16,245	16,104		
Charter School				
Total Enrollment	**16,245**	**16,104**	**0.9%**	**Met**
Second Prior Year (2017-18)				
District Regular	15,218	15,173		
Charter School				
Total Enrollment	**15,218**	**15,173**	**0.3%**	**Met**
First Prior Year (2018-19)				
District Regular	15,173	15,153		
Charter School				
Total Enrollment	**15,173**	**15,153**	**0.1%**	**Met**
Budget Year (2019-20)				
District Regular	15,229			
Charter School				
Total Enrollment	**15,229**			

2B. Comparison of District Enrollment to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Enrollment has not been overestimated by more than the standard percentage level for the first prior year.

Explanation:
(required if NOT met)

1b. STANDARD MET - Enrollment has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

3. CRITERION: ADA to Enrollment

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the budget year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: All data are extracted or calculated. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Estimated/Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Criterion 2, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2016-17)			
District Regular	14,657	16,104	
Charter School		0	
Total ADA/Enrollment	**14,657**	**16,104**	**91.0%**
Second Prior Year (2017-18)			
District Regular	14,629	15,173	
Charter School			
Total ADA/Enrollment	**14,629**	**15,173**	**96.4%**
First Prior Year (2018-19)			
District Regular	14,649	15,153	
Charter School	0		
Total ADA/Enrollment	**14,649**	**15,153**	**96.7%**
		Historical Average Ratio:	94.7%
		District's ADA to Enrollment Standard (historical average ratio plus 0.5%):	**95.2%**

3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: Enter data in the Estimated P-2 ADA column for the two subsequent years. Enter data in the Enrollment column for the two subsequent years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund only, for all fiscal years. All other data are extracted or calculated.

Fiscal Year	Estimated P-2 ADA Budget (Form A, Lines A4 and C4)	Enrollment Budget/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Budget Year (2019-20)				
District Regular	14,599	15,229		
Charter School	0			
Total ADA/Enrollment	**14,599**	**15,229**	**95.9%**	**Not Met**
1st Subsequent Year (2020-21)				
District Regular	14,674	15,229		
Charter School				
Total ADA/Enrollment	**14,674**	**15,229**	**96.4%**	**Not Met**
2nd Subsequent Year (2021-22)				
District Regular	14,674	15,229		
Charter School				
Total ADA/Enrollment	**14,674**	**15,229**	**96.4%**	**Not Met**

3C. Comparison of District ADA to Enrollment Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio is above the standard for one or more of the budget or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:
(required if NOT met)

This is due to CBEDS including the local Charter School - Options for Youth - enrollment. However, BUSD only used the district's enrollment in the estimated column. Fiscal year 2017-18 is the year that the charter school data is not included in CBEDS total and it shows 96.4% which would meet our current year projected year ratios.

4. CRITERION: LCFF Revenue

STANDARD: Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the district's cost-of-living adjustment (COLA) and its economic recovery target payment, plus or minus one percent.

For basic aid districts, projected LCFF revenue has not changed from the prior fiscal year by more than the percent change in property tax revenues plus or minus one percent.

For districts funded by necessary small school formulas, projected LCFF revenue has not changed from the prior fiscal year amount by more than the district's COLA and its economic recovery target payment, plus or minus one percent.

4A. District's LCFF Revenue Standard

Indicate which standard applies:

LCFF Revenue

Basic Aid

Necessary Small School

The District must select which LCFF revenue standard applies.
LCFF Revenue Standard selected: LCFF Revenue

4A1. Calculating the District's LCFF Revenue Standard

DATA ENTRY: Enter data in Step 1a for the two subsequent fiscal years. All other data is extracted or calculated. Enter data for Steps 2a through 2c. All other data is calculated.

Note: Enter data for the Economic Recovery Target Funding (current year increment), Step 2c, for the current year only (not applicable in the two subsequent fiscal years).

Projected LCFF Revenue

	Prior Year (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, lines A6 and C4)	14,648.59	14,688.64	14,688.64	14,688.64
b. Prior Year ADA (Funded)		14,648.59	14,688.64	14,688.64
c. Difference (Step 1a minus Step 1b)		40.05	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		0.27%	0.00%	0.00%
Step 2 - Change in Funding Level				
a. Prior Year LCFF Funding		68,230,732.00	72,288,269.00	76,166,293.00
b1. COLA percentage		3.26%	3.00%	2.80%
b2. COLA amount (proxy for purposes of this criterion)		2,224,321.86	2,168,648.07	2,132,656.20
c. Economic Recovery Target Funding (current year increment)			N/A	N/A
d. Total (Lines 2b2 plus Line 2c)		2,224,321.86	2,168,648.07	2,132,656.20
e. Percent Change Due to Funding Level (Step 2d divided by Step 2a)		3.26%	3.00%	2.80%
Step 3 - Total Change in Population and Funding Level (Step 1d plus Step 2e)		3.53%	3.00%	2.80%
LCFF Revenue Standard (Step 3, plus/minus 1%):		**2.53% to 4.53%**	**2.00% to 4.00%**	**1.80% to 3.80%**

4A2. Alternate LCFF Revenue Standard - Basic Aid

DATA ENTRY: If applicable to your district, input data in the 1st and 2nd Subsequent Year columns for projected local property taxes; all other data are extracted or calculated.

Basic Aid District Projected LCFF Revenue

	Prior Year (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Projected Local Property Taxes (Form 01, Objects 8021 - 8089)	48,506,418.00	48,506,418.00	48,506,418.00	48,506,418.00
Percent Change from Previous Year		**N/A**	**N/A**	**N/A**
Basic Aid Standard (percent change from previous year, plus/minus 1%):		**N/A**	**N/A**	**N/A**

4A3. Alternate LCFF Revenue Standard - Necessary Small School

DATA ENTRY: All data are extracted or calculated.

Necessary Small School District Projected LCFF Revenue

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Necessary Small School Standard (COLA plus Economic Recovery Target Payment, Step 2e, plus/minus 1%):	**N/A**	**N/A**	**N/A**

4B. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: Enter data in the 1st and 2nd Subsequent Year columns for LCFF Revenue; all other data are extracted or calculated.

	Prior Year (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	133,886,414.00	138,940,768.00	142,998,305.00	146,876,329.00
District's Projected Change in LCFF Revenue:		3.78%	2.92%	2.71%
LCFF Revenue Standard:		**2.53% to 4.53%**	**2.00% to 4.00%**	**1.80% to 3.80%**
Status:		Met	Met	Met

4C. Comparison of District LCFF Revenue to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected change in LCFF revenue has met the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the budget year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals - Unrestricted (Resources 0000-1999) Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
Third Prior Year (2016-17)	104,671,824.61	116,391,840.90	89.9%
Second Prior Year (2017-18)	103,184,999.37	114,229,060.83	90.3%
First Prior Year (2018-19)	109,697,148.00	120,902,198.00	90.7%
		Historical Average Ratio:	90.3%

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
District's Reserve Standard Percentage (Criterion 10B, Line 4):	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	**87.3% to 93.3%**	**87.3% to 93.3%**	**87.3% to 93.3%**

5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYP exists, Unrestricted Salaries and Benefits, and Total Unrestricted Expenditures data for the 1st and 2nd Subsequent Years will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Fiscal Year	Budget - Unrestricted (Resources 0000-1999) Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)	Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
Budget Year (2019-20)	108,079,122.00	119,158,789.00	90.7%	Met
1st Subsequent Year (2020-21)	111,066,618.00	121,698,818.00	91.3%	Met
2nd Subsequent Year (2021-22)	114,242,823.00	125,168,482.00	91.3%	Met

5C. Comparison of District Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state, and other local) or expenditures (including books and supplies, and services and other operating), for any of the budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the percentage change in population and the funded cost-of-living adjustment (COLA) plus or minus ten percent.

For each major object category, changes that exceed the percentage change in population and the funded COLA plus or minus five percent must be explained.

6A. Calculating the District's Other Revenues and Expenditures Standard Percentage Ranges

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. District's Change in Population and Funding Level (Criterion 4A1, Step 3):	3.53%	3.00%	2.80%
2. District's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	**-6.47% to 13.53%**	**-7.00% to 13.00%**	**-7.20% to 12.80%**
3. District's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-1.47% to 8.53%	-2.00% to 8.00%	-2.20% to 7.80%

6B. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range (Section 6A, Line 3)

DATA ENTRY: If Form MYP exists, the 1st and 2nd Subsequent Year data for each revenue and expenditure section will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2018-19)	6,178,342.00		
Budget Year (2019-20)	5,785,392.00	-6.36%	Yes
1st Subsequent Year (2020-21)	5,785,392.00	0.00%	No
2nd Subsequent Year (2021-22)	5,785,392.00	0.00%	No

Explanation: (required if Yes)
The district is receiving less in federal funding

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)			
First Prior Year (2018-19)	17,128,734.00		
Budget Year (2019-20)	14,498,333.00	-15.36%	Yes
1st Subsequent Year (2020-21)	14,006,303.00	-3.39%	Yes
2nd Subsequent Year (2021-22)	14,006,303.00	0.00%	No

Explanation: (required if Yes)
The District received $2.7K of One-time funding in 2018-19

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)			
First Prior Year (2018-19)	6,498,397.00		
Budget Year (2019-20)	2,580,721.00	-60.29%	Yes
1st Subsequent Year (2020-21)	2,580,721.00	0.00%	No
2nd Subsequent Year (2021-22)	2,580,721.00	0.00%	No

Explanation: (required if Yes)
Local revenue is comprised of gifts, donations and local grants. The District uses a zero based budgeting model for these revenues. Therefore, budget increases as gifts and donations are received through the year.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)			
First Prior Year (2018-19)	8,347,159.00		
Budget Year (2019-20)	3,291,302.00	-60.57%	Yes
1st Subsequent Year (2020-21)	2,755,967.00	-16.27%	Yes
2nd Subsequent Year (2021-22)	2,450,512.00	-11.08%	Yes

Explanation: (required if Yes)
The Restricted Maintenance contribution increased in 2019-20, 2020-21 and 2021,22 and the increase in expenses are being placed in the 4000s. In addition, the District's past practice is to zero out capital outlay in the out years and hold the funds as projects materialize. Additionally, as part of the district's fiscal solvency plan, all expenditures were reduced.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYP, Line B5)

First Prior Year (2018-19)	17,280,371.00		
Budget Year (2019-20)	15,614,550.00	-9.64%	Yes
1st Subsequent Year (2020-21)	15,466,940.00	-0.95%	No
2nd Subsequent Year (2021-22)	15,576,789.00	0.71%	No

Explanation: (required if Yes)
As part of the district's fiscal solvency plan, all expenditures were reduced.

6C. Calculating the District's Change in Total Operating Revenues and Expenditures (Section 6A, Line 2)

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
Total Federal, Other State, and Other Local Revenue (Criterion 6B)			
First Prior Year (2018-19)	29,805,473.00		
Budget Year (2019-20)	22,864,446.00	-23.29%	Not Met
1st Subsequent Year (2020-21)	22,372,416.00	-2.15%	Met
2nd Subsequent Year (2021-22)	22,372,416.00	0.00%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Criterion 6B)			
First Prior Year (2018-19)	25,627,530.00		
Budget Year (2019-20)	18,905,852.00	-26.23%	Not Met
1st Subsequent Year (2020-21)	18,222,907.00	-3.61%	Met
2nd Subsequent Year (2021-22)	18,027,301.00	-1.07%	Met

6D. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6B if the status in Section 6C is not met; no entry is allowed below.

1a. STANDARD NOT MET - Projected total operating revenues have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation: Federal Revenue (linked from 6B if NOT met)
The district is receiving less in federal funding

Explanation: Other State Revenue (linked from 6B if NOT met)
The District received $2.7K of One-time funding in 2018-19

Explanation: Other Local Revenue (linked from 6B if NOT met)
Local revenue is comprised of gifts, donations and local grants. The District uses a zero based budgeting model for these revenues. Therefore, budget increases as gifts and donations are received through the year.

1b. STANDARD NOT MET - Projected total operating expenditures have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating expenditures within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation: Books and Supplies (linked from 6B if NOT met)
The Restricted Maintenance contribution increased in 2019-20, 2020-21 and 2021,22 and the increase in expenses are being placed in the 4000s. In addition, the District's past practice is to zero out capital outlay in the out years and hold the funds as projects materialize. Additionally, as part of the district's fiscal solvency plan, all expenditures were reduced.

Explanation: **Services and Other Exps** (linked from 6B if NOT met)
As part of the district's fiscal solvency plan, all expenditures were reduced.

7. CRITERION: Facilities Maintenance

STANDARD: Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year.

DATA ENTRY: Click the appropriate Yes or No button for special education local plan area (SELPA) administrative units (AUs); all other data are extracted or calculated. If standard is not met, enter an X in the appropriate box and enter an explanation, if applicable.

1. a. For districts that are the AU of a SELPA, do you choose to exclude revenues that are passed through to participating members of the SELPA from the OMMA/RMA required minimum contribution calculation? — Yes

   b. Pass-through revenues and apportionments that may be excluded from the OMMA/RMA calculation per EC Section 17070.75(b)(2)(D) (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223) — 0.00

2. Ongoing and Major Maintenance/Restricted Maintenance Account

		3% Required Minimum Contribution (Line 2c times 3%)	Budgeted Contribution[1] to the Ongoing and Major Maintenance Account	Status
a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999)	163,208,005.00			
b. Plus: Pass-through Revenues and Apportionments (Line 1b, if line 1a is No)				
c. Net Budgeted Expenditures and Other Financing Uses	163,208,005.00	4,896,240.15	4,896,241.00	Met

[1] Fund 01, Resource 8150, Objects 8900-8999

If standard is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- [ ] Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- [ ] Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- [ ] Other (explanation must be provided)

Explanation: (required if NOT met and Other is marked)

8. CRITERION: Deficit Spending

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves[1] as a percentage of total expenditures and other financing uses[2] in two out of three prior fiscal years.

8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2016-17)	Second Prior Year (2017-18)	First Prior Year (2018-19)
1. District's Available Reserve Amounts (resources 0000-1999)			
a. Stabilization Arrangements (Funds 01 and 17, Object 9750)	0.00	0.00	0.00
b. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	9,533,992.00	7,599,190.74	6,257,084.00
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	2,258,979.48	0.00	0.00
d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
e. Available Reserves (Lines 1a through 1d)	11,792,971.48	7,599,190.74	6,257,084.00
2. Expenditures and Other Financing Uses			
a. District's Total Expenditures and Other Financing Uses (Fund 01, objects 1000-7999)	158,899,874.23	161,338,157.01	169,491,379.00
b. Plus: Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)			0.00
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	158,899,874.23	161,338,157.01	169,491,379.00
3. District's Available Reserve Percentage (Line 1e divided by Line 2c)	7.4%	4.7%	3.7%
District's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	**2.5%**	**1.6%**	**1.2%**

[1]Available reserves are the unrestricted amounts in the Stabilization Arrangement, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

[2]A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Unrestricted Fund Balance (Form 01, Section E)	Total Unrestricted Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Third Prior Year (2016-17)	(8,927,041.51)	117,157,041.21	7.6%	Not Met
Second Prior Year (2017-18)	(3,284,080.14)	114,863,753.74	2.9%	Not Met
First Prior Year (2018-19)	(3,834,837.00)	121,795,859.00	3.1%	Not Met
Budget Year (2019-20) (Information only)	(1,325,805.00)	120,242,816.00		

8C. Comparison of District Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD NOT MET - Unrestricted deficit spending has exceeded the standard percentage levels for two or more of the previous three fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budgets, and what change, if any, will be made to ensure that the subsequent budgets are balanced within the standard.

Explanation:
(required if NOT met)

The District is aware of it's deficit spending. The District was qualified as of First Interim and has put together a fiscal solvency plan. In addition to this plan, the District is also experiencing rising Special Education costs while also handling the rising cost of the STRS and PERS obligation. The plan from the District is to continue to use reserves to meet it's financial obligations.

9. CRITERION: Fund Balance

STANDARD: Budgeted beginning unrestricted general fund balance has not been overestimated for two out of three prior fiscal years by more than the following percentage levels:

Percentage Level [1]	District ADA		
1.7%	0	to	300
1.3%	301	to	1,000
1.0%	1,001	to	30,000
0.7%	30,001	to	400,000
0.3%	400,001	and	over

[1] Percentage levels equate to a rate of deficit spending which would eliminate recommended reserves for economic uncertainties over a three year period.

District Estimated P-2 ADA (Form A, Lines A6 and C4): 14,599

District's Fund Balance Standard Percentage Level: **1.0%**

9A. Calculating the District's Unrestricted General Fund Beginning Balance Percentages

DATA ENTRY: Enter data in the Original Budget column for the First, Second, and Third Prior Years; all other data are extracted or calculated.

Fiscal Year	Unrestricted General Fund Beginning Balance [2] (Form 01, Line F1e, Unrestricted Column) Original Budget	Estimated/Unaudited Actuals	Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
Third Prior Year (2016-17)	18,399,303.00	23,155,965.20	N/A	Met
Second Prior Year (2017-18)	10,918,843.00	14,202,923.69	N/A	Met
First Prior Year (2018-19)	7,084,007.00	10,918,844.00	N/A	Met
Budget Year (2019-20) (Information only)	7,084,007.00			

[2] Adjusted beginning balance, including audit adjustments and other restatements (objects 9791-9795)

9B. Comparison of District Unrestricted Beginning Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Unrestricted general fund beginning fund balance has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves[1] for any of the budget year or two subsequent fiscal years are not less than the following percentages or amounts[2] as applied to total expenditures and other financing uses[3]:

DATA ENTRY: Budget Year data are extracted. If Form MYP exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA		
5% or $69,000 (greater of)	0	to	300
4% or $69,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

[1] Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

[2] Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

[3] A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
District Estimated P-2 ADA (Budget Year, Form A, Lines A4 and C4. Subsequent Years, Form MYP, Line F2, if available.)	14,599	14,689	14,689
District's Reserve Standard Percentage Level:	**3%**	**3%**	**3%**

10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYP exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Budget Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members? Yes
2. If you are the SELPA AU and are excluding special education pass-through funds:
   a. Enter the name(s) of the SELPA(s):

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00		

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

		Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1.	Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	163,208,005.00	166,102,975.00	169,106,679.00
2.	Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3.	Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	163,208,005.00	166,102,975.00	169,106,679.00
4.	Reserve Standard Percentage Level	3%	3%	3%
5.	Reserve Standard - by Percent (Line B3 times Line B4)	4,896,240.15	4,983,089.25	5,073,200.37
6.	Reserve Standard - by Amount ($69,000 for districts with 0 to 1,000 ADA, else 0)	0.00	0.00	0.00
7.	**District's Reserve Standard (Greater of Line B5 or Line B6)**	**4,896,240.15**	**4,983,089.25**	**5,073,200.37**

10C. Calculating the District's Budgeted Reserve Amount

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 through 7 will be extracted; if not, enter data for the two subsequent years.
All other data are extracted or calculated.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4):	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	5,321,279.00	5,093,502.00	5,235,568.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	0.00	0.00	0.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00		
8. District's Budgeted Reserve Amount (Lines C1 thru C7)	5,321,279.00	5,093,502.00	5,235,568.00
9. District's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	3.26%	3.07%	3.10%
District's Reserve Standard (Section 10B, Line 7):	**4,896,240.15**	**4,983,089.25**	**5,073,200.37**
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected available reserves have met the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget? — No

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your district have ongoing general fund expenditures in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources? — No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Use of Ongoing Revenues for One-time Expenditures

1a. Does your district have large non-recurring general fund expenditures that are funded with ongoing general fund revenues? — No

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

1a. Does your district have projected revenues for the budget year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)? — No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the budget year and two subsequent fiscal years. Provide an explanation if contributions have changed from the prior fiscal year amounts by more than $20,000 and more than ten percent. Explanation should include whether contributions are ongoing or one-time in nature.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the budget year and two subsequent fiscal years. Provide an explanation if transfers have changed from the prior fiscal year amounts by more than $20,000 and more than ten percent. Explanation should include whether transfers are ongoing or one-time in nature.

Estimate the impact of any capital projects on the general fund operational budget.

District's Contributions and Transfers Standard: **-10.0% to +10.0% or -$20,000 to +$20,000**

S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: For Contributions, enter data in the Projection column for the 1st and 2nd Subsequent Years. Contributions for the First Prior Year and Budget Year will be extracted. For Transfers In and Transfers Out, enter data in the First Prior Year. If Form MYP exists, the data will be extracted for the Budget Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Budget Year, 1st and 2nd subsequent Years. Click the appropriate button for item 1d; all other data will be calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
1a. **Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)**				
First Prior Year (2018-19)	(21,246,298.00)			
Budget Year (2019-20)	(23,422,097.00)	2,175,799.00	10.2%	Not Met
1st Subsequent Year (2020-21)	(23,843,165.00)	421,068.00	1.8%	Met
2nd Subsequent Year (2021-22)	(23,937,377.00)	94,212.00	0.4%	Met
1b. **Transfers In, General Fund ***				
First Prior Year (2018-19)	0.00			
Budget Year (2019-20)	0.00	0.00	0.0%	Met
1st Subsequent Year (2020-21)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2021-22)	0.00	0.00	0.0%	Met
1c. **Transfers Out, General Fund ***				
First Prior Year (2018-19)	893,661.00			
Budget Year (2019-20)	1,084,027.00	190,366.00	21.3%	Not Met
1st Subsequent Year (2020-21)	1,081,542.00	(2,485.00)	-0.2%	Met
2nd Subsequent Year (2021-22)	1,026,744.00	(54,798.00)	-5.1%	Met

1d. **Impact of Capital Projects**
Do you have any capital projects that may impact the general fund operational budget? No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for item 1d.

1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify restricted programs and amount of contribution for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

Explanation: (required if NOT met)
The contribution has changed due to rising costs of STRS / PERS and Special Education programs required to meet FAPE and IDEA. BUSD will continue to closely monitor Special Ed expenditures to ensure alignment with MOE and programs meet needs.

1b. MET - Projected transfers in have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation: (required if NOT met)

1c. NOT MET - The projected transfers out of the general fund have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify the amount(s) transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

In prior years, BUSD would transfer funds out of it's LCFF revenue to it's Adult Ed FACTS program and to Defered Maintenance (Fund 14). Rather than transfering it out of LCFF, BUSD per LACOE is now transfering out of the "transfers out" whic

1d. NO - There are no capital projects that may impact the general fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments[1] and their annual required payments for the budget year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

[1] Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the District's Long-term Commitments

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

1. Does your district have long-term (multiyear) commitments? (If No, skip item 2 and Sections S6B and S6C) — Yes

2. If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For: Funding Sources (Revenues)	SACS Fund and Object Codes Used For: Debt Service (Expenditures)	Principal Balance as of July 1, 2019
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (do not include OPEB):				
TOTAL:				0

Type of Commitment (continued)	Prior Year (2018-19) Annual Payment (P & I)	Budget Year (2019-20) Annual Payment (P & I)	1st Subsequent Year (2020-21) Annual Payment (P & I)	2nd Subsequent Year (2021-22) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	0	0	0	0
Has total annual payment increased over prior year (2018-19)?		**No**	**No**	**No**

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

1a. No - Annual payments for long-term commitments have not increased in one or more of the budget and two subsequent fiscal years.

Explanation:
(required if Yes to increase in total annual payments)

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in item 1; if Yes, an explanation is required in item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

Estimate the unfunded liability for postemployment benefits other than pensions (OPEB) based on an actuarial valuation, if required, or other method; identify or estimate the actuarially determined contribution (if available); and indicate how the obligation is funded (pay-as-you-go, amortized over a specific period, etc.).

Estimate the unfunded liability for self-insurance programs such as workers' compensation based on an actuarial valuation, if required, or other method; identify or estimate the required contribution; and indicate how the obligation is funded (level of risk retained, funding approach, etc.).

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section except the budget year data on line 5b.

1. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 2-5) — No

2. For the district's OPEB:
   a. Are they lifetime benefits? — No
   b. Do benefits continue past age 65? — No
   c. Describe any other characteristics of the district's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

3. a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method? — Actuarial

   b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or governmental fund

Self-Insurance Fund	Governmental Fund

4. OPEB Liabilities

a. Total OPEB liability	32,007,815.00
b. OPEB plan(s) fiduciary net position (if applicable)	
c. Total/Net OPEB liability (Line 4a minus Line 4b)	32,007,815.00
d. Is total OPEB liability based on the district's estimate or an actuarial valuation?	Actuarial
e. If based on an actuarial valuation, indicate the date of the OPEB valuation	Jul 01, 2018

5. OPEB Contributions

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method	3,280,900.00	3,280,900.00	3,280,900.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	0.00	0.00	0.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)	1,400,123.00	1,400,123.00	1,400,123.00
d. Number of retirees receiving OPEB benefits	407	407	407

S7B. Identification of the District's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section.

1. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which is covered in Section S7A) (If No, skip items 2-4)

   Yes

2. Describe each self-insurance program operated by the district, including details for each such as level of risk retained, funding approach, basis for valuation (district's estimate or actuarial), and date of the valuation:

   BUSD is part of the West San Gabriel JPA

3. Self-Insurance Liabilities

a. Accrued liability for self-insurance programs	0.00
b. Unfunded liability for self-insurance programs	0.00

4. Self-Insurance Contributions

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
a. Required contribution (funding) for self-insurance programs	4,318,710.00	4,318,710.00	4,318,710.00
b. Amount contributed (funded) for self-insurance programs	4,318,710.00	4,318,710.00	4,318,710.00

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues, and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized at budget adoption, upon settlement with certificated or classified staff:
The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards, and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of certificated (non-management) full-time-equivalent (FTE) positions	761.8	761.9	761.9	761.9

Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year? No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

Negotiations Settled

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official? No
If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement? No
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date: End Date:

5. Salary settlement:

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?	No	No	No
One Year Agreement			
Total cost of salary settlement	0	0	0
% change in salary schedule from prior year			
or			
Multiyear Agreement			
Total cost of salary settlement	0	0	0
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Identify the source of funding that will be used to support multiyear salary commitments:

General Fund

Negotiations Not Settled

		Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
6.	Cost of a one percent increase in salary and statutory benefits	772,866		
7.	Amount included for any tentative salary schedule increases	878,000	0	0

Certificated (Non-management) Health and Welfare (H&W) Benefits		Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1.	Are costs of H&W benefit changes included in the budget and MYPs?	Yes	Yes	Yes
2.	Total cost of H&W benefits			
3.	Percent of H&W cost paid by employer			
4.	Percent projected change in H&W cost over prior year			

Certificated (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

Certificated (Non-management) Step and Column Adjustments		Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1.	Are step & column adjustments included in the budget and MYPs?			
2.	Cost of step & column adjustments			
3.	Percent change in step & column over prior year			

Certificated (Non-management) Attrition (layoffs and retirements)		Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1.	Are savings from attrition included in the budget and MYPs?			
2.	Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?			

Certificated (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of classified (non-management) FTE positions	572.2	574.8	574.8	574.8

Classified (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year? No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

CSEA and the District are still in negotiations for 2018-19

Negotiations Settled

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date: End Date:

5. Salary settlement:

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			
One Year Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year			
or			
Multiyear Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits 297,000

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
7. Amount included for any tentative salary schedule increases	0	0	0

Classified (Non-management) Health and Welfare (H&W) Benefits	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are costs of H&W benefit changes included in the budget and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits	4,489,606	4,579,398	4,370,986
3. Percent of H&W cost paid by employer	100% up to $12,000 cap	100% up to $12,000 cap	100% up to $12,000 cap
4. Percent projected change in H&W cost over prior year	2.0%	2.0%	2.0%

Classified (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?	No		
If Yes, amount of new costs included in the budget and MYPs			

If Yes, explain the nature of the new costs:

Classified (Non-management) Step and Column Adjustments	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments	469,469	469,469	469,469
3. Percent change in step & column over prior year	25.0%	25.0%	25.0%

Classified (Non-management) Attrition (layoffs and retirements)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are savings from attrition included in the budget and MYPs?	Yes	No	No
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?	Yes	Yes	Yes

Classified (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2018-19)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Number of management, supervisor, and confidential FTE positions	98.8	97.3	97.3	97.3

Management/Supervisor/Confidential
Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year? No

If Yes, complete question 2.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 3 and 4.

N/A

If n/a, skip the remainder of Section S8C.

Negotiations Settled

2. Salary settlement:

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?	No	No	No
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
4. Amount included for any tentative salary schedule increases			

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are costs of H&W benefit changes included in the budget and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits	925,163	943,667	962,540
3. Percent of H&W cost paid by employer	100% up to $12,000 cap	100% up to $12,000 cap	100% up to $12,000 cap
4. Percent projected change in H&W cost over prior year	2.0%	2.0%	2.0%

Management/Supervisor/Confidential Step and Column Adjustments	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
2. Cost of step and column adjustments	115,458	115,458	115,458
3. Percent change in step & column over prior year	0.0%	0.0%	0.0%

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)	Budget Year (2019-20)	1st Subsequent Year (2020-21)	2nd Subsequent Year (2021-22)
1. Are costs of other benefits included in the budget and MYPs?	No	No	No
2. Total cost of other benefits			
3. Percent change in cost of other benefits over prior year			

S9. Local Control and Accountability Plan (LCAP)

Confirm that the school district's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

DATA ENTRY: Click the appropriate Yes or No button in item 1, and enter the date in item 2.

1. Did or will the school district's governing board adopt an LCAP or approve an update to the LCAP effective for the budget year?	Yes
2. Approval date for adoption of the LCAP or approval of an update to the LCAP.	Jun 20, 2019

S10. LCAP Expenditures

Confirm that the school district's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

DATA ENTRY: Click the appropriate Yes or No button.

Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template, Section 3: Actions, Services and Expenditures?	Yes

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except item A3, which is automatically completed based on data in Criterion 2.

A1.	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	No
A2.	Is the system of personnel position control independent from the payroll system?	Yes
A3.	Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column and actual column of Criterion 2A are used to determine Yes or No)	No
A4.	Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior fiscal year or budget year?	No
A5.	Has the district entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	No
A6.	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	No
A7.	Is the district's financial system independent of the county office system?	No
A8.	Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education)	No
A9.	Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?	No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of School District Budget Criteria and Standards Review

Burbank Unified School District 2019-2020 Proposed Budget

Matt Hill, Superintendent
David Jaynes, Assistant Superintendent, Administrative Services
Alyssa Low, Director, Fiscal Services
Carin Wantland, Assistant Supervisor of Budget and Finance

The Budget Cycle

Report	Description	Due
Adopted Budget	Details spending plan of district and includes estimated actual ending balances for prior fiscal year	On or before July 1
First Interim	Actual revenues & expense July 1 to October 31 with projections for remainder of current and 2 future fiscal years	On or before December 15
Second Interim	Same as above but for period July 1 to January 31	On or before March 15
Unaudited Actuals	Details actual ending balances, all revenues and expenditures for year ended June 30	On or before September 15

State Budget Proposal for 2019-20

- Cost of Living Adjustment (COLA):

2018-19	2019-20	2020-21	2021-22
3.70%	3.26%	3.00%	2.80%

- Increases CalSTRS and CalPERS employer contributions:

	2018-19	2019-20	2020-21	2021-22
CalSTRS	16.28%	16.70%	18.10%	17.80%
CalPERS	18.062%	20.73%	23.60%	24.90%

339

LCFF – Calculations BUSD

Factors	K-3	4-6	7-8	9-12
Base Grant	$7,459	$7,571	$7,796	$9,034
COLA – 3.26%	$243	$247	$254	$295
CSR - 10.4% CTE - 2.6%	$801	-0-	-0-	$243
Total	$8,503	$7,818	$8,050	$9,572

Supplemental Grant Funding

2018-19	2019-20	2020-21	2021-22
39.64%	40.53%	40.24%	39.91%
$9,746,702	$10,328,113	$10,561,945	$10,768,394

340

Proposed Budget Assumptions

- Revenue - Projected ADA- based on 96% of enrollment

2018-19	2019-20	2020-21	2021-22
14,648.59	14,688.64	14,688.64	14,688.64

- Federal funded program stay flat
- CTE (formerly ROP) fully funded by General Fund and Grant Funds
- Assumes COLA revenue increases
- Assumes 2019-20 Lottery revenue projection
  - Unrestricted $151 per ADA
  - Restricted $53 per ADA
- Assumes 2019-20 Mandate Block Grant Revenue
  - $32.18 per K-8 grade ADA
  - $61.94 per 9-12 grade ADA

Proposed Budget Assumptions

Approved budget reductions for fiscal solvency	Total Projected Savings
Increase in required Restricted Routine Maintenance from General Fund (from 2.5% to 3%)	($1,012,579)
Move grounds positions from General Fund to Restricted Routine Maintenance	$733,500
Reduce Deferred Maintenance contribution	$213,000
Reduce social emotional materials	$25,000
Reduce professional development for counselors	$5,000
Reduce professional development budget	$40,000
Reduce intervention training materials	$10,000
Reduce middle school world language materials	$5,000
Superintendent and board did not take a raise in 2017-18	$6,521
Superintendent office reorganization-reduce by .5 FTE	$61,257
Reclassify Executive Assistant/PIO	$12,774
Eliminate (1) Wellness Director	$196,072
Eliminate (1) Administrative Assistant	$68,649
Reduce (1) Engagement Strategies TOSA from 1.2 to .2	$57,245
Eliminate (1) Director of Elementary	$195,165
Eliminate (1) Administrative Assistant	$78,760

Proposed Budget Assumptions

Approved budget reductions for fiscal solvency continued	Total Projected Savings
Eliminate (1) Arts/CTE TOSA	$122,518
Eliminate targeted intervention sections for secondary students	$286,000
CTE 2-3 courses – **Now paid for out of grant funding **	$50,000
Eliminate vacant AP Jefferson position	$132,440
Reduce Response to Intervention (RTI) math and ELA-Elementary	$200,000
Move (1) Pre-Service day to ELA/Math grant	$400,000
Move professional development (GATE/HONORS/AP) to ELA/Math	$10,000
Move part of TOSA to ELA/Math grant	$64,411
Reduce general fund contribution to Child Development	$603,377
New Supplemental funding	$581,411
Donation funds will pay for 3 Music Teachers	$275,328
Freeze Luther Middle School Assistant Principal position	$158,150
TOTAL	**$3,578,999**

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Proposed Budget Assumptions

Proposed Additional District Office Reorganization and Reductions	Projected Savings
Superintendent and board did not take a raise in 2018-19	$3,261
Eliminate Director of Secondary	$211,916
Keeping Director of Elementary	($195,165)
Proposed Additional Savings to 2019-20 Budget	**$20,012**

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Proposed Budget Assumptions

Expenditure Assumption

- Step and Column increases
- Consumer Price Index – CPI
- Election costs for 2019-20 & 2020-21
- LCAP is fully funded
- Operational Site Budgets
- Reduction of Assistant Principal at Luther
- STRS/PERS increases

	2018-2019	2019-2020	2020-2021	2021-2022
PERS	18.062%	20.73%	23.60%	24.90%
Total Contribution	$4,904,248	$5,848,849	6,648,605	7,001,967
STRS	16.28%	16.70%	18.10%	17.80%
Total Contribution	$12,089,745	$12,539,728	$13,603,769	$13,373,837

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General Fund
2019-20 Proposed Adopted Budget
Revenues

Unrestricted / Restricted Combined	2017-18 Unaudited Actuals	2018-19 Estimated Actuals	2019-20 Proposed Budget
LCFF	$123,977,477	$133,012,982	$138,940,768
Federal	$5,665,069	$6,178,342	$5,785,392
Other State	$22,670,677	$17,128,734	$14,498,333
Other Local	$4,621,606	$6,498,397	$2,580,721
Total	**$156,934,829**	**$162,818,455**	**$161,805,214**

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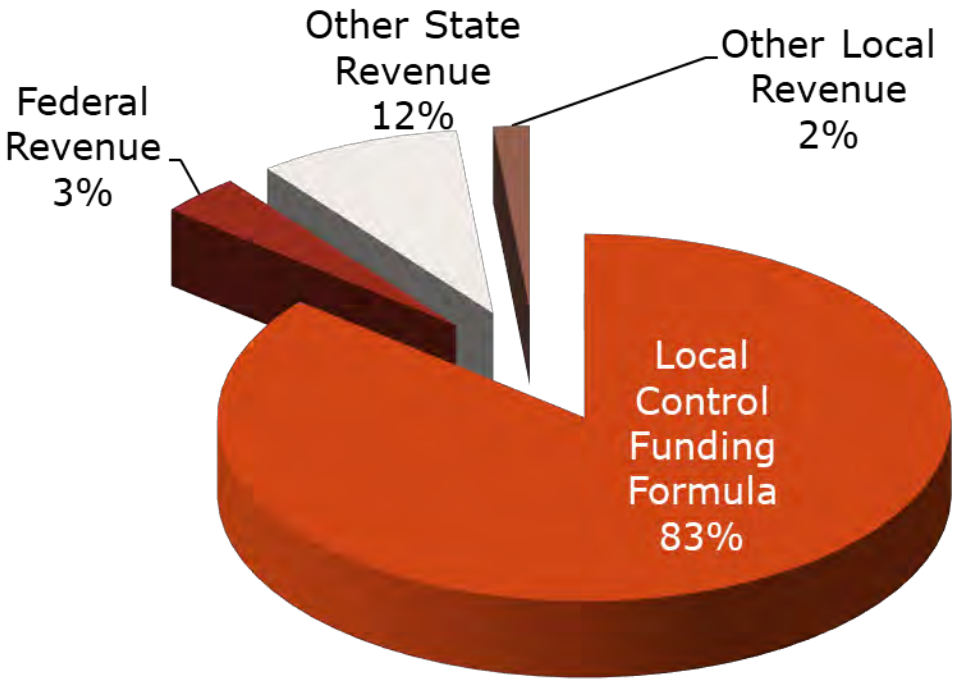
2019-20 Proposed General Fund Revenue Summary



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General Fund
2019-20 Proposed Adopted Budget
Expenditures

Unrestricted / Restricted Combined	2017-18 Unaudited Actuals	2018-19 Estimated Actuals	2019-20 Proposed Budget
Certificated Salaries	$72,708,393	$76,017,253	$75,008,762
Classified Salaries	$25,357,041	$27,535,750	$28,118,072
Employee Benefits	$39,180,049	$36,322,907	$37,989,620
Books/Supplies	$3,323,865	$8,347,159	$3,291,302
Services/Operating	$17,733,397	$17,280,371	$15,614,550
Capital Outlay	$599,783	$1,083,785	$186,875
Other Outgo	$2,629,138	$2,858,258	$2,811,487
Indirect	($828,202)	($847,765)	($896,690)
Total:	**$160,703,464**	**$168,597,718**	**$162,123,978**

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Contribution

Special Education contribution increase from Estimated Actuals to Proposed Budget:

- Reduction in Federal and State Revenue - $479,000
- STRS/PERS and benefits increase - $451,534
- Step and Column - $239,686
- Current vacancies assumed to be filled in 2019-20 - $193,000
- Decrease in services due to SLP – ($200,000)

Routine Restricted Maintenance contribution increase from Estimated Actuals to Proposed Budget:

- Contribution increased due to Education Code 17070.75. Contribution is based on 3% of total general fund expenditures. - $1,012,579

	2018-19	2019-20	2020-21	2021-22
Special Education	$17,687,199	$18,850,982	$19,218,545	$19,220,105
Routine Restricted Maintenance	$3,883,662	$4,892,241	$4,949,746	$5,042,398
District Rentals Revenue	($324,563)	($325,126)	($325,126)	($325,126)
Totals:	$21,246,298	$23,422,097	$23,844,062	$23,937,377

Contribution

Transfers In/Out

This amount is a contribution from the General Fund to other funds/programs. Previously, the transfers in/out only accounted for Fund 12- Child Development Fund / Horace Mann. However, per the county office, BUSD's transfers to the FACTS program and Deferred Maintenance are to now be included here rather than a direct transfer from BUSD's LCFF revenues. Below is a breakdown of the transfers in/out from General Fund to the following programs:

	2018-19	2019-20	2020-21	2021-22
Fund 11 – FACTS	$ - 0-	$268,520	$268,520	$268,520
Fund 12 – Child Development Fund / Horace Mann	$893,661	$415,507	$413,022	$358,224
Fund 14 – Deferred Maintenance	$-0-	$400,000	$400,000	$400,000
Totals:	$893,661	$1,084,027	$1,081,542	$1,026,744

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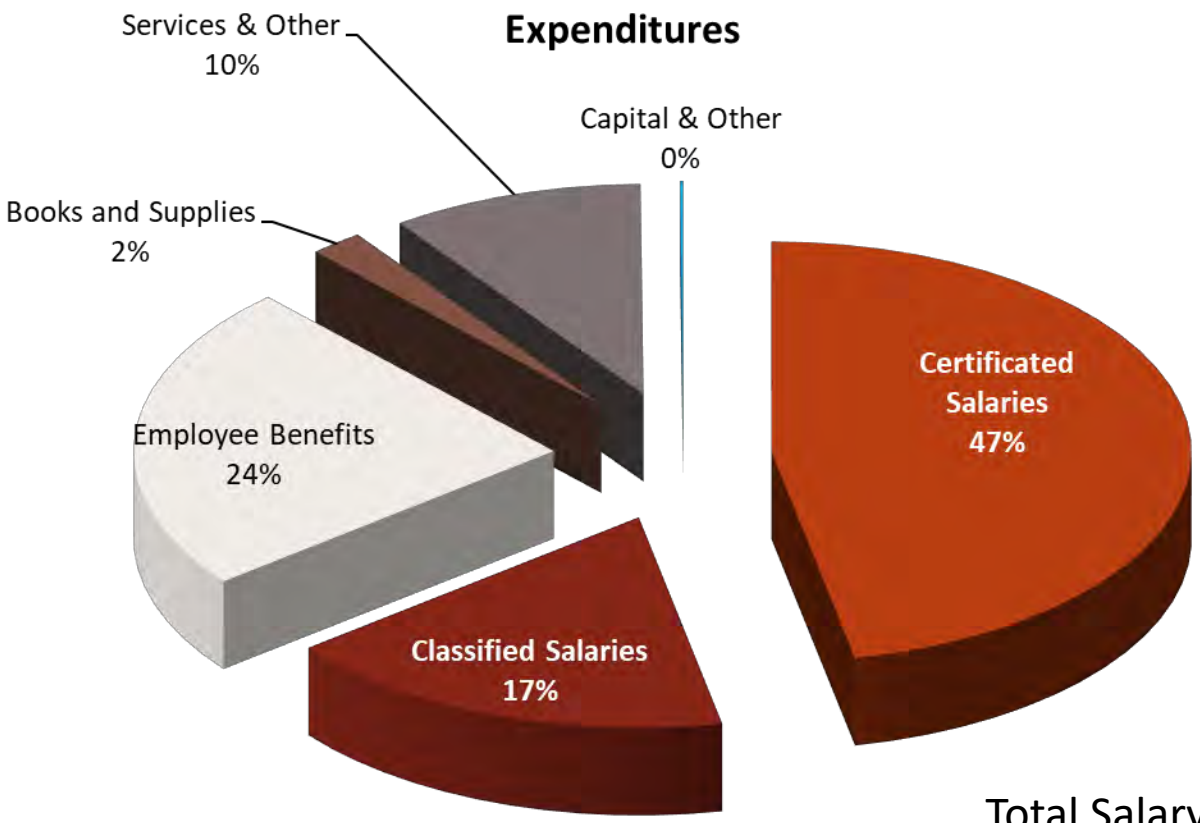
2019-20 Proposed General Fund Expenditure Summary



Total Salary and Benefits: 88%

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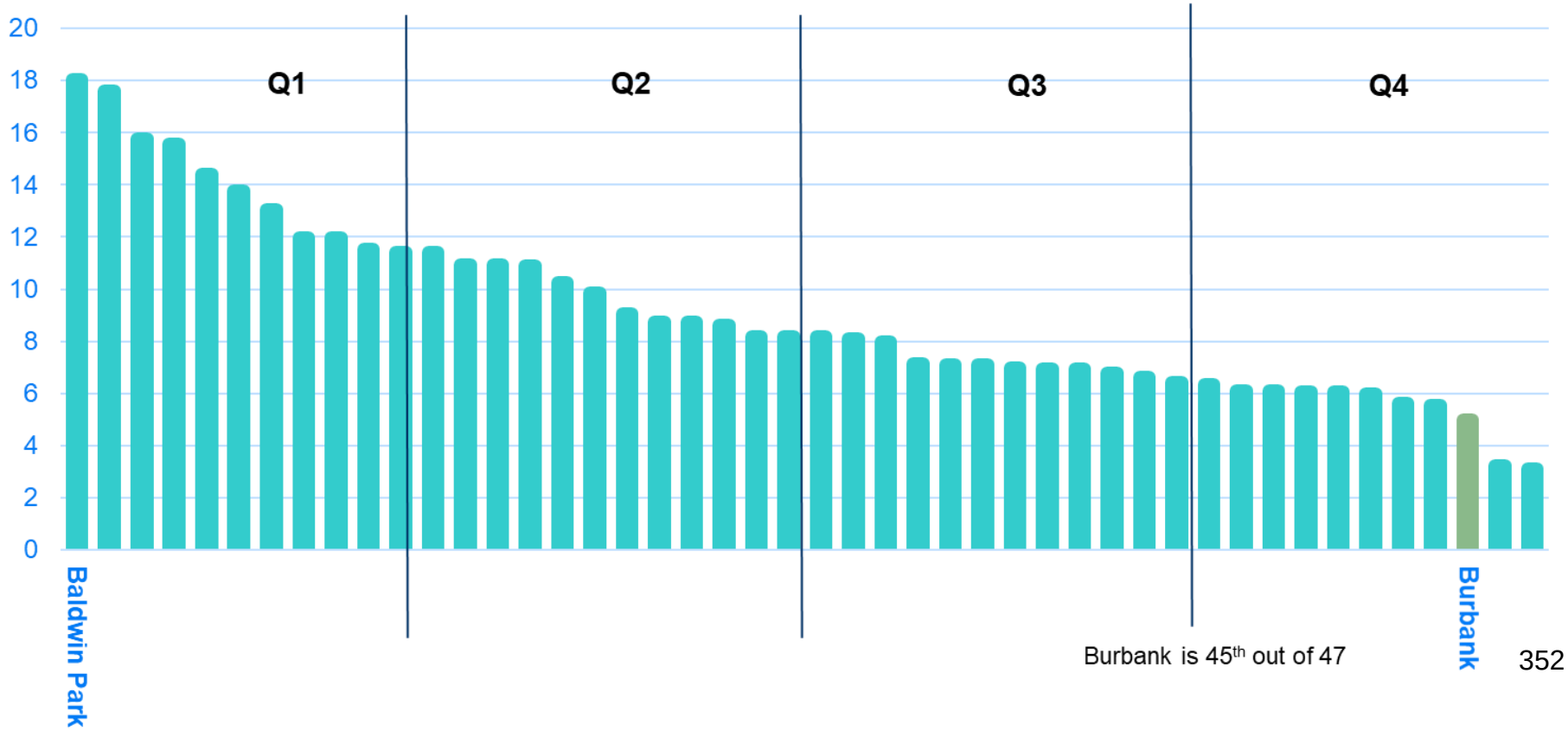
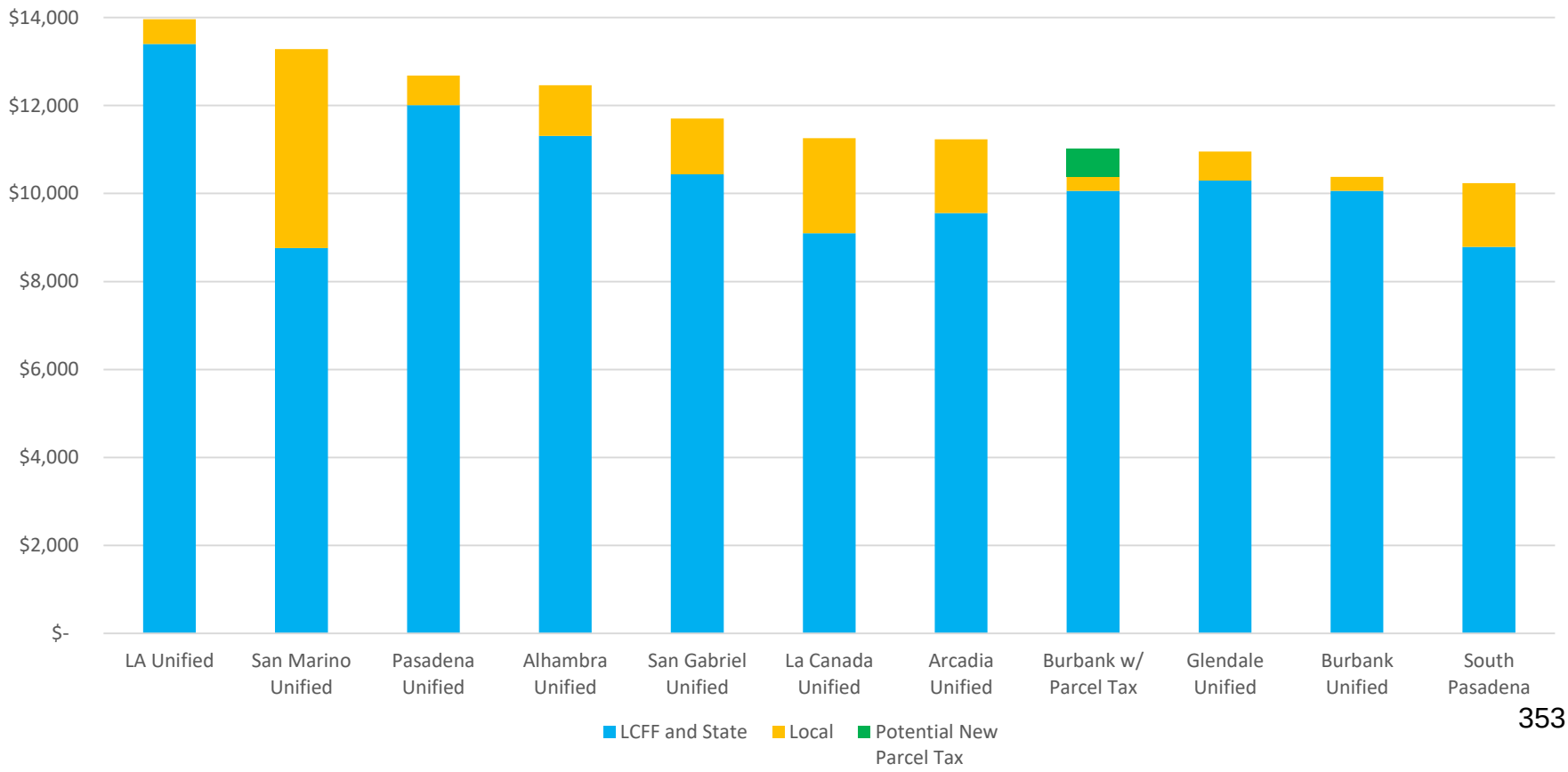
Burbank Unified School District Three Year Increase in Maximum Salary for Teachers with Credentials

Source: Los Angeles County of Education



Burbank Unified School District Three Year Increase in Maximum Salary for Teachers with Credentials

2017-18 State and Local Per Student Funding Levels (Source: Ed-Data)



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General Fund Multi-Year Projection

	2019-2020	2020-2021	2021-2022
Beginning Balance	$7,084,008	$5,758,203	$5,530,426
Revenue	$161,805,214	$165,370,721	$169,248,745
Expense	$162,123,978	$165,021,433	$168,079,935
Non Spendable	$100,060	$100,060	$100,060
Vacation Liability	$249,223	$249,223	$249,223
Reserve (REU) 3%	$4,896,240	$4,983,089	$5,073,200
Board REU up to 3%	$425,040	$110,413	$162,369
Unassigned Fund Balance	$-0-	$-0-	$-0-

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Ending Fund Balance in Excess of Reserve for Economic Uncertainties (REU)

Per Ed Code Section 42127(a)(2)(B) Districts must provide information at a public hearing prior to budget adoption on all balances assigned and unassigned in excess of the minimum recommended reserve for economic uncertainties (REU)

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General Fund Multi-Year Projection

	2019-2020	2020-2021	2021-2022
Beginning Balance	$7,084,008	$5,758,203	$5,530,426
Revenue	$161,805,214	$165,370,721	$169,248,745
Expense	$162,123,978	$165,021,433	$168,079,935
Non Spendable	$100,060	$100,060	$100,060
Vacation Liability	$249,223	$249,223	$249,223
Reserve (REU) 3%	$4,896,240	$4,983,089	$5,073,200
Board REU up to 3%	$425,040	$110,413	$162,369
Unassigned Fund Balance	$-0-	$-0-	$-0-

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Reserve for Economic Uncertainty

Protection against volatility of State revenues

Burbank Unified School District Educational Protection Account – EPA Spending Plan 2019-2020

Matt Hill, Superintendent
David Jaynes, Assistant Superintendent, Administrative Services
Alyssa Low, Director, Fiscal Services
Carin Wantland, Assistant Supervisor of Budget and Finance

EPA Spending Plan

- Educational Protection Account is an accumulation of new revenues generated by Proposition 30
- The District must have the Board of Education approve a Resolution for LA County of Education outlining our spending plan.
- The EPA funds are part of the LCFF funding formula which is estimated to be **$22,203,618** for 2019-2020 Fiscal Year
- The District plans to spend 100% on Certificated teacher salaries and related benefits.
- Revenue and Expenditures must be posted on the District website.
- The EPA must be audited by our external auditors

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Questions

Comments

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Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: John Paramo, Director, Secondary Education

PREPARED BY: John Paramo, Director, Secondary Education

SUBMITTED BY: Laura Erisman, Administrative Secretary

DATE: June 20, 2019

SUBJECT: Second Reading and Approval of the 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)

Background:

In 2013, the Governor of California proposed full funding flexibility for local school districts call Local Control Funding Formula (LCFF). Prior to LCFF, California schools were funded through the Revenue Limit System. Revenue limits were created in response to a lawsuit over inequities in funding per pupil based on the relative wealth of each school district. Under revenue limits each district had a base revenue limit, which was a set dollar amount per pupil. A district's revenue limit entitlement was its base revenue limit multiplied by the number of students attending its schools. The number of students was measured by the district's average daily attendance (ADA). The revenue limit entitlement was funded by local property taxes and state aid. A percentage of the property tax revenue generated by real property located within a district was assigned to the district; state aid made up the difference between a district's entitlement and its property tax revenue. If a district's property tax revenue exceeded its entitlement, it retained these "excess taxes." The sum of the entitlement and any excess taxes were a district's revenue limit funds.

The LCAP is intended to be a comprehensive planning tool. Each LCAP goal must be aligned to one or more of the eight state priorities. The eight state priorities are as follows: Student Engagement, Other Student Outcomes, Parental Involvement, Access to a Broad Curriculum, Common Core State Standards, Basic Services, School Climate, and Student Achievement. There are three sections to the LCAP and each section contains guiding questions that must be addressed, as well. The three LCAP sections are Stakeholder Engagement, Goals and Progress Indicators, and Actions, Services, and Expenditures.

District-Wide Goals for 2018-2019:

1.0 Improve learning and achievement for targeted subgroups of students
2.0 Improve learning and achievement for all students
3.0 Continue to align all instruction and learning to California State Standards
4.0 Continue to implement the BUSD Arts for All Plan
5.0 Expand programs to prepare students for college, post-secondary education, training, and/or the workplace from preschool through adult education
6.0 Develop and implement a comprehensive professional development plan for all employees
7.0 Create a positive school climate by maintaining a safe environment and developing a sense of belonging for all students and staff
8.0 Provide all students with access to technology in the classroom
9.0 Develop new communication and collaborative strategies with parents, students, employees, and the community.

Discussion/Issues:

The Burbank Unified School District's LCAP document has been the result of several months of stakeholder input, review of performance metrics and program data. There have been nine LCAP Advisory Committee meetings throughout the school year, and progress on the Plan has been discussed at several Board of Education meetings. On May 8, 2018, the Board of Education held a Town Hall Meeting, for the purpose of providing further community input, reviewing current LCAP Base Grant and Supplemental Grant programs, and discussing programs proposed for the 2019-2020 LCAP.

On June 12, 2019 the Burbank Unified School District held a first reading and a public hearing for the LCAP, as required by Education Code. The District's goal is to have the Board of Education adopt the LCAP on June 20, 2019. The BUSD LCAP will then be submitted to the Los Angeles County Office of Education on June 28, 2019, for approval.

Fiscal Impact:

The fiscal impact to the district will be determined as district goals and school site goals are drafted. The fiscal impact will not exceed the amount budgeted under LCFF or the supplemental grant funding BUSD receives.

Recommendation:

John Paramo, Director, Secondary Education, will facilitate the second reading of the proposed 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), and recommends that the Board of Education approve the 2019-2020 Burbank Unified School District Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), as presented.

SECOND READING: LCAP

PRESENTED BY: JOHN M. PARAMO, DIRECTOR OF SECONDARY EDUCATION

PROPOSED ELIMINATIONS FROM THE LCAP PLAN

Action Items	Funding Source	Allocation
Elementary Intervention At-Risk Specialist Training and Materials	Supplemental	$5,000
Secondary Intervention At-Risk Specialist Training and Materials	Supplemental	$5,000
PD for Secondary Counselors	Supplemental	$5,000
Social Emotional Curriculum and Materials	Supplemental	$25,000
Admin. Sec. for District Mental Health and Wellness Coordinator	Supplemental	~~$71,396~~ $68,649
District Mental Health and Wellness Director	Supplemental	~~$200,027~~ $196,072
Arts and CTE Teacher on Special Assignment	BASE	~~$91,245~~ $122,518
Director of Secondary Education	BASE	$211,916
Administrative Secretary Instructional Services	BASE	~~$59,590~~ $78,760
1 Assistant Principal at Jefferson	BASE	$132,440
World Language Materials	BASE	$5,000

PROPOSED ELIMINATIONS FROM THE LCAP PLAN CONTINUED …

Action Items	Funding Source	Allocation
Board and Superintendent - no raise for 2017-2018 & 2018-2019	BASE	~~$6,251~~ $9,782
Assistant Principal Luther	BASE	$158,150
Total Reduction = ~~$801,384~~ $1,023,287		

PROPOSED REDUCTIONS

Action Items	Funding Source	Allocation	New Allocation
Caseworker, Foster Youth, and Homeless	Supplemental	$80,000	$45,000
G.L.A.D. Professional Development to Support ELL	Supplemental	$80,000	$60,000
Deferred Maintenance	BASE	$613,900	$400,000
Engagement Strategies TOSA	Supplemental	$76,327	$19,082
Superintendent's Office Reorganization	BASE	$264,311	~~$196,121~~ $190,280
Reduce Professional Development	BASE	$90,000	$50,000
Total Reductions = ~~$436,008~~ $441,849		Total = $1,204,538	Total = $764,362

PROPOSED REORGANIZATION OF ACTION ITEMS

Previous Action Items	Funding Source	Allocation
Dedicated Secondary EL Math Sections	Supplemental	$100,000
Targeted Intervention Sections for HS and MS Students	Supplemental	$316,698
Elementary and MS Math RtI Program	Supplemental	$320,000
Elementary English Language Arts RtI Program	Supplemental	$480,000
		TOTAL = $1,216,698
New Action Items	**Funding Source**	**Allocation**
Elementary Response to Intervention for English and Math	Supplemental	$540,000
Targeted Secondary Intervention Sections for the Core Academic Areas	Supplemental	$160,000
Total Reduction = $516,698		TOTAL = $700,000

PROPOSED SHIFT IN FUNDING SOURCES

Action Items	Previous Funding Source	New Funding Source	Allocation
3 Music Teachers	BASE	Donation/Fundraising	$275,328
Career Technical Education	BASE	BASE/GRANT	($820,000 + $50,000) = $870,000
2.0 Behavior Interventionist	BASE	Supplemental	$150,147
4.0 Teacher FTE Monterey	BASE	Supplemental	$445,986
1.0 FTE AP Monterey	BASE	Supplemental	$176,202
2.0 Teacher FTE CDS	BASE	Supplemental	$223,490
3.0 FTE Inst. Aide CDS	BASE	Supplemental	$155,594
1 Preservice Day	BASE	GRANT	$400,000
Professional Development GATE	BASE	GRANT	$5,000
Elementary PD and GATE Coordinator	BASE & Supplemental	Title II, Supplemental, Base	($45,284 + $91,156 + $17,100) = $153,540
Secondary PD and Induction TOSA	Title II	Title II and Grant	($85,584 + $64,333) = $149,917
REDUCES $1,892,776 from the general fund			

PROPOSED ADDITIONS OR INCREASES

Action Items	Funding Source	Allocation	New Allocation
AP Testing Fees for students	Supplemental	n/a	$40,000
EL Initial Credit Summer School	Supplemental	n/a	$25,000
PBIS	Supplemental	$80,000	$95,000
Designated ELD	Supplemental	$186,023	$207,130
Dual Immersion	Supplemental	$389,999	$471,341
State Preschool/CC School Age	Supplemental	$120,000	$173,849
Extended Transitional Kindergarten	Supplemental	$120,000	$130,317
EL Support for Schools with Low EL Populations	Supplemental	$44,256	$65,611
Total Increase = $267,970		Total = $940,278	Total = $1,208,248

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Kimberley Clark, Executive Assistant to the Superintendent
SUBMITTED BY:	Kimberley Clark, Executive Assistant to the Superintendent
DATE:	June 20, 2019
SUBJECT:	Second Reading and Approval of the BUSD District-Wide Goals and Core Values Statement for 2019-2020

Background:
Each year the Board of Education meets to review the current-year District-Wide Goals. With the implementation of the Local Control Funding Formula (LCFF), the state of California requires an annual adoption of the Local Control Accountability Plan (LCAP) which includes the District's goals. The LCAP is the accountability tool that describes for the District the goals—and specific actions to achieve the goals—and is aligned with the District-adopted budget.

Discussion/Issues:
The District-Wide Goals were initially developed in September 2014 by District staff working collaboratively with the LCAP Advisory Committee to ensure that the goals encompassed the state priorities. In June of 2018, the Goals were updated and approved for 2018-19.

On May 8, 2019, a Study Session/Town Hall meeting was held to revise the Goals for the 2019-2020 school year, which provided District staff and the Board of Education an opportunity to update the goals based on input from various stakeholder groups. The Board held a first reading of the District-Wide Goals and Core Values Statement on June 12 and no additional changes were identified at that time.

Fiscal Impact:
The BUSD District-Wide Goals serve to guide and direct priorities for District resources including staff emphasis, time, and District budget development for 2019-2020.

Recommendation:
Matt Hill, Superintendent, will facilitate a second reading and approval of the BUSD District-Wide Goals and Core Values Statement for 2019-2020, as presented.

District-Wide Goals for 2019-2020

Adopted _____

1. IMPROVE LEARNING AND ACHIEVEMENT FOR TARGETED SUBGROUPS OF STUDENTS.

1.1 Increase the percentage of English learner (EL) students who are reclassified as proficient in English and continue to monitor progress of students in all academic areas.

1.2 Continue developing and assessing intervention programs specifically for students who qualify for services as English learners, low-socioeconomic, homeless, foster youth, and Special Education students.

1.3 Continue to provide high-quality staff development in effective instructional and engagement strategies for teachers of students who qualify for services as English learners, low-socioeconomic, homeless, foster youth, and Special Education students.

1.4 Develop new strategies and enhance existing engagement supports and activities for parents of students who qualify for services as English learners, low-socioeconomic, homeless, foster youth, and Special Education students.

1.5 Continue to ~~i~~implement the Special Education Master Plan.

1.6 Develop new and strengthen existing relationships with community partners to support our students.

2. IMPROVE LEARNING AND ACHIEVEMENT FOR ALL STUDENTS.

2.1 Sustain a systematic writing program in grades K-8 and begin to integrate a cross-discipline writing program for grades 9-12.

2.2 Sustain and improve the quality of teacher collaboration time, including dedicated site collaboration time, to implement curriculum aligned to the California State Standards and best practices in instruction.

2.3 Sustain and improve the Power Hour model in grades K-5 in Reading Language Arts and the Response to Intervention (RtI) approach in elementary mathematics for students.

2.4 Implement the Gifted and Talented Education (GATE) Master Plan.

~~2.4~~2.5 Develop a 12-year academic vision.

3. CONTINUE TO ALIGN ALL INSTRUCTION AND LEARNING TO CALIFORNIA STATE STANDARDS.

3.1 Continue to collaboratively develop, revise, and administer District common assessments, grading policies, and report cards aligned with California State Standards.

3.2 Develop a Parent Guide to improve understanding of elementary report cards.

3.3 Continue to develop and implement comprehensive instructional pacing guides that meet the needs of all learners.

3.4 Continue to promote and support the involvement of teachers in the piloting and adoption of California State Standards instructional materials / textbooks and provide supplemental materials for Special Education students and English learners.

3.5 Continue to address California State Standards during parent meetings at school sites during the year.

4. CONTINUE TO IMPLEMENT THE BUSD ARTS FOR ALL PLAN

4.1 Maintain the number of elementary music teachers to sustain the elementary music program.

4.2 Maintain an inventory and a budget and develop a plan for maintenance and repair / replacement of instrumental music equipment.

5. EXPAND PROGRAMS TO PREPARE STUDENTS FOR COLLEGE, POSTSECONDARY EDUCATION, TRAINING, AND/OR THE WORKPLACE FROM PRESCHOOLTHROUGH ADULT EDUCATION.

5.1 Ensure 100% of BUSD students receive their diplomas or certificates of completion.

5.2 Monitor the implementation of the comprehensive guidance plan.

5.3 Continue to promote a culture of academic success in order to decrease the number of D and F grades in secondary schools and the number of 1 and 2 grades in elementary schools.

5.4 Increase the number of high school students who have completed a-g requirements for college eligibility.

5.5 Increase student opportunities for achievement and success in Career Technical Education (CTE) classes and programs.

5.6 Continue to partner with the City of Burbank, Burbank Chamber of Commerce, and local businesses to develop more academic / career readiness programs, internships, and certifications for our students.

5.7 Increase the number of dual enrollment classes with our community college partners.

District-Wide Goals for 2019-2020

Adopted _____

6. DEVELOP AND IMPLEMENT A COMPREHENSIVE PROFESSIONAL DEVELOPMENT PLAN FOR ALL EMPLOYEES.

6.1 Continue to provide professional development opportunities for all certificated and classified employees.
6.2 Continue to provide classified and certificated employees with anti-bullying training and awareness strategies.
6.3 Continue to provide training opportunities for teachers on differentiated instruction for GATE (Gifted and Talented Education) students.
6.4 Continue to develop and implement a comprehensive professional development plan for all staff on providing support and instruction to students with special needs in a least restrictive environment.
6.5 Ensure all staff are trained on suicide prevention practices and procedures.
6.6 Continue to develop and implement an instructional technology professional development plan.

7. CREATE A POSITIVE SCHOOL CLIMATE BY MAINTAINING A SAFE ENVIRONMENT AND DEVELOPING A SENSE OF BELONGING FOR ALL STUDENTS AND STAFF.

7.1 Continue to provide a clean, safe, and energy-efficient learning environment for all students and employees.
7.2 Continue to implement curriculum for use in grade 10 World History classes that addresses the Armenian Genocide.
7.3 Continue to implement and further develop curriculum for use in grade 11 U.S. History classes that addresses the contribution the LGBTQ (Lesbian, Gay, Bisexual, Transgender, and Questioning) community has made in California and American history.
7.4 Continue to ensure that all school safety plans are compliant as per California Department of Education Safety Plan mandates and implement professional development for all employees before school starts.
7.5 Continue to develop safe and supportive school environments for transgender students.
7.6 Monitor, update, and communicate changes to District policies to ensure compliance.
7.7 Continue construction/modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.
7.8 Ensure students receive instruction in health, nutrition, and fitness that promotes the development of physical and emotional well-being and healthy lifestyles.
7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.
7.10 Develop a plan to recruit, hire, and retain highly qualified, talented, and diverse employees.

8. PROVIDE ALL STUDENTS WITH ACCESS TO TECHNOLOGY IN THE CLASSROOM.

8.1 Maintain the District Technology Committee to research and recommend 21st Century instructional resources.
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.
8.3 Develop a three-year plan for the expansion of online high school classes and the expansion of the Independent Learning Academy (ILA).
8.4 Evaluate and expand partnership with the City of Burbank library system to provide greater access to students by using their student BUSD-issued BConnectED identification cards.

9. DEVELOP NEW COMMUNICATION AND COLLABORATIVE STRATEGIES WITH PARENTS, STUDENTS, EMPLOYEES, AND THE COMMUNITY.

9.1 Finalize a Communications Master Plan that includes recommendations to improve communication, transparency, and collaboration.
9.2 Develop a plan to provide information to the community about the parcel tax.
9.3 Develop new strategies for communicating the implementation of District goals and initiatives.
9.4 ~~Develop~~ Review the~~a collaborative~~ process for the naming and renaming of District facilities.
9.5 Develop a system or process to provide increased transparency with regard to the District's financial and budget information.
~~9.4~~9.6 Track and report out on donations and make this information accessible in a user-friendly format.

Core Values Statement

Adopted: _____

WE HOLD HIGH EXPECTATIONS AND STANDARDS FOR THE ACADEMIC AND SOCIAL DEVELOPMENT OF ALL STUDENTS AND THE PERFORMANCE OF ADULTS.

WE GIVE STUDENTS THE OPPORTUNITY TO ACHIEVE SUCCESS IN THEIR CHOSEN ENDEAVORS AND TO CREATE A DESIRE TO BE LIFELONG LEARNERS.

INCREASING STUDENTS' PROFICIENCY WILL IMPROVE THEIR QUALITY OF LIVING FOR A LIFETIME.

- All students will learn and achieve. Each student at every level:
  - …will demonstrate respect of self, others, and the community.
  - ...will encounter a rigorous and engaging curriculum.
  - ...will experience a variety of instructional strategies.
  - ...will build high self-esteem through success in personal achievement.
  - ...will have opportunities to engage in enriching extra- and co-curricular activities.
- Family involvement greatly enhances the success of children in school.
- Highly skilled and effective teaching, combined with positive personal attitudes and relationships, are the essential factors in a successful classroom learning experience.
- The entire community and all of its organizations and agencies play a vital role in the success of students in school. The schools, parents, and community must provide a social environment which enhances each student's ability to achieve a high level of academic success and physical and emotional well-being. It is essential to collaborate and maximize time, money, and human resources to promote shared responsibility for the health and welfare of all students.
- Our District recruits, hires, and retains highly qualified, talented, and productive staff members. All employees will uphold the highest ethical standards and function on a values foundation of a strong Work Ethic, Integrity, Accountability, Honesty/Openness, Caring, Respect, Fairness, Citizenship, Passion, and Enthusiasm.
- Our District recognizes and appreciates the cultural and human diversity of our students, staff, and families. This diversity offers educational opportunities enhancing respect and success for all.
- Analysis of District budget and programs guides the priorities for the purpose of preserving District solvency.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of School Site and Department Software Licenses and Memberships for 2019 - 2020

Background:
The use of technology is growing and expanding daily. Software applications are not only being used by our departments on behalf of the District, but also in our classrooms. The cost can range anywhere from .99 cents to thousands of dollars. The use is increasing as we move into advanced methods of supporting our teachers and students in various areas of instruction. All software purchases are required to have Board approval on an annual basis, which is being strictly enforced by Los Angeles County of Education (LACOE).

Discussion/Issues:
At the same time we continue to grow the number of annual memberships for web-based services and software licenses, LACOE is requesting that all districts using software submit Board approval (not purchase orders) for all software licensing purchases. This requirement has been in place but was not enforced until July 1, 2014.

District wide application purchases are already submitted to the Board of Education each time we enter into a contract or when they are renewed. This request is intended to cover those smaller software applications used by individual teachers and students at our school sites. It's unrealistic to have each campus request Board approval for every software license purchase. Therefore, we have created a master list of software licenses and web-based memberships that were purchased last fiscal year for approval in this fiscal year. Technology will continue to update this list and bring it before the Board of Education for approval annually.

Fiscal Impact:
The funding sources will vary. However, these applications are being funded through site or department discretionary dollars, categorical funding or gifts and donations.

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the District Software Licenses and Memberships for the 2019-2020 school year, as presented.

BURBANK UNIFIED SCHOOL DISTRICT SOFTWARE LICENSES FOR 2019-2020

VENDOR	*LICENSE NAME*	*ESTIMATED COST 2019-20*	*FUNDING SOURCE*	*ACCOUNT STRING*
Ableton	Live 10 Standard	$ 538.00	BHS	01.0-90904.0-11100-10000-5840-4318300
Academic Innovations	Online resources	$ 1,596.00	Instruction	01.0-63000.0-11100-10000-5840-7429000
Accelerate Learning	Stemscopes	$ 2,625.25	Stevenson	01.0-00010.0-11100-10000-5840-2150002
Accelerate Learning	Stemscopes	$ 1,000.00	McKinley	Site/District Office to provide
Accelerate Learning	Stemscopes	$ 89,405.00	Instruction Lottery	01.0-63000.0-11100-10000-5840-7429000
ACDC Leadership	Ultimate Review	$ 750.00	JBHS	01.0-90904.0-11100-10000-5840-4328100
Active Network LLC	Educate (SchoolBooks)	$ 609.25	Luther	01.0-90350.0-11100-10000-5840-3208000
Administrative Software Applications	ASAP	$ 13,440.00	BAS	11.0-00639.0-41100-27000-5840-5330000
Adobe Creative Cloud	TBD	TBD	BAS	11.0-63910.0-41104-10000-5840-5330000
Alphacard	Alphacard Pro 100	$ 298.00	CDS	01.0-02430.0-35500-27000-5840-5261000
Amazon	Prime	$ 131.20	Purchasing	01.0-00000.0-00000-72000-5840-7552000
American Technology Solutions Corp (ATS)	1095-C Software	$ 4,821.88	Human Resources	01.0-00000.0-00000-72000-5840-7552000
Apex Learning	Digital Curriculum	$ 35,000.00	BAS	11.0-00639.0-41107-10000-5840-5330000 11.0-63910.0-41106-10000-5840-5330000
Apex Learning	Digital Curriculum	$ 45,000.00	LCAP Supp.	01.0-01500.0-11100-10000-5840-7420000
Apex Learning	Summer School	$ 5,000.00	Instructional Lottery	01.0-63000.0-11100-10000-5840-7429000
Arey Jones Educational Solutions	Chrome Device Management	$ 22.96	Various	Site to provide
Bad Wolf Press	Matter and Its Properties; American Revolution	$ 758.90	Stevenson	01.0-90711.0-11100-10000-5840-2158000
Biddle Consulting Group Inc	Opac Plus	$ 1,300.00	HR	01.0-00000.0-00000-72000-5840-7552000
Blackboard Inc.	Web hosting, mobile app & parent notification	$ 28,890.00	Technology	01.0-00000.0-00000-72000-5840-7401000

Bluebeam	Revu Standard & Maintenance	$ 448.00	Facilities	01.0-81500.0-00000-81100-5840-7523100
Brainpop	School Combo 24/7	$ 2,395.00	Edison	01.0-90350.0-11100-10000-5840-2028000
Brainpop	School Combo 24/7	$ 2,550.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Brainpop	School Combo 24/7	$ 2,500.00	Miller	01.0-30100.0-11100-10000-5840-2109000
Brainpop	School Combo 24/7	$ 1,895.00	Muir	01.0-30100.0-11100-10000-5840-3229000
Brainpop	Classroom Jr	$ 175.00	Roosevelt	01.0-90350.0-11100-10000-5840-2148000
Brainpop	School Combo 24/7	$ 2,590.00	Washington	Site to provide
Brainpop	School Combo 24/7	$ 2,395.00	Emerson	01.0-00000.0-11100-10000-5840-2031000
Brainpop	School Combo 24/7	$ 2,395.00	Stevenson	01.0-90350.0-11100-10000-5840-2158000
Brainpop	Classroom Jr	$ 175.00	Jefferson	01.0-00000.0-11100-10000-5840-2061000
Breakoutedu.com	Platform Access	$ 60.00	Jordan	01.0-00000.0-13000-10000-5840-3211000
Breakoutedu.com	Annual Site License	$ 5,256.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Boardmaker	TBD	$ 2,865.00	Special Ed	01.0-65000.0-57700-11901-5840-7441000
Cambium Learning	TBD	$ 6,000.00	Washington	01.0-60100.0-11100-10000-5840-2169000
Cambium Learning	TBD	$ 6,130.00	Emerson	01.0-42030.0-47600-10012-5840-2039000
Cambium Learning	Ticket to Read	$ 3,500.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Cambium Learning	Ticket to Read	$ 3,500.00	Miller	01.0-90904.0-11100-10000-5840-2108200
Cambium Learning	TBD	$ 3,500.00	Roosevelt	01.0-00000.0-11100-10000-5840-2141000
Career Cruising	CC Springboard	$ 1,485.00	Special Ed	01.0-65200.0-57700-11100-5840-7440000
Carolina Biological Supply	Twig Science	$ 164.00	JBHS	01.0-00000.0-13400-10000-5840-4321000
Carolina Biological Supply	Twig Science & Math	$ 926.00	Luther	01.0-01500.0-00000-31100-5840-3200000
Cengage Learning	TBD	TBD	BAS	11.0-63910.0-41102-10000-5840-5330000
Cengage Learning	TBD	$ 833.00	JBHS	01.0-90904.0-11100-10000-5840-4328100
Clever Prototypes	Teacher Accounts	$ 287.97	Jordan	01.0-00000.0-11100-10000-5840-3211000
Committee for Children	SS Gr El-5 Media	$ 2,697.00	Instruction	01.0-01500.0-00000-27000-5840-7450000
Committee for Children	TBD	$ 899.00	Instr/Emerson	01.0-01500.0-00000-27000-5840-7450000
Committee for Children	TBD	$ 899.00	Instr/Roosevelt	01.0-01500.0-00000-27000-5840-7450001
Committee for Children	TBD	$ 899.00	Instr/McKinley	01.0-01500.0-00000-27000-5840-7450002
Committee for Children	TBD	$ 899.00	Instr/Jefferson	01.0-01500.0-00000-27000-5840-7450003
Committee for Children	TBD	$ 5,999.00	Luther	01.0-30100.0-11100-10012-5840-3209000
Curriculum Associates	I-Ready	$ 17,946.25	Disney	01.0-30100.0-11100-10000-5840-2019000
Curriculum Associates	I-Ready	$ 11,900.00	Harte	01.0-01500.0-11100-10000-5840-2052000

Curriculum Associates	I-Ready	$	11,900.00	Providencia	01.0-30100.0-11100-10000-5840-2139000 01.0-60100.0-11100-10000-5840-2139000
Curriculum Associates	I-Ready	$	24,827.50	Miller	01.0-30100.0-11100-10000-5840-2109000
Curriculum Associates	I-Ready	$	13,885.00	Washington	01.0-30100.0-11100-10012-5840-2169000
Curriculum Associates	I-Ready	$	17,900.00	Emerson	01.0-01500.0-11100-10012-5840-2032000 01.0-01500.0-13000-10012-5840-2032000
Curriculum Associates	I-Ready	$	20,843.75	Stevenson	Site to provide
California School Boards Association (CSBA)	GAMUT	$	8,000.00	Board of Education	01.0-00000.0-00000-71100-5840-7561000
DameWare Mini Remote Control	Solarwinds	$	768.00	Technology	01.0-00000.0-00000-77000-5840-7731000
Decision Insite	StudentView Connect	$	1,000.00	Student Services	01.0-00000.0-00000-72000-5840-7452000
Digicert	TBD	$	1,425.00	Technology	01.0-00000.0-00000-77000-5840-7731000
Digicoach Inc	Digicoach	$	2,240.00	Jordan	01.0-30100.0-11100-10000-5840-3219000
Digicoach Inc	Digicoach 4	$	6,931.00	JBHS	01.0-00000.0-00000-27000-5840-4321000
Digicoach Inc	Digicoach Site License	$	4,995.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Digicoach Inc	Digicoach 4	$	2,240.00	Emerson	01.0-00010.0-11100-10000-5840-2030002
DNS Made Easy	TBD	$	100.00	Technology	01.0-00000.0-00000-77000-5840-7731000
Document Tracking Services	DTS	$	8,035.00	Instruction	01.0-00012.0-00000-31600-5840-7421000
Doodly	TBD	$	164.00	Luther	Site to provide
Dorian Business Systems	Charms Account	$	2,015.00	Gen Fund	01.0-00000.0-11100-10000-5840-7421100
Drama Education Network	Drama Works!	$	2,600.00	Stevenson	01.0-90201.0-11100-10000-5840-2158700
Eagle Software	Aeries ASP	$	81,415.00	Technology	01.0-00000.0-00000-72000-5840-7401000
Ebsco	TBD	$	2,795.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Ebsco	Middle & Primary Online	$	8,135.00	Instruction	01.0-00000.0-00000-72000-5840-7401000
EdHelper	TBD	$	60.00	BHS	01.0-65000.0-57700-11104-5840-4311000
Ekahau	Site Survey Pro Support	$	899.00	Technology	01.0-00000.0-00000-77000-5840-7731000
EMS-LINQ	Website Hosting - School Nutrition and Fitness (Isite)	$	1,140.00	Food Services	61.0-53100.0-00000-37000-5840-7490000
Enome dba Goalbook	ToolKit	$	20,000.00	Special Ed	01.0-56400.0-57700-11100-5840-7448000
Everyday Speech	Complete Guided Therapy	$	1,759.91	Special Ed	01.0-65000.0-57700-11100-5840-7441000

ExploreLearning LLC	Reflex	$ 875.00	Muir	01.0-30100.0-11100-10000-5840-3229000
ExploreLearning LLC	Reflex Math	$ 350.00	Washington	01.0-00000.0-11100-10000-5840-2161000
Flip Grid	Classroom Licenses	$ 400.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Flocabulary	Site License	$ 2,000.00	Muir	01.0-30100.0-11100-10000-5840-3229000
Flocabulary	Classroom Access	$ 120.00	Luther	01.0-90350.0-11100-10000-5840-3208000
Flocabulary	Site License	$ 2,000.00	Jefferson	01.0-90201.0-11100-10000-5840-2068700
Fluence Learning	CCSS Math/ELA	$ 3,000.00	Instruction	01.0-00000.0-11100-10000-5840-7421000
Freedom Scientific	Jaws Professional	$ 1,200.00	Human Resources	Site to provide
Freshworks Inc	Freshservice & Freshcaller	$ 24,960.00	Technology/Facilities	01.0-00000.0-00000-77000-5840-7731000
Frontline Technologies (CRS)	Absence & Substitute Management	$ 23,375.66	Districtwide	01.0-00000.0-00000-77000-5840-7401000
Game Salad	Student Licenses	$ 2,200.00	Perkins	01.0-35500.0-38000-10000-5840-7429000
GoDaddy.com	TBD	$ 1,000.00	Technology	01.0-00000.0-00000-77000-5840-7731000
Goennounce	Parent Training Videos	$ 500.00	Luther	01.0-30100.0-11100-10000-5840-3209000
GoNoodle	GoNoodle Plus	$ 1,500.00	Roosevelt	01.0-00000.0-11100-10000-5840-2141000
GovConnection Inc	Infrascale	$ 22,762.40	Technology	21.0-93030.0-00000-85000-5840-7730000
Granicus Inc	Media Manager/Peak Agenda; Encoder	$ 35,000.00	Districtwide	01.0-00000.0-00000-72000-5840-7401000
Greenfield Learning	Reading Plus	$ 3,087.50	Jordan	01.0-42030.0-47600-10000-5840-7429000
Greenfield Learning	Lexia Reading Core 5	$ 2,800.00	Providencia	01.0-30100.0-11100-10000-5840-2139000
Greenfield Learning	Reading Plus & Lexia Readings	$ 15,635.00	Muir/Instruction	01.0-30100.0-47600-10000-5840-3229000
Greenfield Learning	Lexia Reading	$ 3,000.00	Washington	01.0-30100.0-11100-10012-5840-2169000
Greenfield Learning	Reading Plus	$ 8,100.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Hamrick Software	VueScan	$ 80.00	Technology	01.0-00000.0-00000-77000-5840-7730007
Heartland School Solutions	Nutrikids	$ 1,139.00	Food Services	61.0-53100.0-00000-37000-5840-7490000
Helios Tech	Helios	$ 39,580.00	Districtwide	01.0-00010.0-00000-72000-5840-7400046
Houghton Mifflin Harcourt	Do the Math Refresher	$ 1,295.00	Edison	01.0-01500.0-13000-10012-5840-2022000
Humboldt County of Education	Personal Data Wizard	$ 200.00	Special Ed	01.0-65200.0-57700-11100-5840-7440000
Illuminate Education	Assmt Software and Item Bank	$ 105,100.00	LCAP Supp.	01.0-01500.0-11100-10000-5840-7420000

Indieflix Group	Single location license	$ 925.00	Luther	01.0-30100.0-11100-10000-5840-3209000
iReady	TBD	$ 20,000.00	Miller	01.0-30100.0-11100-10000-5840-2109000
IXL Learning	Site License	$ 5,600.00	McKinley	01.0-30100.0-11100-10000-5840-2090000
IXL Learning	TBD	$ 199.00	Luther	01.0-70910.0-47600-10000-5840-3209000
IXL Learning	TBD	$ 450.00	Muir	01.0-42030.0-47600-10012-5840-3229000
IXL Learning	TBD	$ 300.00	BHS	01.0-42030.0-47600-10012-5840-4319000
JAMF Software	JAMF Pro Casper Suite	$ 21,512.00	Technology	01.0-00000.0-00000-77000-5840-7730006
Kagan Publishing	Timertools	$ 555.31	Edison	01.0-00000.0-11100-10000-5840-2021000
Kagan Publishing	TBD	$ 700.87	Harte	01.0-00000.0-11100-10000-5840-2051000
Kagan Publishing	Selectortools; Timertools	$ 1,225.85	JBHS	01.0-00000.0-11100-10000-5840-4321000
Kagan Publishing	Selectortools; Timertools; Numbered Heads Together	$ 2,778.15	Luther	01.0-30100.0-11100-10000-5840-3209000
Key Code Media	Sibelius for Education	$ 653.32	Instruction	01.0-90711.0-11100-10000-5840-7428000
Kuta Software	Math Site License	$ 894.35	Luther	01.0-01500.0-13000-10012-5840-3200000
Kuta Software	Math Site License	$ 957.00	BHS	01.0-00000.0-11100-10000-5840-4311000 01.0-90904.0-11100-10000-5840-4318100
Kuta Software	Math Site License	$ 1,127.00	JBHS	01.0-00000.0-13000-10000-5840-4321000
Learning A-Z	Reading A-Z; RAZ-Kids	$ 3,782.22	Disney	01.0-42030.0-47600-10012-5840-2019000
Learning A-Z	RAZ-Plus & ELL Collection	$ 2,000.00	Instruction/Stevenson	01.0-42030.0-47600-10000-5840-7429000
Learning A-Z	RAZ-Plus	$ 1,000.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Learning Services	Kid Pix 3D	$ 1,025.00	Roosevelt	01.0-00000.0-11100-10000-5840-2141000
Learning.com	EasyTech	$ 3,500.00	Stevenson	01.0-90201.0-11100-10000-5840-2158700
Lighthouse Learning Studios	Lumio Math	$ 2,970.00	Edison	01.0-00000.0-11100-10000-5840-2021000
LinkedIn	LyndaCampus	$ 7,500.00	BAS	11.0-63910.0-41104-10000-5840-5330000
Mathalicious	Site License	$ 185.00	JBHS	01.0-00000.0-13000-10000-5840-4321000
Mathalicious	Classroom Licenses	$ 960.00	Muir	01.0-30100.0-11100-10000-5840-3229000
McGraw Hill Education	Medisoft	$ 750.00	BAS	11.0-63910.0-41104-10000-5840-5330000
McGraw Hill Education	Redbird Mathematics	$ 108.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Method Test Prep	ACT & SAT Method Basic Combo	$ 2,621.00	JBHS	01.0-70910.0-47600-10000-5840-4329000 01.0-90904.0-11100-10000-5840-4328100
Microsoft	Azure	$ 499.00	BAS	11.0-63910.0-41104-10000-5840-5330000

Middlebury Interactive Languages	Foreign languages	$	897.00	JBHS	01.0-00000.0-11100-10000-5840-4321000
Mitchell 1	Prodemand	$	1,099.00	Facilities	01.0-81500.0-00000-81100-5840-7523100
MobyMax	Micro Teacher License	$	37.00	Harte	01.0-90201.0-11100-10000-5840-2058200
Moniker.com	TBD		TBD	BHS	Site to provide
Mystery Science Inc	School Membership	$	999.00	Edison	01.0-00000.0-11100-10000-5840-2021000
Mystery Science Inc	School Membership	$	999.00	Jefferson	01.0-00000.0-11100-10000-5840-2061000
Mystery Science Inc	School Membership	$	999.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Mystery Science Inc	School Membership	$	999.00	Washington	01.0-30100.0-11100-10000-5840-2169000
Mystery Science Inc	School Membership	$	999.00	Providencia	01.0-30100.0-11100-10000-5840-2139000
Mystery Science Inc	School Membership	$	999.00	Harte	01.0-00000.0-11100-10000-5840-2051000
Mystery Science Inc	School Membership	$	999.00	Stevenson	01.0-90350.0-11100-10000-5840-2158000
Mystery Science Inc	School Membership	$	999.00	Disney	01.0-30100.0-11100-10000-5840-2019000
Mystery Science Inc	School Membership	$	999.00	Miller	01.0-30100.0-11100-10000-5840-2109000
Mystery Science Inc	School Membership	$	999.00	Roosevelt	01.0-00000.0-11100-10000-5840-2141000
N2Y	Unique Learning System	$	4,526.55	Special Ed	01.0-65000.0-57700-11100-5840-7441000
Nearpod	Site License	$	4,500.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Nessy Learning LLC	Reading & Spelling	$	1,334.00	Providencia	01.0-90350.0-11100-10000-5840-2138000
Netop Tech Inc	Vision Class Kit	$	750.00	BHS	01.0-00000.0-11100-10000-5840-4311000
Newsela	Newsela Pro	$	6,800.00	Jordan	01.0-30100.0-11100-10000-5840-3219000
Newsela	Newsela Pro	$	1,080.00	Washington	01.0-30100.0-11100-10012-5840-2169000
Nth Generation Computing	CylancePROTECT	$	19,760.00	Technology	01.0-90905.0-11100-10000-5840-7738000 01.0-00000.0-00000-77000-5840-7732000
Odysseyware	TBD	$	750.00	CDS	01.0-02430.0-35500-10000-5840-5261000
Paessler AG	PRTG	$	3,081.25	Technology	01.0-00000.0-00000-77000-5840-7731000
Parchment	Parchment Sender Services	$	12,705.00	Instruction/BHS/JBHS	01.0-00000.0-11100-10000-5840-4321000 01.0-90904.0-11100-10000-5840-4318100
Phantom Technologies dba iBoss	Core & Large Platform	$	24,300.00	Technology	01.0-00000.0-00000-72000-5840-7401000
Photodex Corp	Proshow Producer	$	1,264.00	BAS	11.0-63910.0-41104-10000-5840-5330000
Pitsco Education	Synergy ITC	$	217.41	Luther	01.0-00000.0-11100-10000-5840-3201000
Powerschool Group	L4U Library Management	$	10,312.50	Instruction	01.0-00000.0-00000-24200-5840-7421000
Precision Exams	Precision Exams	$	10,000.00	CTEIG	01.0-63870.0-38000-10000-5840-7429000
Project Wisdom	K-12 Series 3	$	489.00	Luther	01.0-30100.0-11100-10000-5840-3209000

Quizlet	Teacher Upgrades	$	230.33	Jordan	01.0-30100.0-11100-10000-5840-3219000
Quizlet	Teacher Upgrades	$	167.95	Luther	01.0-30100.0-11100-10000-5840-3209000
Quizlet	Teacher Upgrades	$	35.99	BHS	01.0-00000.0-11100-10000-5840-4311000
Raptor Technologies	Visitor Management Access Fee	$	12,075.00	Student Services	01.0-00010.0-00000-72000-5840-7450031
Read Naturally Inc	Read Naturally Live	$	4,275.00	Special Ed	01.0-65000.0-57700-11100-5840-7441000
Read Naturally Inc	Read Live	$	92.00	Washington	01.0-30100.0-11100-10012-5840-2169000
Reading A-Z	TBD	$	600.00	Miller	01.0-30100.0-11100-10000-5840-2109000
Red Software	Annual Subscription	$	71.88	Print Shop	01.0-00500.0-00000-72000-5840-7401000
Renaissance Learning	Accelerated Reader/STAR	$	5,844.92	Edison	01.0-70910.0-47600-10000-5840-2029000
Renaissance Learning	Accelerated Reader/STAR	$	32,674.26	Luther	01.0-30100.0-11100-10000-5840-3209000
Renaissance Learning	Accelerated Reader/STAR		TBD	Jordan	Site to provide
Renaissance Learning	Accelerated Reader/STAR	$	6,039.84	Disney	01.0-30100.0-11100-10000-5840-2019000
Renaissance Learning	Accelerated Reader/STAR	$	4,702.00	Providencia	Site to provide
Renaissance Learning	Accelerated Reader/STAR	$	200.00	Muir	Site to provide
Renaissance Learning	Accelerated Reader/STAR & Math	$	3,056.98	Stevenson	01.0-00000.0-11100-10000-5840-2151000
Renaissance Learning	Accelerated Reader/STAR	$	5,463.85	Washington	01.0-30100.0-11100-10000-5840-2169000
Renaissance Learning	Accelerated Reader/STAR & Math	$	6,856.59	Jefferson	01.0-90201.0-11100-10000-5840-2068700
Renaissance Learning	Accelerated Reader/STAR	$	5,705.00	McKinley	01.0-30100.0-11100-10000-5840-2099000
Renaissance Learning	Data Integration Maintenance Fee	$	3,500.00	Instruction	01.0-00000.0-11100-10000-5840-7421000 01.0-30100.0-11100-10000-5840-7429000
Research Institute for Learning & Development	Full Access License	$	575.00	Jordan	01.0-65000.0-57700-11200-5840-3211000
RJ Cooper & Associates	Spell-A-Word	$	59.00	Special Ed	01.0-65000.0-57700-11907-5840-7441000
Rschool Today	School-Age Child Care	$	3,000.00	Child Dev	12.0-90602.0-00000-27000-5840-7540000 12.0-90601.0-00000-27000-5840-5080000
S/P2	Construction; Automotive (4 licenses)	$	1,250.00	CTE	01.0-06350.0-38000-10000-5840-7910000

Salt Software	Salt 16	$ 372.40	Special Ed		01.0-65000.0-50010-31600-5840-7441000	
School Apptitude	Annual Hosting Plan	$ 996.00	McKinley		01.0-30100.0-11100-10000-5840-2099000	
School Apptitude	Annual Hosting Plan	$ 996.00	Muir		01.0-30100.0-11100-10000-5840-3229000	
School Apptitude	Annual Hosting Plan	$ 996.00	Washington		01.0-30100.0-11100-10000-5840-2169000	
School City	Gradecam	$ 10,178.64	Instruction		01.0-01500.0-11100-10000-5840-7420000	
Senor Wooly	TBD	$ 120.00	BHS		01.0-00000.0-11100-10000-5840-4310000	
Senor Wooly	TBD (7 licenses)	$ 506.00	Instruction		01.0-00000.0-00000-72000-5840-7421000	
Senor Wooly	Pro subscription plan	$ 152.25	Instruction		Site to provide	
SHI International	Adobe	$ 32,425.00	CTEIG		01.0-63870.0-38000-10000-5840-7429000	
SHI International	Microsoft	$ 72,558.10	Technology		01.0-00000.0-00000-72000-5840-7401000	
Smartetools	Smartefinance	$ 41,000.00	Undistributed		01.0-00000.0-00000-77000-5800-0000000	
SolarWinds	Remote Support Software & Maintenance	$3,420.00 $768.00	Technology Services	Food	01.0-00000.0-00000-77000-5840-7730000 53100.0-00000-37000-5840-7490000	13.0-
Stardock	Fences	$ 9.99	Fiscal Services		01.0-00000.0-00000-72000-5840-7471000	
Starfall Education	More-S	$ 300.00	Miller		01.0-00000.0-11100-10000-5840-2101000	
The STEM Academy	STEM 101 Intro to Eng	$ 4,000.00	CTE		01.0-06350.0-38000-10000-5840-7910000	
Study.com	Teacher Licenses	$ 958.00	Instruction/JBHS		01.0-42010.0-47600-10000-5840-7429000	
Survey Monkey	TBD	$ 250.00	Instruction		01.0-00000.0-00000-72000-5840-7421000	
Survey Monkey	TBD	$ 594.00	Luther		Site to provide	
TCI Teachers' Curriculum Institute	History Alive! Government Alive! Econ Alive!	$ 1,341.00	JBHS		01.0-00000.0-11100-10000-5840-4321000	
Themathworksheetsite.com	Math Site License	$ 220.00	Roosevelt		01.0-90350.0-11100-10000-5840-2148000	
TeachTown Inc	Teachtown Basics	$ 9,189.00	Special Ed		01.0-56400.0-57700-11100-5840-7448000	
Teacher Gaming	Minecraft Edu	$ 545.00	Muir		01.0-00000.0-11100-10000-5840-3221000	
Teachers Pay Teachers	El Mundo	$ 60.00	BHS		01.0-00000.0-11100-10000-5840-4311000	
Texthelp Inc	Read & Write	$ 145.00	Special Ed		01.0-65000.0-57700-11907-5840-7441000	
Thrively	Premium License	$ 3,000.00	Luther		01.0-30100.0-11100-10000-5840-3209000	
Titan School Solutions Inc	Free and Reduced Point of Service	$ 41,000.00	Food Services		61.0-53100.0-00000-37000-5840-7490000	
Tobii Dynavox	Boardmaker	$ 2,865.00	Special Ed		01.0-56400.0-57700-11901-5840-7448000	
Tools4Ever	User Management & Password Reset	$ 4,465.13	Technology		01.0-00000.0-00000-72000-5840-7401000	

Turnitin LLC	Originality Checking & Feedback	$	7,640.00	JBHS	01.0-00000.0-11100-10000-5840-4321000
Turnitin LLC	Originality Checking & Feedback	$	10,093.06	BHS	01.0-00000.0-11100-10000-5840-4311000
Twig Education	Science	$	89.00	Luther	01.0-00000.0-13400-10000-5840-3201000
United States Academic Decathlon	Annual curriculum package	$	700.00	BHS	01.0-00000.0-11100-10000-5840-4311000
US Games	Fitnessgram	$	549.00	JBHS	01.0-00000.0-11100-10000-5840-4321000
Vas Security Systems	CA4K Software	$	2,900.91	Facilities	01.0-81500.0-00000-81100-5840-7523100
Visible Body	Anatomy & Psysiology for Windows	$	34.99	JBHS	01.0-00000.0-13400-10000-5840-4321000
Vocabularyspellingcity.com	Classroom Subscription	$	140.00	McKinley	01.0-65000.0-57700-11100-5840-2091000
WhyTry	Online Curriculum Subscription	$	99.00	Luther	01.0-30100.0-11100-10000-5840-3209000
You Can Book Me	You Can Book Me (3 licenses)	$	350.00	One Time Funds	01.0-00010.0-00000-72000-5840-7420010
Z-Space	Annual Licenses	$	2,976.10	Luther	01.0-90201.0-11100-10000-5840-3208900
Zing Apps LLC	Mobile App Service & Hosting	$	3,960.00	Luther	01.0-30100.0-11100-10000-5840-3209000
Zing Apps LLC	Mobile App Service & Hosting	$	2,280.00	BHS	01.0-90904.0-11100-10000-5840-4318100

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement with Softchoice for Microsoft Licensing, District-wide (General Fund)

Background:
On August 6, 2015, the Board of Education Approved an Agreement with SHI for Microsoft Licensing. On September 18, 2014, the Board of Education Approved the Purchase of an Eversync Backup Appliance.

Discussion/Issues:
The CETPA and Microsoft Strategic Alliance (CAMSA) program is a California statewide purchasing contract with Microsoft for the Educational Enrollment Solution (ESS) program. This contract serves as a master purchasing vehicle of Microsoft licensing for K-12 educational institutions in the state of California. It offers major discounts and simplifies the Microsoft licensing purchase process. The District has participated in the CAMSA program since August 6, 2015, and continues to heavily utilize the Microsoft licensing provided by this agreement across the thousands of Windows devices used throughout the district.

The CAMSA program is now changing to a new reseller, Softchoice, for all Microsoft licensing renewals moving forward. The District would like to renew its CAMSA agreement with Softchoice for the 19-20 school year.

In addition, the District would like to add $16,800 of Azure credits to the renewal of the CAMSA agreement. The District currently utilizes an Eversync Backup Appliance to backup critical servers and user data. That appliance was purchased on September 18, 2014, and the support and maintenance contract for that appliance is expiring on September 17, 2019. The cost to extend the maintenance and support for one year is $17,090.83. Rather than extend the maintenance contact, the district is proposing to migrate all backup services to the cloud and utilize Azure Backup. Our cost calculations have shown it will cost less per year to backup our systems and data to the cloud than it is to maintain an aging backup appliance.

Fiscal Impact:
The fiscal impact is $89,701.13.

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Softchoice Corp., for Microsoft CAMSA Licensing and Azure Credits, not to exceed $89,701.13 (01.0-00000.0-00000-77000-5840-7730006) (General Fund), effective August 1, 2019 through July 31, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Softchoice Corporation
314 W Superior Street, Ste 400
Chicago, IL, 60654

Sales/Order desk
Phone: (800) 268-7638 Fax: (800) 268-7639

Quote	8745769
Date	10-Jun-2019
Reference	00986567

QUOTE

Ship To: 1050338

BURBANK UNIFIED SCHOOL DISTRICT
1900 WEST OLIVE AVENUE
BURBANK, CA 91506

Attn: ROBERTO JURADO

Bill To: 1050338

BURBANK UNIFIED SCHOOL DISTRICT
1900 WEST OLIVE AVENUE
BURBANK, CA 91506

Attn: ROBERTO JURADO

All currency in this quote is in US dollars.

Quote Prepared For	Roberto Jurado Burbank Unified School District Phone: (818) 729-3405 Fax:
Quote Sent By	Braeden Carr Braeden.Carr@softchoice.com Phone: (312) 260-9890 x323244 Fax: (800) 268-7639

Comments:
Please note all items have been priced according to the CAMSA Microsoft Licensing Agreement

Item #	Mfg Sku #	Description	Qty	Unit Price	Extended Price
WA6599	54R-00098 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - MS LEARNING IT ACADEMY MONTHLY SUBSCRIPTION ALL LANGUAGES E-CERTIFICATE MS EES P2 CAM	1	$1,332.47	$1,332.47
VF9157	2UJ-00003 ES-FCY	MS ENROLLMENT FOR EDUCATION SOLUTIONS - DSKTPEDU ALNG LICSAPK MVL PRE2017EES ECAL ALL LANGUAGES E-CERTIFICATE MS EES P2 CFC	1297	$48.80	$63,293.60
RB5527	7JQ-00341 ES-ANY	MS ENROLLMENT FOR EDUCATION SOLUTIONS - SQL SVR ENTERPRISE CORE L/SA PACK ALL LANGUAGES E-CERTIFICATE MS EES P2 CAN	2	$1,139.72	$2,279.44
MP6299	M6K-00001 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - OFFICE 365 PLAN A2 PER USER ALL LANGUAGES SAAS MS EES P2 CAM (PROMOTIONAL)	2500	$0.00	$0.00
RE8284	5XS-00002 ES-SNM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - STUDENT - OFFICE 365 PRO PLUSA SHRDSVR ALNG SUBSVL MVL PERUSR W/FACULTY SAAS MS EES P2 CSN	16000	$0.00	$0.00
PV7953	D87-01057 ES-ANY	MS ENROLLMENT FOR EDUCATION SOLUTIONS - AP - VISIOPRO ALNG LICSAPK MVL E-CERTIFICATE MS EES P2 CAN	5	$46.74	$233.70
UQ5031	9GS-00495 ES-ANY	CISSTEDCCORE ALNG LICSAPK MVL 2LIC CORELIC ALL LANGUAGES E-CERTIFICATE MS EES P2 CAN	96	$60.02	$5,761.92
WA6639	6QK-00001 ES-ANM	MS ENROLLMENT FOR EDUCATION SOLUTIONS - AZUREMONETARYCOMMIT SHRDSVR ALNG SUBSVL MVL COMMIT IAAS MS EES P2 CAM	14	$1,200.00	$16,800.00
MEMO		14 x $1,200 = $16,800 (closest to $17,000)			
MEMO		BUDGETARY - Active agreement required			
				SUB TOTAL	**$89,701.13**
				DELIVERY:Economy	NO CHARGE
All currency in this quote is in US dollars.				**TOTAL - USD**	**$89,701.13**
				Estimated Monthly Lease Payment $2,762 per month*	

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Softchoice Corporation
314 W Superior Street, Ste 400
Chicago, IL, 60654

Sales/Order desk
Phone: (800) 268-7638 Fax: (800) 268-7639

Quote	8745769
Date	10-Jun-2019
Reference	00986567

QUOTE

*Please note that the estimated monthly payment shown above is an option based on a 36 month term with a USD$1.00 buyout at the end of the term. Fair market value buyout and monthly payments may vary depending on your creditworthiness as determined by Softchoice. 1 and 2 year Service Agreements, Subscriptions, License and Support contracts are not eligible for 36 month payment plans; 12 or 24 month payment options may be available upon request. Shipping and applicable taxes are not included in the above estimate. Payment options in the United States of America are in US Dollars and not billable in other currencies. All monthly lease payment options are subject to credit approval and execution of a lease contract.

Pricing, availability and special offers are subject to change at any time.
Softchoice Corporation is legally obligated to collect fees levied under the Electronic Waste Recycling Fee Program (California State Board of Equalization) associated with the transaction(s) listed on this document

This purchase is subject to Softchoice's online terms of sale, unless you have a separate purchase agreement signed by both your company and Softchoice, in which case, that separate agreement will govern. Softchoice's terms of sale can be found at:
http://m.softchoice.com/files/pdf/terms/TermsAndConditionsForProductPurchases.pdf

If you will be prepaying for this order by check, please ensure to phone or e-mail your order request to Sales. After placing your order, write the order number given to you by Sales on the front of the check and remit payment to:

Attention: Finance
Softchoice Corporation
16609 Collections Center Drive
Chicago, IL
60693-0166

387

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
SUBMITTED BY:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services, Hauffe Company, Inc. (Building Fund/Deferred Maintenance Fund)

Background:

Consultant services are occasionally required on a temporary basis for specific services. Under Education Code 35160 and Government Code 53060 the District may contract for such services where a consultant is specially trained, experienced and/or competent to provide these specific services. The District will pursue professional assistance in the management of the bond program.

District-Wide Goals for 2018-2019:

7.7 – Continue construction/modernization projects according to the Government Obligation Bond Implementation Plan and develop a long-term maintenance plan.

Discussion/Issues:

The District has worked with Mr. Hauffe from Hauffe Company in the past with successful outcomes. With a strong background in construction design, Mr. Hauffe has the ability to manage all program phases including prioritizing/planning, design, construction, and DSA approvals as well as close-outs. He is highly qualified with years of experience working on K-12 schools and programs utilizing a number of construction delivery methods. He also brings strong experience in value engineering, quality control plan review, and change order cost reviews.

Mr. Hauffe will handle all of the District's bond projects and will work under the direction of the Director of Facilities.

Fiscal Impact:

Cost to Fund 21 - Building Fund $170/hour as needed, not to exceed $65,220.00.

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the agreement between Burbank Unified School District and Hauffe Company, Inc. for bond program management, effective July 1, 2019 through September 30, 2019, not to exceed $65,220 (21-0-00000-0-00000-85000-6243-7500000) Building Fund, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

AGREEMENT FOR PROJECT MANAGEMENT SERVICES

(DISTRICT WIDE BOND MEASURE S)

by and between

BURBANK UNIFIED SCHOOL DISTRICT

and

HAUFFE COMPANY INC.

Dated: June 20, 2019

INDEPENDENT CONSULTANT AGREEMENT

This AGREEMENT is hereby entered into as of July 1, 2019, between the Burbank Unified School District, hereinafter referred to as "DISTRICT," and **Hauffe Company Inc. 2713 Lowell Lane Santa Ana, CA 92706**, hereinafter referred to as "CONSULTANT."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required;

WHEREAS, DISTRICT is in need of such special services and advice.

WHEREAS, CONTSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a month to month contract basis not to exceed 61 working days or 366 work hours, whichever occurs first.

NOW, THEREFORE, the parties agree as follows:

1. Term: CONSULTANT shall commence providing services under this AGREEMENT on **July 1, 2019**, and will diligently perform as required on a month to month contract basis with an expiration date 366 HRS. from the July 1, 2019 start date or by mutual termination by either party. Termination of contract will be by written notice provided 30 calendars prior to end of term.

2. Services: The CONSULTANT shall act in the capacity of a **Project Manager** for the **Burbank USD Measure S Bond program** as performed, per the attached proposal and Additional staff only as required by the "District"

3. Exhibit: This AGREEMENT incorporates by this reference, any exhibits, which are attached hereto and incorporated herein.

Exhibit A: Hauffe Company Inc. Proposal and Fee schedule

4. Compensation: DISTRICT agrees to pay the CONSULTANT for services satisfactorily rendered pursuant to this AGREEMENT an estimated Extension cost of **$65,220.00** (see Matrix) billed Monthly according to a level of effort. During the term of this Agreement Hauffe Company Inc. shall be compensated on a "Time and Materials" Basis, DISTRICT shall pay CONSULTANT according to the following terms of the Basic Services outlined in Section 5.

5. Basic Services: Hauffe Company Inc. Shall perform certain services, as directed by the Director of Facilities, known as ("Basic Services"). The Basic Services to be provided by Hauffe Company Inc. are set forth below. During the term of this agreement, Hauffe Company shall do some or all of the following

5.1 COORDINATE Close Out Services for completed Measure S Bond Projects

5.2 Provide Project Management Services for 2019 Summer Projects as required

5.3 Attend and participate the SFOC and Sub Committee meetings

5.4 Participate in the planning and implementation of the Disney Modular project

5.5 Coordinate with Districts Program Manager to develop and update a Master Program Schedule.

5.6 Procure and negotiate, and administer professional services agreements for the services needed for the program such as architectural, environmental, inspection, materials testing and construction.

6. Additional Services: To the extent Hauffe Company performs any services beyond the scope of Basic Services ("Additional Services"), the District shall be obligated to pay for those additional services only if the nature and extent of those additional services have been approved in writing prior to the performance of the additional services. Approved additional services performed by Hauffe Company Inc. Personal shall be billed at the hourly rates specified on the rate schedule attached hereto as Exhibit "A"

7. Expenses: DISTRICT shall reimburse Hauffe Company Inc. for its out-of pocket expenses incurred and paid for by Hauffe Company Inc. in furtherance of the performance of its obligations under this Agreement, but only if all of the following conditions are met: (a) the expenses are directly related to the Program or a Project; (b) the expenses are incurred for one or more of the categories of goods and services listed on Exhibit "B" attached hereto;
(c) the amount of any such expense is reasonable and does not exceed the fair market value of the corresponding goods or services; and (d) any such expenditure in excess of $1,000.00 for the purchase or rental of materials and or equipment is approved in writing by the District prior to the purchase or rental. Hauffe Company Inc. shall be entitled to an administrative fee multitier of 10% of the submitted expense reimbursed by the District pursuant to the section.

8. Independent CONSULTANT: CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled including, but not limited to, State Unemployment Compensation or Workers' Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his/her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Consultant's employees.

9. Materials: CONSULTANT shall furnish, at its own expense, all labor necessary to complete the services to be provided pursuant to this AGREEMENT, except as follows: N/A.

Consultant's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession.

10. Originality of Services: CONSULTANT agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays, and/or

video productions prepared for, written for, submitted to the DISTRICT and/or used in connection with this AGREEMENT, shall be wholly original to CONSULTANT and shall not be copied in whole or in part from any other source, except that submitted to CONSULTANT by DISTRICT as a basis for such services.

11. Copyright/Trademark/Patent: CONSULTANT understands and agrees that all matters produced under this AGREEMENT shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said mater in the name of the DISTRICT. CONSULTANT consents to use of Consultant's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

12. Termination: DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate CONSULTANT only for services satisfactorily rendered to the date of termination WITH 30 DAYS PAID NOTICE. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONSULTANT. Notice shall be deemed given when received by the CONSULTANT or no later than 30 days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) CONSULTANT is adjudged a bankrupt, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed on account of Consultant's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within thirty (30) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the thirty (30) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONSULTANT. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

13. Hold Harmless: CONSULTANT agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever which may be incurred by reason of:

(a) Liability for damages for: (1) death or bodily injury to person; (2) injury to, loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONSULTANT or any person, firm or corporation employed by the CONSULTANT, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability for damages referred to above which result from the negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(b) Any injury to or death of any person(s), including the DISTRICT's officers, employees and agents, or damage to or loss of any property caused by any act, neglect, default, or omission of

the CONSULTANT, or any person, firm or corporation employed by the CONSULTANT, either directly or by independent contract, arising out of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

(c) Any liability for damages which may arise from the furnishing or use of any copyrighted or copyrighted matter or patented or unpatented invention under this agreement.

14. Insurance: Pursuant to Section 10, CONSULTANT agrees to carry a comprehensive general and automobile liability insurance with limits of one million Dollars ($1,000,000) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect CONSULTANT and DISTRICT against liability or claims of liability, which may arise out of this AGREEMENT. In addition, CONSULTANT agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by DISTRICT shall be excess and noncontributory." No later than thirty (30) days from execution of this AGREEMENT by the DISTRICT and CONSULTANT, CONSULTANT shall provide DISTRICT with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty
(30) day written notice of cancellation or reduction in coverage. CONSULTANT agrees to name DISTRICT and its governing board, officers, agents and employees as additional insured's under said policy.

15. Assignment: The obligations of the CONSULTANT pursuant to this AGREEMENT shall not be assigned by the CONSULTANT.

16. Compliance with Applicable Laws: The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT's general right of inspection to secure the satisfactory completion thereof. CONSULTANT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONSULTANT, Consultant's business, equipment and personnel engaged in services covered by this AGREEMENT or accruing out of the performance of such services.

17. Permits/Licenses: CONSULTANT and all Consultant's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this AGREEMENT.

18. Employment with Public Agency: CONSULTANT, if an employee of another public agency agrees that CONSULTANT will not receive salary or remuneration. as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT.

19. Entire Agreement/Amendment: This AGREEMENT and any exhibits attached hereto constitute the entire agreement among the parties to it and supersedes any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties to the AGREEMENT.

20. Nondiscrimination: CONSULTANT agrees that it will not engage in unlawful discrimination in employment of persons on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex,

gender, gender identity, gender expression, age, or sexual orientation of any person.

21. Non-Waiver: The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

22. Notice: All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this AGREEMENT, the addresses of the parties are as follows:

DISTRICT:	CONTRACTOR:
Burbank Unified School District	Hauffe Company Inc.
1900 w. Olive Ave	2713 Lowell Lane
Burbank, California 91506	Santa Ana, California 92706

23. Severability: If any term, condition or provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

24. Attorney Fees/Costs: Should litigation be necessary to enforce any terms or provisions of this AGREEMENT, then each party shall bear its own litigation and collection expenses, witness fees, court costs, and attorneys' fees.

25. Governing Law: The terms and conditions of this AGREEMENT shall be governed by the laws of the State of California with venue in Los Angeles County, California. This AGREEMENT is made in and shall be performed in Los Angeles County, California.

THIS AGREEMENT IS ENTERED INTO AS OF THE DATE FIRST LISTED ABOVE.

Burbank Unified School District Hauffe Company Inc.
District Consultant

By:_____ By: _____
David Jaynes Kurt Hauffe
Assistant Superintendent Administrative Services President

45-5495265
Taxpayer Identification Number

Exhibit A

Hauffe Company Proposal and Fee Schedule

Staff Position	2019-2020 Billing Rate
Project Manager	$170.00
~~Senior Construction Manager~~	~~$152.00~~
~~Project Manager~~	~~$125.00~~
~~Scheduler~~	~~$145.00~~
~~Sr. Administrative/Controls~~	~~$ 79.00~~
~~Project Coordinator~~	~~$ 32.00~~

FEE CALCULATIONS

July 2019 –126 HRS. @ $170.00/hr =$21,420
August 2019 –126 HRS@ $170.00/hr = $21,420
September 2019 114 HRS @ $170.00/hr = $19,380
July- September 2019 – Expense Allowance = $3,000.00
Total Contract value - $65,220.00

Exhibit B

CATIGORIES OF REIMBURSABLE EXPENSES

1. Outside Printing
2. Reproduction or reprographics costs;
3. Shipping, overnight mail, postage, messenger, courier and /or delivery services (but not including Hauffe Company Inc.' internal company or corporate required communications or reports, such as but not limited to timesheets, expenses reports, inter-office memoranda, newsletters, etc.
4. Long distance telephone calls and cellular phones used for the project;
5. Mileage for business travel (excluding travel from residence to the Project site, Program site, or Hauffe Company Inc's home or branch offices) at the rate established by Internal Revenue Services, and related parking and or tolls;
6. Field office trailer installation, furnishings, office equipment, custodial services, utilities, set up lease, tear down and demobilization expenses;
7. Computer equipment, software and software upgrades, diskettes and peripherals;
8. Web internet access charges;
9. Printer and plotter supplies (toner, ink cartridges);
10. Safety supplies (hard hats, glasses, ear plugs, first aid, caution tape);
11. Drinking water;
12. Calculators, digital camera and supplies;
13. Office supplies;
14. Other items necessary for performance of the Agreement, to the extent approved in advance in writing by the District.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement with Dimension Data for Renewal of Wireless Controller Maintenance Contract (General Fund)

Background:
In May of 2014, the Board of Education approved an award of contract with Nexus (Dimension Data) for network electronics at various school sites. This included the purchase of a Cisco wireless controller system to manage the District's wireless networking systems.

District Wide Goals for 2018-2019:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan.

Discussion/Issues:
The maintenance and support agreement included with the purchase of our Cisco wireless controllers was a 5-year term and is now due for renewal.

Fiscal Impact:
Please see attached quote for the renewal of the wireless maintenance contract in the amount of $24,120.86.

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and Dimension Data for the renewal of the Cisco wireless maintenance contract, not to exceed $24,120.86 (01.0-00000.0-00000-77000-5840-7732000) (General Fund), effective September 2, 2019 through August 3, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Price Quotation

Dimension Data
4101 Lake Boone Trail
Suite 200
Raleigh, NC 27607
Phone: 661-200-6986

Customer: BURBANK USD
510 S SHELTON ST
BURBANK CA 91506

Quote Number: 251412326
Quote Date: 4/16/2019
Description: Renewal Quote
Manufacturer: CISCO
Service: Smartnet

	Client Support	Renewals Specialist
Name:	Sabrina Simons	Emma Haynes
Email:	sabrina.simons@dimensiondata.com	emma.haynes@dimensiondata.com

This quotation is valid for 30 days from the date of issuance and is subject to Dimension Data's Standard Terms and Conditions of Sale

INSTALL SITE NAME	SITE ADDRESS	CITY	STATE/ PROVINCE	POSTAL CODE	COUNTRY	Product Number	Product Description	Qty	Target Contract	Major/ Minor	Service Level	Entitlement	Instance ID	Serial Number	Begin Date	End Date	Customer Price
																	$24,120.86
Quote Details																	
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	WS-C4500X-32SFP+	Catalyst 4500-X 32 Port 10G IP Base, Front-to-Back, No P/S	1	New	Major	CON-SNT-C45X32SF	SNTC 8X5XNBD	1542544051	JAE1818070L	9/2/2019	8/3/2020	$1,262.53
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	AIR-CT8510-500-K9	Cisco 8500 Series Wireless Controller Supporting 500 Aps	1	New	Major	CON-SNT-AIRCT855	SNTC 8X5XNBD	1563162433		9/2/2019	8/3/2020	$10,371.51
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	R-PI20-SW-K9=	Prime Infrastructure 2.0 Software	1	New	Major	CON-ECMU-RPI20SWK	SWSS	1577375529		9/2/2019	8/3/2020	$3.32
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	L-PI2X-LF-1K	Prime Infrastructure 2.x - Lifecycle - 1K Device Lic	1	New	Major	CON-ECMU-P2XLF1K	SWSS	1577375530		9/2/2019	8/3/2020	$9,174.79
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	L-PI2X-BASE=	Prime Infrastructure 2.x Base License	1	New	Major	CON-ECMU-LPI2XBAS	SWSS	1577375531		9/2/2019	8/3/2020	$12.63
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	L-PI2X-AS-100-P	Prime Infrastructure 2.x - Assurance - 100 Device Lic (Prom)	5	New	Major	CON-ECMU-PI2XPA1H	SWSS	1577375532		9/2/2019	8/3/2020	$2,991.78
BURBANK USD	510 S SHELTON ST	BURBANK	CA	91506	US	WS-C2960X-48LPD-L	Catalyst 2960-X 48 GigE PoE 370W, 2 x 10G SFP+ LAN Base	1	New	Major	CON-SNT-WSC48LPD	SNTC 8X5XNBD	1666113387	FCW1917A356	9/2/2019	8/3/2020	$304.30

End of Quote

This quote is Proprietary to Dimension Data and shall not be shared outside the party for which the quote was prepared without prior permission from Dimension Data

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Gabriella Platten, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of the 2019-2020 Consolidated Application for Categorical Aid Programs

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Background:

For over two decades, the California Department of Education (CDE) has required that school districts submit a Consolidated Application in order to receive funds for federal and State categorical programs. The application for these funds has been changed in several ways. First, the application is submitted online through the web-based Consolidated Application Reporting System (CARS). Second, the CARS system has two data collection reporting periods: Winter and Spring which replace the previous Part I and Part II. Third, because of annual CDE changes to the application format, submission periods for the application are often delayed. For example, the Winter Data Collection was released in January and was due for submission in February, 2019. That Winter application, which represented a collection of data about pupil participation, student demographics and details regarding expenditures of prior year allocations, was submitted by the deadline.

In the month of June 2019, the spring data collection for the 2019-20 Application will be submitted after Board approval. The District qualifies for (and with Board approval) is requesting participation, as part of the Spring Application, participation in the follow federal programs: Title I, Part A, Basic Grant (Helping Disadvantaged Children), Title II, Part A (Teacher Quality and Professional Development), Title III, Part A (Program for English Learner (EL) Students) and Title III Immigrant Education Program.

Federal guidelines also allow local non-profit private schools to receive federal funding, along with Burbank Unified programs.

The next application, the winter data collection, includes budget information, scheduled to be submitted to the CDE in February 2020 after district funding entitlements are received from the CDE. The winter data reporting will indicate the number of pupil participants in each of these programs and delineate planned District and school site funding allocations for each of the federal and State programs contained in the Consolidated Application.

Discussion and Issues:
At this time, the District has little information about the total amount of funding that will be available for these programs for 2019-2020. However, during the 2018-2019 school year, the District received $1,947,837 in federal Categorical funds. This breaks down to $1,331,588 for Title 1, Part A: Helping Disadvantaged Children K-8; $297,914 for Title II, Part A: Teacher Quality K-12; $162,145 for Title III, Limited English Proficient K-12; $45,159 for Title III; and $111,031 for Title IV, Student Support.

Burbank Unified School District qualifies for and will request funding in the following areas. (See Attachment):
For Qualifying Students:

- Title I, Part A, Helping Disadvantaged Children
- Title III, Part A, Program for EL Students
- Title III, Immigrant Education Program

School Improvement and Professional Development:

- Title II, Part A, Teacher Quality and Professional Development
- Title IV, Student Support

The Superintendent's signature on this document serves as certification that the District will observe all the applicable rules and regulations and that all the assurances are accepted as the basic legal conditions for the operation of these programs.

Fiscal Impact:
Approval of this application by the California Department of Education will provide funding for the listed programs for the 2019-2020 school year.

Recommendation:
Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2019-2020 Consolidated Application for Funding Categorical Aid Programs, June Submission, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Attachment A

2019-2020 Consolidated Application Program Descriptions

Program	Program Description
Title I, Part A, Helping Disadvantaged Children	Title I, Part A provides supplemental funds to be used to narrow the educational gap between disadvantaged children and other children in those areas where the highest concentration of children from low-income families attend school.
Title II, Part A- Teacher Quality and Professional Development	Title II focuses on upgrading the expertise of teachers and other school staff to enable them to be "highly qualified" so that they may teach all children in the core academic subjects. Funds support sustained, high quality professional development directed to achieve high performance related to challenging State content standards. Funds under this section may be used to carry out effective approaches to reducing class size with highly qualified teachers to improve educational achievement for both regular and special needs children with particular consideration given to reducing class size in the early elementary grades.
Title III, Part A Program for English Learner (EL) Students	Title III authorizes funding for supplementary programs and services for EL students. Required activities include the provision of instruction and instructional support services related to English language development and academic progress in the core curriculum in a manner that allows EL students to meet grade level and graduation requirements. Programs also must provide staff development opportunities to school staff assigned to EL student populations. Title III funds may also be used for a variety of instructional support, curricular development, parental involvement, and related EL student program activities.
Title III, Immigrant Education Program	Title III Immigrant Education funding supplements instructional opportunities to immigrant students and their families. Allowable activities include family literacy, parent and family outreach, and training activities designed to assist parents and families to become active participants in the education of their children; interventions for immigrant children and youth; acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds; and allowable direct administration expenses for a fiscal year may not exceed two percent of such funds for the cost of administering this subpart.
Title IV, Student Support	Title IV provides funding to improve students' academic achievement by increasing school district capacity to provide all students with access to a well-rounded education; improve school conditions for students learning; and improve the use of technology in order to improve the academic achievement and digital literacy of all students.

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Matt Hill, Superintendent
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of Employee Contracts for the Assistant Superintendent, Human Resources Services and Director of Burbank Adult School and Independent Learning Academy

Background
The current employment agreements for the Assistant Superintendent, Human Resources Services and Director of Burbank Adult School and Independent Learning Academy are scheduled to expire on June 30, 2020. Their contacts do not automatically extend. Their Agreements have been modified to reflect an effective date of July 1, 2019 through June 30, 2022. The District and employees mutually agree to amend the employment period and to further extend all other terms of their current agreement.

Discussion/Issues
Rather than creating an amendment to the contract currently in force, a new contract is being presented for approval, which captures changes to the Terms provision in the agreements. All other provisions in the agreements for the Assistant Superintendent, Human Resources Services and Director of Burbank Adult School and Independent Learning Academy remain without any changes or modifications.

Fiscal Impact
None

Recommendation
Matt Hill, Superintendent, recommends that the Board of Education approve the employee contracts for the Assistant Superintendent of Human Resources Services and Director of Burbank Adult School and Independent Learning Academy, effective July 1, 2019 through June 30, 2022, as presented.

CONTRACT OF EMPLOYMENT

July 1, 2019 – June 30, 2022

BURBANK UNIFIED SCHOOL DISTRICT

AND

DR. SARAH NIEMANN

This Contract of Employment is entered into by and between the BURBANK UNIFIED SCHOOL DISTRICT (hereinafter referred to as "District") by and through its Board of Education (hereinafter referred to as "Board") and DR. SARAH NIEMANN (hereinafter referred to as "Assistant Superintendent of Human Resources"), and dated, for reference purposes only, June 6, 2019 and supersedes the November 2, 2017 contract currently in force.

This Contract of Employment is entered into pursuant to Education Code Section 35031 and such other applicable and relevant law.

The Board and the Assistant Superintendent of Human Resources hereby agree and promise as follows:

I. TERM

The Assistant Superintendent of Human Resources is employed by the Board as a certificated management employee for a term commencing July 1, 2019 and ending June 30, 2022. The parties agree that the position of Assistant Superintendent of Human Resources is a senior management position in the certificated service as defined by Education Code sections 45100.5 and 45108.5, and that the Assistant Superintendent of Human Resources does not acquire permanent status in the position. The term of this employment agreement is for three (3) years, but is subject to review and renewal by Board action annually. There is no "evergreen" or "roll-over" clause and it is intended that through appropriate evaluation and due process, the termination of this contract can be exercised without obligating the district to any financial obligation beyond the natural conclusion of an employment contract year.

II. SALARY

The annual salary of the Assistant Superintendent of Human Resources shall be ONE HUNDRED SIXTY SIX THOUSAND, SEVEN HUNDRED NINETY TWO DOLLARS AND 00/100 ($166,792.00). The annual base salary is for twelve (12) months of service and shall be prorated for service of less than a full year. Notwithstanding the foregoing, the Board retains the right to adjust the salary of the Assistant Superintendent of Human Resources from time to time during the term of this Contract in order to provide a competitive and attractive salary. Furthermore, the Board retains the right to consider the awarding of an annual stipend with consideration to performance and depending on the fiscal condition of the District.

III. DUTIES AND RESPONSIBILITIES

The Assistant Superintendent of Human Resources is a certificated management employee of the District and is in charge of the Human Resources department subject to the authority of the Board and/or the authority of the Superintendent of Schools. The Assistant Superintendent of

Human Resources shall report directly to the Superintendent who shall be the immediate supervisor. The Assistant Superintendent of Human Resources shall faithfully and competently perform all duties and responsibilities required by the Board and/or Superintendent of Schools. The Assistant Superintendent of Human Resources also shall faithfully and competently abide by all policies and directions from the Board, all directions from the Superintendent of Schools, and applicable and relevant law.

IV. MORAL CONDUCT

The Assistant Superintendent of Human Resources shall conduct herself with due regard to the public conventions and morals. The Assistant Superintendent of Human Resources shall not, either while rendering such services to the District, or in her private life, commit an offense involving moral turpitude under federal, state or local laws or ordinances. The Assistant Superintendent of Human Resources shall not do or commit any act or thing that will tend to degrade her in society or bring her into public hatred, public disrepute, contempt, scorn, or ridicule, or that will tend to shock, insult, or offend the community or public morals or decency or prejudice the reputation of the District in the community.

V. WORK YEAR, HOLIDAYS AND SICK LEAVE

The Assistant Superintendent of Human Resources agrees to devote her full time and efforts to the position of Assistant Superintendent of Human Resources for the District. The Assistant Superintendent of Human Resources is a certificated management employee who is exempt from all overtime and all compensatory time off in lieu of overtime. The Assistant Superintendent of Human Resources shall be required to work a positive work year of a minimum of 220 work days excluding holidays required by applicable law and such other holidays designated by the Board. She shall not accrue vacation. The Assistant Superintendent of Human Resources shall be entitled to twelve (12) days of sick leave per year.

VI. HEALTH AND WELFARE BENEFITS

The Assistant Superintendent of Human Resources shall be entitled to medical, dental, vision, and life insurance in the same amounts as granted by the Board generally to other certificated management employees of the District.

VII. LONGEVITY INCREASE

The Assistant Superintendent of Human Resources will receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

VIII. MASTERS DEGREE AND DOCTORATE DEGREE

The Assistant Superintendent of Human Resources will receive an increase in base salary equal to the same amount of masters or doctorate stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

IX. RETIREMENT BENEFITS

If the Assistant Superintendent of Human Resources remains employed as an assistant superintendent with the District for a consecutive total of five (5) years of satisfactory service, then upon retirement from active service from the District under the California State Teachers' Retirement System (CalSTRS), she may elect at her option, that the Board pay the premiums for medical, dental, vision and such other fringe benefits as are provided by the Board to other management employees. If the Assistant Superintendent makes this election, the benefits shall be available until the Assistant Superintendent reaches the age of 65.

X. EVALUATION

The Superintendent of Schools shall evaluate the Assistant Superintendent of Human Resources at least annually and may do so at any time. A copy of any written evaluation shall be delivered to the Assistant Superintendent of Human Resources who shall have the right to make a written reaction or response to the evaluation before it is placed in the Assistant Superintendent of Human Resources' personnel file.

XI. PROFESSIONAL GROWTH

The District encourages the professional growth of the Assistant Superintendent of Human Resources through participation, as mutually agreed to by the Superintendent of Schools, in:

1. Programs and other activities conducted or sponsored by local, state, and national school administrator associations;

2. Seminars and courses offered by public or private educational institutions;

3. Informational meetings with other persons whose skill or background would serve to improve the capacity of the Assistant Superintendent of Human Resources to perform professional responsibilities.

The Superintendent of Schools may permit release time for the Assistant Superintendent of Human Resources to attend such activities and pay the necessary, reasonable fees and expenses pursuant to established procedures of the District.

XII. DUES AND MEMBERSHIPS IN ASSOCIATIONS AND ORGANIZATIONS

The District shall make direct payment of dues for the Assistant Superintendent of Human Resources' membership in up to three (3) professional or service associations or organizations.

XIII. TERMINATION OF CONTRACT

This Contract may be terminated under the following conditions.

A. Termination by Mutual Consent: The District and Assistant Superintendent of Human

Resources may by mutual agreement in writing terminate this Contract at any time.

B. Termination by District without Cause: The District may unilaterally and without cause terminate this contract and the Assistant Superintendent of Human Resources' employment. In consideration of the District's right to terminate this Contract without cause, the District shall continue to pay the Assistant Superintendent of Human Resources each month his/her then current salary for the remainder of this Contract, but not to exceed twelve (12) months. Upon termination of this Contract pursuant to this subparagraph, the Assistant Superintendent of Human Resources shall continue to receive the fringe benefits to which she was previously entitled for the remainder of this Contract, but not to exceed twelve (12) months, or until the Assistant Superintendent of Human Resources finds other employment, whichever occurs first. The intent of these provisions is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with these statutes.

C. Termination by District for Cause: This Contract and the services of the Assistant Superintendent of Human Resources may be terminated by the District at any time for breach of this Contract, for the failure of the Assistant Superintendent of Human Resources to satisfactorily perform the duties of her position as determined in the evaluation process conducted by the Superintendent, for any ground enumerated in Education Code section 44932, or for the commission of any act of fraud, misrepresentation or moral turpitude. The District shall not terminate this Contract under this subparagraph until a written statement of unsatisfactory performance or grounds for termination has first been served upon the Assistant Superintendent of Human Resources. The Assistant Superintendent of Human Resources may then request (in writing) a conference with the Board. If a conference is granted by the Board the Assistant Superintendent of Human Resources shall be given a reasonable opportunity to address the Board.

D. Termination by District Based upon Continuing Disability: This Contract and the services of the Assistant Superintendent of Human Resources may be terminated because of the continuing disability of the Assistant Superintendent of Human Resources. In such event, the District shall give at least thirty (30) days prior written notice to the Assistant Superintendent of Human Resources. No such notice shall be sent until there are no remaining days of paid leave available to the Assistant Superintendent of Human Resources, and the Assistant Superintendent of Human Resources is not able to perform the essential duties of her position with or without reasonable accommodation.

E. Termination by Assistant Superintendent of Human Resources: Any termination by the Assistant Superintendent of Human Resources shall be preceded by at least forty-five (45) days written notice to the Board.

XIV. MISCELLANEOUS PROVISIONS

1. This Contract is subject to all applicable laws of the State of California, titles and regulations of the State Board of Education, and Board Policies.

2. All promises and covenants contained herein are severable, and in the event any of them shall be held invalid by any court of competent jurisdiction, this Contract shall be interpreted as if such invalid promises or covenants were not contained herein.

3. This Contract is the full and complete agreement of the parties hereto. Any amendment,

modifications, or variations from the terms of this Contract shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

BURBANK UNIFIED SCHOOL DISTRICT

By: _____

Sarah Niemann, Ed.D., Assistant Superintendent, Human Resources Date

By:_____

Matt Hill, Ed.D., Superintendent of Schools Date

By: _____

Dr. Roberta Reynolds, President of the Board of Education Date

June 20, 2019

_____

DATE APPROVED BY THE
BOARD OF EDUCATION

CONTRACT OF EMPLOYMENT

July 1, 2019 – June 30, 2022

BURBANK UNIFIED SCHOOL DISTRICT

AND

EMILIO URIOSTE

This Contract of Employment is entered into by and between the BURBANK UNIFIED SCHOOL DISTRICT (hereinafter referred to as "District") by and through its Board of Education (hereinafter referred to as "Board") and EMILIO URIOSTE (hereinafter referred to as "Director of Burbank Adult School and Independent Learning Academy"), and dated, for reference purposes only, June 6, 2019 and supersedes the contract currently in force.

This Contract of Employment is entered into pursuant to Education Code Section 35031 and such other applicable and relevant law.

The Board and the Director of Burbank Adult School and Independent Learning Academy hereby agree and promise as follows:

I. TERM

The Director of Burbank Adult School and Independent Learning Academy is employed by the Board as a certificated management employee for a term commencing July 1, 2019 and ending June 30, 2022. The parties agree that the position of Director of Burbank Adult School and Independent Learning Academy is a senior management position in the certificated service as defined by Education Code sections 45100.5 and 45108.5, and that the Director of Burbank Adult School and Independent Learning Academy does not acquire permanent status in the position. The term of this employment agreement is for three (3) years, but is subject to review and renewal by Board action annually. There is no "evergreen" or "roll-over" clause and it is intended that through appropriate evaluation and due process, the termination of this contract can be exercised without obligating the district to any financial obligation beyond the natural conclusion of an employment contract year.

II. SALARY

The annual base salary of the Director of Burbank Adult School and Independent Learning Academy shall be ONE HUNDRED AND SIXTY FOURTHOUSAND, EIGHT HUNDRED AND TWENTY FIVE DOLLARS ($164,825.00). The annual base salary is for twelve (12) months of service and shall be prorated for service of less than a full year. Notwithstanding the foregoing, the Board retains the right to adjust the salary of the Director of Burbank Adult School and Independent Learning Academy from time to time during the term of this Contract in order to provide a competitive and attractive salary. Furthermore, the Board retains the right to consider the awarding of an annual stipend with consideration to performance and depending on the fiscal condition of the District.

III. DUTIES AND RESPONSIBILITIES

The Director of Burbank Adult School and Independent Learning Academy is a certificated management employee of the District and is in charge of the Burbank Adult School and Independent Learning Academy subject to the authority of the Board and/or the authority of the Superintendent of Schools. The Director of Burbank Adult School and Independent Learning Academy shall report directly to the Superintendent, or his or designee, who shall be the immediate supervisor. The Director of Burbank Adult School and Independent Learning Academy shall faithfully and competently perform all duties and responsibilities required by the Board and/or Superintendent of Schools. The Director of Burbank Adult School and Independent Learning Academy also shall faithfully and competently abide by all policies and directions from the Board, all directions from the Superintendent of Schools, and applicable and relevant law.

IV. MORAL CONDUCT

The Director of Burbank Adult School and Independent Learning Academy shall conduct himself with due regard to the public conventions and morals. The Director of Burbank Adult School and Independent Learning Academy shall not, either while rendering such services to the District, or in his private life, commit an offense involving moral turpitude under federal, state or local laws or ordinances. The Director of Burbank Adult School and Independent Learning Academy shall not do or commit any act or thing that will tend to degrade him in society or bring him into public hatred, public disrepute, contempt, scorn, or ridicule, or that will tend to shock, insult, or offend the community or public morals or decency or prejudice the reputation of the District in the community.

V. WORK YEAR, HOLIDAYS AND SICK LEAVE

The Director of Burbank Adult School and Independent Learning Academy agrees to devote his full time and efforts to the position of Director of Burbank Adult School and Independent Learning Academy for the District. The Director of Burbank Adult School and Independent Learning Academy is a certificated management employee who is exempt from all overtime and all compensatory time off in lieu of overtime. The Director of Burbank Adult School and Independent Learning Academy shall be required to work a positive work year of a minimum of 220 week days excluding holidays required by applicable law and such other holidays designated by the Board. He shall not accrue vacation. The Director of Burbank Adult School and Independent Learning Academy shall be entitled to twelve (12) days of sick leave per year.

VI. HEALTH AND WELFARE BENEFITS

The Director of Burbank Adult School and Independent Learning Academy shall be entitled to medical, dental, vision, and life insurance in the same amounts as granted by the Board generally to other certificated management employees of the District.

VII. LONGEVITY INCREASE

The Director of Burbank Adult School and Independent Learning Academy will receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

VIII. MASTERS DEGREE AND DOCTORATE DEGREE

The Director of Burbank Adult School and Independent Learning Academy will receive an increase in base salary equal to the same amount of masters or doctorate stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

IX. RETIREMENT BENEFITS

If the Director of Burbank Adult School and Independent Learning Academy remains employed as the Director of Burbank Adult School and Independent Learning Academy with the District for a consecutive total of five (5) years of satisfactory service, then upon retirement from active service from the District under the California State Teachers' Retirement System (CalSTRS), he may elect at his option, that the Board pay the premiums for medical, dental, vision and such other fringe benefits as are provided by the Board to other management employees. If the Director of Burbank Adult School and Independent Learning Academy makes this election, the benefits shall be available until the Director of Burbank Adult School and Independent Learning Academy reaches the age of 65.

The Director of Burbank Adult School and Independent Learning Academy will automatically receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and brought forward for Board approval.

X. EVALUATION

The Superintendent of Schools, or his or her designee, shall evaluate the Director of Burbank Adult School and Independent Learning Academy at least annually and may do so at any time. A copy of any written evaluation shall be delivered to the Director of Burbank Adult School and Independent Learning Academy who shall have the right to make a written reaction or response to the evaluation before it is placed in the Director of Burbank Adult School and Independent Learning Academy's personnel file.

XI. PROFESSIONAL GROWTH

The District encourages the professional growth of the Director of Burbank Adult School and Independent Learning Academy through participation, as mutually agreed to by the Superintendent of Schools, in:

1. Programs and other activities conducted or sponsored by local, state, and national school administrator associations;

2. Seminars and courses offered by public or private educational institutions;

3. Informational meetings with other persons whose skill or background would serve to improve the capacity of the Director of Burbank Adult School and Independent Learning Academy

to perform professional responsibilities.

The Superintendent of Schools may permit release time for the Director of Burbank Adult School and Independent Learning Academy to attend such activities and pay the necessary, reasonable fees and expenses pursuant to established procedures of the District.

XII. TERMINATION OF CONTRACT

This Contract may be terminated under the following conditions.

A. Termination by Mutual Consent: The District and Director of Burbank Adult School and Independent Learning Academy may by mutual agreement in writing terminate this Contract at any time.

B. Termination by District without Cause: The District may unilaterally and without cause terminate this contract and the Director of Burbank Adult School and Independent Learning Academy's employment. In consideration of the District's right to terminate this Contract without cause, the District shall continue to pay the Director of Burbank Adult School and Independent Learning Academy each month his/her then current salary for the remainder of this Contract, but not to exceed twelve (12) months. Upon termination of this Contract pursuant to this subparagraph, the Director of Burbank Adult School and Independent Learning Academy shall continue to receive the fringe benefits to which he was previously entitled for the remainder of this Contract, but not to exceed twelve (12) months, or until the Director of Burbank Adult School and Independent Learning Academy finds other employment, whichever occurs first. The intent of these provisions is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with these statutes.

C. Termination by District for Cause: This Contract and the services of the Director of Burbank Adult School and Independent Learning Academy may be terminated by the District at any time for breach of this Contract, for the failure of the Director of Burbank Adult School and Independent Learning Academy to satisfactorily perform the duties of his position as determined in the evaluation process conducted by the Superintendent, for any ground enumerated in Education Code section 44932, or for the commission of any act of fraud, misrepresentation or moral turpitude. The District shall not terminate this Contract under this subparagraph until a written statement of unsatisfactory performance or grounds for termination has first been served upon the Director of Burbank Adult School and Independent Learning Academy. The Director of Burbank Adult School and Independent Learning Academy may then request (in writing) a conference with the Board. If a conference is granted by the Board, the Director of Burbank Adult School and Independent Learning Academy shall be given a reasonable opportunity to address the Board.

D. Termination by District Based upon Continuing Disability: This Contract and the services of the Director of Burbank Adult School and Independent Learning Academy may be terminated because of the continuing disability of the Director of Burbank Adult School and Independent Learning Academy. In such event, the District shall give at least thirty (30) days prior written notice to the Director of Burbank Adult School and Independent Learning Academy. No such notice shall be sent until there are no remaining days of paid leave available to the Director of Burbank Adult School and Independent Learning Academy, and the Director of Burbank Adult School and Independent Learning Academy is not able to perform the essential duties of his

position with or without reasonable accommodation.

E. Termination by Director of Burbank Adult School and Independent Learning Academy: Any termination by the Director of Burbank Adult School and Independent Learning Academy shall be preceded by at least forty-five (45) days written notice to the Board.

XIII. MISCELLANEOUS PROVISIONS

1. This Contract is subject to all applicable laws of the State of California, titles and regulations of the State Board of Education, and Board Policies.

2. All promises and covenants contained herein are severable, and in the event any of them shall be held invalid by any court of competent jurisdiction, this Contract shall be interpreted as if such invalid promises or covenants were not contained herein.

3. This Contract is the full and complete agreement of the parties hereto. Any amendment, modifications, or variations from the terms of this Contract shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

BURBANK UNIFIED SCHOOL DISTRICT

By: _____

Emilio Urioste, Director of Burbank Adult School and Independent Learning Academy — Date

By:_____

Matt Hill, Ed.D., Superintendent of Schools — Date

By: _____

Dr. Roberta Reynolds, President of the Board of Education — Date

June 20, 2019

_____

DATE APPROVED BY THE
BOARD OF EDUCATION

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Sarah Niemann, Assistant Superintendent, Human Resources
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of Employee Contract for the Assistant Superintendent of Instructional Services

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Background
The Instructional Services Department currently operates with two assistant superintendents, one of which is the Assistant Superintendent of Educational Services and the other is the Assistant Superintendent of Instructional Services.

Discussion/Issues
Sharon Cuseo currently serves as the Assistant Superintendent of Instructional Services. She will acquire additional duties and will provide executive level oversight for the District's departments and programs, which will support student learning. The Assistant Superintendent of Instructional Services will support and evaluate the evolving educational needs of students in the District and will oversee the Special Education Department.

Fiscal Impact
The base salary for the Assistant Superintendent of Instructional Services will be $175,132 per year. The fiscal impact to the district is approximately $16,608, which includes statutory benefits.

Recommendation
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the employee contract for the Assistant Superintendent of Instructional Services, effective July 1, 2019 through June 30, 2022, as presented.

CONTRACT OF EMPLOYMENT

July 1, 2019 – June 30, 2022

BURBANK UNIFIED SCHOOL DISTRICT

AND

SHARON CUSEO

This Contract of Employment is entered into by and between the BURBANK UNIFIED SCHOOL DISTRICT (hereinafter referred to as "District") by and through its Board of Education (hereinafter referred to as "Board") and SHARON CUSEO (hereinafter referred to as "Assistant Superintendent of Instructional Services").

This Contract of Employment is entered into pursuant to Education Code Section 35031 and such other applicable and relevant law.

The Board and the Assistant Superintendent of Instructional Services hereby agree and promise as follows:

I. TERM

The Assistant Superintendent of Instructional Services is employed by the Board as a certificated management employee for a term commencing July 1, 2019 and ending June 30, 2022. The parties agree that the position of Assistant Superintendent of Instructional Services is a senior management position in the certificated service as defined by Education Code sections 45100.5 and 45108.5, and that the Assistant Superintendent of Instructional Services does not acquire permanent status in the position. The term of this employment agreement is for three (3) years, but is subject to review and renewal by Board action annually. There is no "evergreen" or "roll-over" clause and it is intended that through appropriate evaluation and due process, the termination of this contract can be exercised without obligating the district to any financial obligation beyond the natural conclusion of an employment contract year.

II. SALARY

The annual salary of the Assistant Superintendent of Instructional Services shall be ONE HUNDRED SEVENTY FIVE THOUSAND, ONE HUNDRED THIRTY TWO DOLLARS AND 00/100 ($175,132.00). The annual base salary is for twelve (12) months of service and shall be prorated for service of less than a full year. Notwithstanding the foregoing, the Board retains the right to adjust the salary of the Assistant Superintendent of Instructional Services from time to time during the term of this Contract in order to provide a competitive and attractive salary. Furthermore, the Board retains the right to consider the awarding of an annual stipend with consideration to performance and depending on the fiscal condition of the District.

III. DUTIES AND RESPONSIBILITIES

The Assistant Superintendent of Instructional Services is a certificated management employee of the District and is in charge of the Instructional department subject to the authority of the Board and/or the authority of the Superintendent of Schools. The Assistant Superintendent of Instructional Services shall report directly to the Superintendent who shall be the immediate supervisor. The Assistant Superintendent of Instructional Services shall faithfully and competently perform all duties and responsibilities required by the Board and/or Superintendent of Schools. The Assistant Superintendent of Instructional Services also shall faithfully and competently abide by all policies and directions from the Board, all directions from the Superintendent of Schools, and applicable and relevant law.

IV. MORAL CONDUCT

The Assistant Superintendent of Instructional Services shall conduct herself with due regard to the public conventions and morals. The Assistant Superintendent of Instructional Services shall not, either while rendering such services to the District, or in her private life, commit an offense involving moral turpitude under federal, state or local laws or ordinances. The Assistant Superintendent of Instructional Services shall not do or commit any act or thing that will tend to degrade her in society or bring her into public hatred, public disrepute, contempt, scorn, or ridicule, or that will tend to shock, insult, or offend the community or public morals or decency or prejudice the reputation of the District in the community.

V. WORK YEAR, HOLIDAYS AND SICK LEAVE

The Assistant Superintendent of Instructional Services agrees to devote her full time and efforts to the position of Assistant Superintendent of Instructional Services for the District. The Assistant Superintendent of Instructional Services is a certificated management employee who is exempt from all overtime and all compensatory time off in lieu of overtime. The Assistant Superintendent of Instructional Services shall be required to work a positive work year of a minimum of 220 work days excluding holidays required by applicable law and such other holidays designated by the Board. She shall not accrue vacation. The Assistant Superintendent of Instructional Services shall be entitled to twelve (12) days of sick leave per year.

VI. HEALTH AND WELFARE BENEFITS

The Assistant Superintendent of Instructional Services shall be entitled to medical, dental, vision, and life insurance in the same amounts as granted by the Board generally to other certificated management employees of the District.

VII. LONGEVITY INCREASE

The Assistant Superintendent of Instructional Services will receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

VIII. MASTERS DEGREE AND DOCTORATE DEGREE

The Assistant Superintendent of Instructional Services will receive an increase in base salary equal to the same amount of masters or doctorate stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

IX. RETIREMENT BENEFITS

If the Assistant Superintendent of Instructional Services remains employed as a senior manager with the District for a consecutive total of five (5) years of satisfactory service, then upon retirement from active service from the District under the California State Teachers' Retirement System (CalSTRS), she may elect at her option, that the Board pay the premiums for medical, dental, vision and such other fringe benefits as are provided by the Board to other management employees. If the Assistant Superintendent of Instructional Services makes this election, the benefits shall be available until the Assistant Superintendent of Instructional Services reaches the age of 65.

X. EVALUATION

The Superintendent of Schools shall evaluate the Assistant Superintendent of Instructional Services at least annually and may do so at any time. A copy of any written evaluation shall be delivered to the Assistant Superintendent of Instructional Services who shall have the right to make a written reaction or response to the evaluation before it is placed in the Assistant Superintendent of Instructional Services' personnel file.

XI. PROFESSIONAL GROWTH

The District encourages the professional growth of the Assistant Superintendent of Instructional Services through participation, as mutually agreed to by the Superintendent of Schools, in:

1. Programs and other activities conducted or sponsored by local, state, and national school administrator associations;

2. Seminars and courses offered by public or private educational institutions;

3. Informational meetings with other persons whose skill or background would serve to improve the capacity of the Assistant Superintendent of Instructional Services to perform professional responsibilities.

The Superintendent of Schools may permit release time for the Assistant Superintendent of Instructional Services to attend such activities and pay the necessary, reasonable fees and expenses pursuant to established procedures of the District.

XII. DUES AND MEMBERSHIPS IN ASSOCIATIONS AND ORGANIZATIONS

The District shall make direct payment of dues for the Assistant Superintendent of Instructional Services's membership in up to three (3) professional or service associations or organizations.

XIII. TERMINATION OF CONTRACT

This Contract may be terminated under the following conditions.

A. Termination by Mutual Consent: The District and Assistant Superintendent of Instructional Services may by mutual agreement in writing terminate this Contract at any time.

B. Termination by District without Cause: The District may unilaterally and without cause terminate this contract and the Assistant Superintendent of Instructional Services' employment. In consideration of the District's right to terminate this Contract without cause, the District shall continue to pay the Assistant Superintendent of Instructional Services each month his/her then current salary for the remainder of this Contract, but not to exceed twelve (12) months. Upon termination of this Contract pursuant to this subparagraph, the Assistant Superintendent of Instructional Services shall continue to receive the fringe benefits to which she was previously entitled for the remainder of this Contract, but not to exceed twelve (12) months, or until the Assistant Superintendent of Instructional Services finds other employment, whichever occurs first. The intent of these provisions is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with these statutes.

C. Termination by District for Cause: This Contract and the services of the Assistant Superintendent of Instructional Services may be terminated by the District at any time for breach of this Contract, for the failure of the Assistant Superintendent of Instructional Services to satisfactorily perform the duties of her position as determined in the evaluation process conducted by the Superintendent, for any ground enumerated in Education Code section 44932, or for the commission of any act of fraud, misrepresentation or moral turpitude. The District shall not terminate this Contract under this subparagraph until a written statement of unsatisfactory performance or grounds for termination has first been served upon the Assistant Superintendent of Instructional Services. The Assistant Superintendent of Instructional Services may then request (in writing) a conference with the Board. If a conference is granted by the Board the Assistant Superintendent of Instructional Services shall be given a reasonable opportunity to address the Board.

D. Termination by District Based upon Continuing Disability: This Contract and the services of the Assistant Superintendent of Instructional Services may be terminated because of the continuing disability of the Assistant Superintendent of Instructional Services. In such event, the District shall give at least thirty (30) days prior written notice to the Assistant Superintendent of Instructional Services. No such notice shall be sent until there are no remaining days of paid leave available to the Assistant Superintendent of Instructional Services, and the Assistant Superintendent of Instructional Services is not able to perform the essential duties of her position with or without reasonable accommodation.

E. Termination by Assistant Superintendent of Instructional Services: Any termination by the Assistant Superintendent of Instructional Services shall be preceded by at least forty-five (45) days written notice to the Board.

XIV. MISCELLANEOUS PROVISIONS

1. This Contract is subject to all applicable laws of the State of California, titles and regulations of the State Board of Education, and Board Policies.

2. All promises and covenants contained herein are severable, and in the event any of them shall be held invalid by any court of competent jurisdiction, this Contract shall be interpreted as if such invalid promises or covenants were not contained herein.

3. This Contract is the full and complete agreement of the parties hereto. Any amendment, modifications, or variations from the terms of this Contract shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

BURBANK UNIFIED SCHOOL DISTRICT

By: _____

Sharon Cuseo, Ed.D., Assistant Superintendent of Instructional Services Date

By:_____

Matt Hill, Ed.D., Superintendent of Schools Date

By: _____

Dr. Roberta Reynolds, President of the Board of Education Date

June 20, 2019

_____

DATE APPROVED BY THE
BOARD OF EDUCATION

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Sarah Niemann, Assistant Superintendent, Human Resources
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of Job Description, Appointment and Employee Contract for Assistant Superintendent of Educational Services

Background
The Instructional Services Department currently operates with two assistant superintendents, one of which is the Assistant Superintendent of Educational Services and the other is the Assistant Superintendent of Instructional Services. The departure of Dr. Tom Kissinger will establish a vacancy for the position of Assistant Superintendent for Educational Services.

The Assistant Superintendent, Educational Services assists principals and administrators in the organization and the daily operation of the schools and instructional programs. The position oversees and is responsible for the completion of special assignments and provides direction and supervision to directors and school principals. The Assistant Superintendent provides leadership for developing, achieving, and maintaining effective educational programs and services.

Discussion/Issues
The District wishes to appoint Dr. John Paramo into the position of Assistant Superintendent for Educational Services. Dr. Paramo currently serves as the Director of Secondary Education. He possesses the knowledge, experience and necessary skills to perform this responsibility in the best interest of the community and of the District. The salary of this position will remain the same as the position of Assistant Superintendent, Educational Services. The position of Director, Secondary Education, which he currently occupies, will be eliminated.

Fiscal Impact
The salary for the Assistant Superintendent of Educational Services will remain the same at $166,792 per year.

Recommendation
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the Job Description, appointment and Employee Contract for the Assistant Superintendent of Educational Services effective July 1, 2019 through June 30, 2022, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
POSITION TITLE: ASSISTANT SUPERINTENDENT EDUCATIONAL SERVICES

PRIMARY FUNCTION:
The Assistant Superintendent, Educational Services, shall be responsible for educational programs as assigned and provide direction and supervision to directors, school principals and other personnel. The Assistant Superintendent, Educational Services shall supervise and coordinate the activities of other departments, as assigned. The Assistant Superintendent provides leadership for developing, achieving, and maintaining highly effective educational programs and services. The Assistant Superintendent promotes a vision that supports a comprehensive educational experience for students that involves staff, parents, students, outside agencies and advisory groups.

The Assistant Superintendent of Educational Services serves as a member of the Superintendent's Cabinet and participates in overall District planning, decision-making and operation. The Assistant Superintendent is responsible for the completion of special assignments or projects, inside or outside the scope of Educational Services, as may be assigned by the Superintendent.

REPRESENTATIVE DUTIES:

- Serves as a member of the Superintendent's Cabinet; assists the superintendent in the general planning, organization and management of the District.

- Enhances public relations by serving as an educational leader responsible for the interpretation and implementation of the District's philosophy, programs, and policies concerning staff, students and the community-at-large.

- Counsels, guides, evaluates and assists principals and administrators in the organization and the daily operation of the schools and instructional programs.

- Supervises and evaluates principals and Educational Services certificated and classified staff.

- Assists the Superintendent of Schools, as directed, in presenting the educational programs and needs of the District to the Board of Education and to the City, County, and State officials.

- Evaluates, on a continuing basis, the evolving educational needs of students in the school system; supervises the development of long- and short-range plans for achieving the educational objectives of the District; and provides the Superintendent of Schools with timely, well-substantiated reports and recommendations for direction of the District's educational programs and services.

- Presides over meetings of principals and/or other administrators.

- Assists schools with school-based planning and management.

- Reviews and makes decisions regarding parent concerns, complaints and inquiries that rise above the principal.

- Prepares drafts of needed Board policies and administrative rules for Superintendent's approval or submission to the Board of Education.

- Directs development of the budget for assigned schools and departments; ensures that budgeted funds are effectively expended.

- Provides in-service training for personnel directed at instructional planning, improvement, and evaluation.

- Serves as the District's Uniform Complaint Officer and the liaison for joint use of secondary facilities.

- Attends Board meetings, prepares and presents reports to the Board of Education.

- Acts as liaison with community organizations.

- Performs other related duties as assigned.

REQUIREMENTS:

• Masters Degree required; Doctorate Degree preferred.
• Valid California teaching credential and Administrative credential required
• Possession of a valid driver license and evidence of insurance

EXPERIENCE:

• Five years of experience in a responsible public education administrative position, including experience as a principal required.
• Central office leadership experience is required.

Approved June 20, 2019

CONTRACT OF EMPLOYMENT

July 1, 2019 – June 30, 2022

BURBANK UNIFIED SCHOOL DISTRICT

AND

DR. JOHN PARAMO

This Contract of Employment is entered into by and between the BURBANK UNIFIED SCHOOL DISTRICT (hereinafter referred to as "District") by and through its Board of Education (hereinafter referred to as "Board") and DR. JOHN PARAMO (hereinafter referred to as "Assistant Superintendent of Educational Services").

This Contract of Employment is entered into pursuant to Education Code Section 35031 and such other applicable and relevant law.

The Board and the Assistant Superintendent of Educational Services hereby agree and promise as follows:

I. TERM

The Assistant Superintendent of Educational Services is employed by the Board as a certificated management employee for a term commencing July 1, 2019 and ending June 30, 2022. The parties agree that the position of Assistant Superintendent of Educational Services is a senior management position in the certificated service as defined by Education Code sections 45100.5 and 45108.5, and that the Assistant Superintendent of Educational Services does not acquire permanent status in the position. The term of this employment agreement is for three (3) years, but is subject to review and renewal by Board action annually. There is no "evergreen" or "roll-over" clause and it is intended that through appropriate evaluation and due process, the termination of this contract can be exercised without obligating the district to any financial obligation beyond the natural conclusion of an employment contract year.

II. SALARY

The annual salary of the Assistant Superintendent of Educational Services shall be ONE HUNDRED SIXTY SIX THOUSAND, SEVEN HUNDRED NINETY TWO DOLLARS AND 00/100 ($166,792.00). The annual base salary is for twelve (12) months of service and shall be prorated for service of less than a full year. Notwithstanding the foregoing, the Board retains the right to adjust the salary of the Assistant Superintendent of Educational Services from time to time during the term of this Contract in order to provide a competitive and attractive salary. Furthermore, the Board retains the right to consider the awarding of an annual stipend with consideration to performance and depending on the fiscal condition of the District.

III. DUTIES AND RESPONSIBILITIES

The Assistant Superintendent of Educational Services is a certificated management employee of the District and is in charge of the Educational department subject to the authority of the Board and/or the authority of the Superintendent of Schools. The Assistant Superintendent of

Educational Services shall report directly to the Superintendent who shall be the immediate supervisor. The Assistant Superintendent of Educational Services shall faithfully and competently perform all duties and responsibilities required by the Board and/or Superintendent of Schools. The Assistant Superintendent of Educational Services also shall faithfully and competently abide by all policies and directions from the Board, all directions from the Superintendent of Schools, and applicable and relevant law.

IV. MORAL CONDUCT

The Assistant Superintendent of Educational Services shall conduct himself with due regard to the public conventions and morals. The Assistant Superintendent of Educational Services shall not, either while rendering such services to the District, or in his private life, commit an offense involving moral turpitude under federal, state or local laws or ordinances. The Assistant Superintendent of Educational Services shall not do or commit any act or thing that will tend to degrade him in society or bring him into public hatred, public disrepute, contempt, scorn, or ridicule, or that will tend to shock, insult, or offend the community or public morals or decency or prejudice the reputation of the District in the community.

V. WORK YEAR, HOLIDAYS AND SICK LEAVE

The Assistant Superintendent of Educational Services agrees to devote his full time and efforts to the position of Assistant Superintendent of Educational Services for the District. The Assistant Superintendent of Educational Services is a certificated management employee who is exempt from all overtime and all compensatory time off in lieu of overtime. The Assistant Superintendent of Educational Services shall be required to work a positive work year of a minimum of 220 week days excluding holidays required by applicable law and such other holidays designated by the Board. He shall not accrue vacation. The Assistant Superintendent of Educational Services shall be entitled to twelve (12) days of sick leave per year.

VI. HEALTH AND WELFARE BENEFITS

The Assistant Superintendent of Educational Services shall be entitled to medical, dental, vision, and life insurance in the same amounts as granted by the Board generally to other certificated management employees of the District.

VII. LONGEVITY INCREASE

The Assistant Superintendent of Educational Services will receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

VIII. MASTERS DEGREE AND DOCTORATE DEGREE

The Assistant Superintendent of Educational Services, will receive an increase in base salary equal to the same amount of masters or doctorate stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and presented to the Board of Education for approval.

IX. RETIREMENT BENEFITS

If the Assistant Superintendent of Educational Services remains employed as an assistant superintendent with the District for a consecutive total of five (5) years of satisfactory service, then upon retirement from active service from the District under the California State Teachers' Retirement System (CalSTRS), he may elect at her option, that the Board pay the premiums for medical, dental, vision and such other fringe benefits as are provided by the Board to other management employees. If the Assistant Superintendent makes this election, the benefits shall be available until the Assistant Superintendent reaches the age of 65.

The Assistant Superintendent of Educational Services will automatically receive an increase in base salary equal to the same amount of longevity stipend granted by the Board of Education to other certificated management employees. When such an increase is granted, the employment contract and base salary will be amended and brought forward for Board approval.

X. EVALUATION

The Superintendent of Schools shall evaluate the Assistant Superintendent of Educational Services at least annually and may do so at any time. A copy of any written evaluation shall be delivered to the Assistant Superintendent of Educational Services who shall have the right to make a written reaction or response to the evaluation before it is placed in the Assistant Superintendent of Educational Services' personnel file.

XI. PROFESSIONAL GROWTH

The District encourages the professional growth of the Assistant Superintendent of Educational Services through participation, as mutually agreed to by the Superintendent of Schools, in:

1. Programs and other activities conducted or sponsored by local, state, and national school administrator associations;

2. Seminars and courses offered by public or private educational institutions;

3. Informational meetings with other persons whose skill or background would serve to improve the capacity of the Assistant Superintendent of Educational Services to perform professional responsibilities.

The Superintendent of Schools may permit release time for the Assistant Superintendent of Educational Services to attend such activities and pay the necessary, reasonable fees and expenses pursuant to established procedures of the District.

XII. DUES AND MEMBERSHIPS IN ASSOCIATIONS AND ORGANIZATIONS

The District shall make direct payment of dues for the Assistant Superintendent of Educational Services' membership in up to three (3) professional or service associations or organizations.

XIII. TERMINATION OF CONTRACT

This Contract may be terminated under the following conditions.

A. Termination by Mutual Consent: The District and Assistant Superintendent of Educational Services may by mutual agreement in writing terminate this Contract at any time.

B. Termination by District without Cause: The District may unilaterally and without cause terminate this contract and the Assistant Superintendent of Educational Services' employment. In consideration of the District's right to terminate this Contract without cause, the District shall continue to pay the Assistant Superintendent of Educational Services each month his/her then current salary for the remainder of this Contract, but not to exceed twelve (12) months. Upon termination of this Contract pursuant to this subparagraph, the Assistant Superintendent of Educational Services shall continue to receive the fringe benefits to which he was previously entitled for the remainder of this Contract, but not to exceed twelve (12) months, or until the Assistant Superintendent of Educational Services finds other employment, whichever occurs first. The intent of these provisions is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with these statutes.

C. Termination by District for Cause: This Contract and the services of the Assistant Superintendent of Educational Services may be terminated by the District at any time for breach of this Contract, for the failure of the Assistant Superintendent of Educational Services to satisfactorily perform the duties of his position as determined in the evaluation process conducted by the Superintendent, for any ground enumerated in Education Code section 44932, or for the commission of any act of fraud, misrepresentation or moral turpitude. The District shall not terminate this Contract under this subparagraph until a written statement of unsatisfactory performance or grounds for termination has first been served upon the Assistant Superintendent of Educational Services. The Assistant Superintendent of Educational Services may then request (in writing) a conference with the Board. If a conference is granted by the Board the Assistant Superintendent of Educational Services shall be given a reasonable opportunity to address the Board.

D. Termination by District Based upon Continuing Disability: This Contract and the services of the Assistant Superintendent of Educational Services may be terminated because of the continuing disability of the Assistant Superintendent of Educational Services. In such event, the District shall give at least thirty (30) days prior written notice to the Assistant Superintendent of Educational Services. No such notice shall be sent until there are no remaining days of paid leave available to the Assistant Superintendent of Educational Services, and the Assistant Superintendent of Educational Services is not able to perform the essential duties of his position with or without reasonable accommodation.

E. Termination by Assistant Superintendent of Educational Services: Any termination by the Assistant Superintendent of Educational Services shall be preceded by at least forty-five (45) days written notice to the Board.

XIV. MISCELLANEOUS PROVISIONS

1. This Contract is subject to all applicable laws of the State of California, titles and regulations of the State Board of Education, and Board Policies.

2. All promises and covenants contained herein are severable, and in the event any of them shall be held invalid by any court of competent jurisdiction, this Contract shall be interpreted as if such invalid promises or covenants were not contained herein.

3. This Contract is the full and complete agreement of the parties hereto. Any amendment, modifications, or variations from the terms of this Contract shall be in writing and shall be effective only upon written approval of such amendment, modification, or variation by the Board.

BURBANK UNIFIED SCHOOL DISTRICT

By: _____

John Paramo, Ed.D., Assistant Superintendent, Educational Services Date

By:_____

Matt Hill, Ed.D., Superintendent of Schools Date

By: _____

Dr. Roberta Reynolds, President of the Board of Education Date

June 20, 2019

_____

DATE APPROVED BY THE
BOARD OF EDUCATION

CERTIFICATED SUPERVISORS AND MANAGERS
SALARY SCHEDULE A
Effective July 1, 2017

RANGE		DAYS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
		220	116,934	122,495	128,332	134,463	140,899	147,658	154,753	162,204
A	~~Director, Secondary Education~~	Per Diem	531.52	556.80	583.33	611.20	640.45	671.17	703.42	737.29
	No Position in this Classification									
	Director, Special Education and Psychological Services									
B	~~Director, Pupil Personnel Services~~									
	Director, Student Services	220	111,198	116,760	122,595	128,727	135,163	141,921	149,017	156,467
	Director of Instruction and Accountability	Per Diem	505.45	530.73	557.25	585.12	614.38	645.10	677.35	711.21
	High School Principal									
	Director, Elementary Education									
	Director of Wellness									
	Principal, Middle School	220	99,041	103,994	109,191	114,652	120,384	126,403	132,723	139,361
C	Coordinator of Alternative Educational Programs/	Per Diem	450.19	472.70	496.32	521.15	547.20	574.56	603.29	633.46
	Principal, Continuation High School									
D	Principal, Adult Education	220	96,692	101,526	106,603	111,932	117,529	123,405	129,576	136,052
E	Principal, Elementary	215	95,506	100,282	105,295	110,558	116,089	121,894	127,988	134,389
	Coordinator, Special Education	Per Diem	444.21	466.43	489.74	514.22	539.95	566.95	595.29	625.07
	Coordinator of Instructional Technology									
	Arts and Career Technical Education Coordinator									

CERTIFICATED SUPERVISORS AND MANAGERS
SALARY SCHEDULE A
Effective July 1, 2017

RANGE		DAYS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
		218	93,621	98,301	103,217	108,378	113,796	119,487	125,459	131,735
F	Assistant Principal, High School	Per Diem	429.45	450.92	473.47	497.15	522.00	548.11	575.50	604.29
G	Assistant Principal, High School	215	92,332	96,950	101,794	106,886	112,230	117,844	123,734	129,921
	(hired after 7/1/13)	Per Diem	429.45	450.93	473.46	497.14	522.00	548.11	575.51	604.28
		210	91,407	95,974	100,773	105,810	111,101	116,657	122,489	128,613
H	Alternative Education Administrator	Per Diem	435.27	457.02	479.87	503.86	529.05	555.51	583.28	612.44
		220	86,485	90,812	95,350	100,118	105,123	110,380	115,898	121,694
I	Program Specialist II	Per Diem	393.11	412.78	433.41	455.08	477.83	501.73	526.81	553.15
		215	86,028	90,330	94,846	99,587	104,567	109,794	115,283	121,047
J	Psychologist II	Per Diem	400.13	420.14	441.14	463.20	486.36	510.67	536.20	563.01
		213	85,762	90,050	94,552	99,279	104,243	109,454	114,929	120,675
K	Assistant Principal, Middle School	Per Diem	402.64	422.77	443.91	466.10	489.40	513.87	539.57	566.55
L	Assistant Principal, Middle School	210	84,554	88,781	93,220	97,881	102,775	107,912	113,309	118,975
	(hired after 7/1/12)	Per Diem	402.64	422.77	443.90	466.10	489.40	513.87	539.57	566.55
M	Adult Education Assistant Principal	220	82,864	87,009	91,358	95,925	100,722	105,757	111,046	116,599
	Coordinator of Child Development Programs	Per Diem	376.65	395.50	415.26	436.02	457.83	480.71	504.75	530.00
		205	82,027	86,130	90,436	94,957	99,702	104,690	109,924	115,420
N	Assistant Principal, Elementary	Per Diem	400.13	420.15	441.15	463.20	486.35	510.68	536.21	563.02

CERTIFICATED SUPERVISORS AND MANAGERS
SALARY SCHEDULE A
Effective July 1, 2017

RANGE		DAYS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
O	Program Specialist I	200	78,626	82,555	86,683	91,016	95,566	100,344	105,361	110,628
	Psychologist I	Per Diem	393.13	412.78	433.42	455.08	477.83	501.72	526.81	553.14
		187	76,102	79,904	83,901	88,094	92,499	97,123	101,978	107,078
P	Educational Audiologist	per diem	406.96	427.29	448.67	471.09	494.65	519.37	545.34	572.61
		220	63,153	66,313	69,627	73,108	76,763	80,603	84,632	88,865
Q	Supervisor III, Child Development Centers Covering 2 Sites	Per Diem	287.06	301.42	316.49	332.31	348.92	366.38	384.69	403.93
		220	60,196	63,155	66,312	69,627	73,108	76,766	80,602	84,632
R	Supervisor III, Child Development Centers	Per Diem	273.62	287.07	301.42	316.49	332.31	348.94	366.37	384.69
		220	57,413	60,284	63,299	66,463	69,785	73,275	76,938	80,786
S	Supervisor II, Child Development Centers Covering 2 Sites	Per Diem	260.97	274.02	287.72	302.10	317.20	333.07	349.72	367.21
		220	54,679	57,413	60,284	63,299	66,463	69,785	73,274	76,937
T	Supervisor II, Child Development Centers	Per Diem	248.54	260.97	274.02	287.72	302.10	317.20	333.06	349.71
		220	49,947	52,443	55,066	57,817	60,710	63,744	66,932	70,277
U	Supervisor I, Child Development Centers	Per Diem	227.03	238.38	250.30	262.80	275.95	289.75	304.24	319.44
		220	39,466	41,502	43,550	45,749	47,989	50,410	52,978	55,593
V	Assistant Child Development Centers Supervisor	Per Diem	179.39	188.65	197.95	207.95	218.13	229.14	240.81	252.70

Adopted: 01/16/86

Revised: 05/02/91; 06/06/91; 08/15/91; 10/17/91; 05/21/92; 06/18/92; 10/01/92; 08/05/93; 07/21/94; 08/04/94; 09/15/94; 11/17/94; 01/05/95; 05/04/95; 08/17/95; 01/18/96; 05/16/96; 09/05/96; 09/19/96; 01/16/97; 07/03/97; 10/16/97; 02/19/98; 04/02/98; 08/20/98; 10/01/98; 11/05/98; 12/10/98; '02/18/99; 03/04/99; 06/24/99; 08/05/99; 08/17/00; 05/15/02; 11/07/02; 07/17/03; 03/18/04; 07/07/05; 4/20/06; 06/04/07; 3/20/08; 5/1/08; 6/24/10; 09/09/10; 11/8/10; 4/7/2011; 4/21/11; 09/15/11; 11/3/11; 02/16/12; 03/15/12; 06/07/12; 07/05/12; 08/02/12, 08/16/12; 02/07/13; 05/16/13; 3/20/14; 6/19/14; 02/05/15, 6/4/15, 10/15/15; 5/19/16; 10/20/16; 8/3/17; 12/21/17;10/18/18**;6/20/19**

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources

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: June 6, 2019

SUBJECT: Approval of the Teacher Assignments for 2019-2020

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
Card, David	PE/Coaching
Collins, Pamela	PE/Cheer
Colman, Adam	PE/Coaching
Everhart, Gregory	PE/Coaching
Grimshaw, Douglas	PE/Coaching
Klotzle, Justin	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

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
Hodgins, Kathy	English/Math
Marquez Carman, Maria	English
Movsessian, Ara	Physical Science
Salach, Mark	Anatomy/Physiology
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:	
Bagdasarian, Susanna	ESL
Bennett, Edward	ESL
Bogchalyan, Goar	ESL
Cooney, Margaret	ESL
Creager, Jane	ESL
Fallahi, Edwin	ESL
Gonder, Marguerite	ESL
Hakopyan, Olga	ESL
Jennings, Deanna	Parent Education
Lerner, Lia	ESL
Marashlian, Jacqueline	ESL
Noss, Marianne	ESL
Rodney, John	ELA; Resource Lab
Sardarian, Astghik	ESL
Stephenson, Kathryn	Parent Education
Tutak, Christine	Parent Education
Home Teachers:	
Badders, Randall	General Subjects
Bishop, Darrell	General Subjects
Bonino, Gabriella	General Subjects
Broidy, Heather	General Subjects
Cablao, Stellamaris	General Subjects
Chung, Ruth Kim	General Subjects
Costa, Gene	General Subjects
Davidson, Britta	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
Medina, Angela	General Subjects
Oliver, Yvonne	General Subjects
Palaski, Jessica	General Subjects
Papavasiliou, Demetrula	General Subjects
Parker, Carlisle	General Subjects

Patterson, Patricia	General Subjects
Seale, Andrea	General Subjects

Name	Subject
Home Teachers:	
Sanchez, Joseph	General Subjects
Shorten, Dana	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
Lee, Justin	Math, PE, Careers
Gillearn, Jason	Math, PE, Health

Continuation High School:

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 2019-2020, 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
2019 COA

The Committee on Assignments met on Wednesday, June 5, 2019 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

Mitchell, Christopher — Computer Technology/Exploratory Engineering

He has been teaching the Exploratory Engineering class for two years and Computer classes for more than 21 years.

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.

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.

Corey Howard — Exploratory Engineering

Corey has co taught the class for one year and also been involved with the robotics club. He also has demonstrated content knowledge by passing the CSET in Industrial Technology Education.

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.

Medina, Angela — American Sign Language

Angela has been teaching DHH for three years and therefore she is fluent in American Sign Language and versed in the ASL culture and community.

BURBANK UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES SERVICES
2019 COA

Burbank High School

Carroll, Brett — Physical Education
Teaching advanced chorus for 12 years and will be providing PE credit for students.

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.

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 Services
PREPARED BY:	Leticia Castillo, Supervisor, Human Resources
SUBMITTED BY:	Leticia Castillo, Supervisor, Human Resources
DATE:	June 20, 2019
20SUBJECT:	Adoption of Resolution 40 for the Elimination or Reduction of Services for Classified Positions

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Background:
When it becomes necessary to eliminate or reduce classified bargaining unit positions, the Board of Education must approve such reductions and/or eliminations. Subsequent to the Board's approval, employees must be notified not less than 60 days prior to the effective date of the reduction or elimination of their positions.

Discussion/Issues:
These recommendations have been shared with a representative from the California School Employees Association (CSEA), Chapter 674

There are eight positions being recommended for elimination:

- There are two 8 hr/day Instructional Assistant-Children's Center positions at Horace Mann being recommended for elimination due to lack of work. These positions are funded through the following appropriation number, 12.0-90601.0-00010-10000-2110-5080000. These positions are currently vacant and will not involve bumping.
- There are four 3 ½ hr/day Instructional Assistant-Children's Center positions at Horace Mann being recommended for elimination due to lack of work. These positions are funded through the following appropriation number, 12.0-90601.0-00010-10000-2110-5080000. These positions are currently vacant and will not involve bumping.
- There is one 5 hr/day Instructional Assistant-Children's Center position at Horace Mann being recommended for elimination due to lack of work. This position is funded through the following appropriation number, 12.0-90601.0-00010-10000-2110-5080000. The elimination of this positon may involve bumping.
- There is one 4 ¾ hr/day Instructional Assistant-Children's Center position at Horace Mann being recommended for elimination due to lack of work. This position is funded through the following appropriation number, 12.0-90601.0-00010-10000-2110-5080000. The elimination of this positon may involve bumping.

Fiscal Impact:
None

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education adopt Resolution 40 for the Elimination or Reduction of Services for Classified positions, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
June 20, 2019

In the Matter of Layoff of
Classified Employees **RESOLUTION 40**

WHEREAS, Due to lack of work and/or lack of funds this Board hereby finds that it is in the best interest of the Burbank Unified School District to eliminate or reduce classified positions pursuant to provisions in the California Education Code and consistent with Article 15 in the Agreement with CSEA, Chapter 674, to the following extent:

	FTE
Eliminate two Instructional Assistants – Children's Center	1.0
Eliminate four Instructional Assistants – Children's Center	.4375
Eliminate one Instructional Assistant – Children's Center	.625
Eliminate one Instructional Assistant – Children's Center	.59375

BE IT FURTHER RESOLVED, That the Superintendent is hereby authorized and directed to investigate any bumping or displacement rights of affected classified employees and to give appropriate layoff notices to the affected employees pursuant to provisions in the California Education Code and consistent with Article 15 in the Agreement with CSEA, Chapter 674, not less than 60 days prior to the effective date of layoff subject to negotiations to the extent required by law and the CSEA agreement.

ADOPTED, the 20th day of June 2019, by the Governing Board of the Burbank Unified School District.

_____
Clerk

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
SUBMITTED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
DATE:	June 20, 2019
SUBJECT:	Acceptance of Gifts

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

~~a.~~ The George Washington PTA wishes to donate to the District $5,000 to be used to purchase library books for the Washington Elementary School library.

b. Lowe's Corporation wishes to donate to the District $5,000 to be used to help pay for a laptop cart for use at Harte Elementary School.

c. The Families for Stevenson Booster Association wishes to donate to the District $13,199.80 to be used to purchase an ipad cart and ipads for use at Stevenson Elementary School.

d. The JBHS Aquatics Booster Club wishes to donate to the District $15,000 to be used to pay summer coaching stipends at John Burroughs High School.

e. Cornerstone Masonry wishes to donate to the District $500 to be used to pay for expenses associated with the graduation ceremony at Burbank High School.

f. Shake Shack Enterprises wishes to donate to the District $502.51 to be used to purchase t-shirts for students and staff at Monterey High School.

g. The Social Changery LLC wishes to donate to the District $250 to be used to pay for expenses associated with the "Each Mind Matters" movie event and toolkit at Community Day School.

h. The Joaquin Miller Elementary PTA wishes to donate to the District $452.85 to be used to purchase books and supplies for the library at Miller Elementary School.

i. The McKinley Elementary PTA wishes to donate to the District $7,000 to be used to pay for field trip transportation for students at McKinley Elementary School.

j. The Wells Fargo Foundation Educational Matching Gifts Program/Community Support Campaign wishes to donate to the District $2,307.72 to be used to purchase materials and supplies at McKinley Elementary School.

k. The Bret Harte Elementary PTA wishes to donate to the District $3,550 to be used to pay for stage floor resurfacing at the Harte Elementary School auditorium.

l. The Bret Harte Elementary PTA wishes to donate to the District $13,500 to be used to purchase lunch shelter picnic tables at Harte Elementary School.

m. The Bret Harte Elementary PTA wishes to donate to the District $12,216 to be used to pay for yard duty at Harte Elementary School.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director, Special Education and Psychological Services
PREPARED BY:	Tamara Schiern, Director, Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Action on Final Settlement Agreement (Special Education)

Background:
The Board of Education is being asked to approve the Final Settlement Agreement for Special Education Student 960001685, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:
In an effort to resolve the disagreement between the District and the Parent of Special Education Student 960001685 concerning services and/or school placement, a formal settlement agreement was offered on May 31, 2019 to the Student's Parents. To avoid additional time and expense concerning this matter, the District settled the dispute with the Student and Student's Parents, without admitting any liability.

Fiscal Impact:
The total cost of the Final Settlement Agreement for Student 960001685 is $12,800.

Recommendation:
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960001685, not to exceed $12,800, effective June 21, 2019 through May 31, 2021, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

May 28, 2019

Burbank Unified School District – District Office
1900 West Olive Avenue
Burbank, California

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

Also present were Matt Hill, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

The Closed Session was called to order at 6:01 p.m. by Board President Reynolds.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications

There was no one present who wish to address the Board. The Board adjourned to Closed Session at 6:02 p.m.

2.b Staff Responses

2.c Board Members' Comments and Responses

3. CLOSED SESSION

3.a Public Employee Performance Evaluation Pursuant to Government Code §54957

Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION / PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. Debbie Kukta, Treasurer, City of Burbank, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Reynolds reported that item 3a was for discussion only, with no action taken.

6. REQUESTS TO ADDRESS THE BOARD

6.a Public Communications

Tom Flavin, CEO, Burbank Chamber, was called to speak. He presented the Board with a multipage handout. He highlighted what he felt were the most salient points, i.e., that the proposed Parcel Tax initiative be based on an "assessment per parcel" rather than a "per square foot" formula, and the need for a sunset clause (handout points 14 and 15). He suggested some ideas for further work by the Board to address the shortage in funding. He also addressed points 16-19 of his handout: obtain citywide and broad-based support, the need for professional campaign consultant, and the importance of the final measure being successful.

6.b Staff Responses – There were no staff responses.

6.c Board Members' Comments and Responses – There were no Board responses.

7. STUDY SESSION

7.a Discussion on Parcel Tax Polling Results

Matt Hill, Superintendent, facilitated a discussion on the latest Parcel Tax polling results, as presented.

FM3 Research Parcel Tax Polling Results_PP.pdf (O.F. #27,529)

Superintendent Hill introduced John Fairbank of FM3, the polling company which compiled the results. He led a discussion of the key findings of his firm's research utilizing a PowerPoint presentation.

John Fairbank spoke about all of the results including the unusually high favorability ratings the District received for educational performance. He also noted that the "per square foot" formula consistently polled higher than the "per parcel" formula. In summary, he said that his firm is recommending the "per square foot" formula over the "per parcel" method.

7.b Board, Staff, and Public Comments

Vice President Aghakhanian asked about the timing of the measure, i.e., placing it on the March 2020 ballot vs. the November 2020 ballot. Mr. Fairbank indicated that the November 2020 ballot would garner a larger number of voters, but that both should ensure good turnout because of the presidential election.

Main conclusions from FMS's polling:

- A 10-cents-per-square-foot parcel tax for BUSD schools is viable for further planning, but will need robust, well-executed outreach in order to be successful.
- A flat-rate parcel tax of $365 per parcel is not viable at this time.
- A 12-year sunset clause has less support than continuing the measure until ended by voters.
- Voters prioritize STEM education, retaining teachers, providing arts/music and preventing cuts that threaten the quality of local schools.
- A tracking survey is recommended before a Board decision on the measure to gauge the impact of public outreach and implications of other measures that may be on the ballot at the same time.

President Reynolds asked for members to participate in a subcommittee to drill down into cross-tabulations indicated by the polling. She asked to reconvene in early or mid-June (before the June 11 Chamber of Commerce meeting).

Member Ferguson and Vice President Aghakhanian said they would participate in the subcommittee.

Superintendent Hill suggested that the staff and subcommittee work on the next steps and that the Board consider voting by August of this year to put the parcel tax measure on the ballot.

7.c Discussion on District Vision through 2032

Matt Hill, Superintendent, facilitated a discussion on the District vision through 2032.

Superintendent Hill asked how the Board wished to proceed. The Board will hold a Special Board Meeting (Board Self-Evaluation on Saturday, July 20, 2019).

7.d Board, Staff, and Public Comments

President Reynolds asked that staff do some work on this item in advance of that meeting and that this item be brought back at that time.

8. ADJOURNMENT

The meeting was adjourned at 8:24 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

6/20/2019
_____
DATE

_____
STEVE FRINTNER, CLERK

TO: Board of Education / Superintendent

Consent 6/20/2019

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

SUBJECT: Certificated Personnel - Report Number 18 - 19 - 20. It is recommended that the following appointments for Certificated Personnel be approved and/or ratified. All personnel will be properly elected in accordance with District policies and salary schedule.

RETIRING	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
DERRY, CAROL Mc Kinley Elementary School	Elementary Teacher Elementary Teacher - 2nd grade -	01.0-00000.0-11100-10000-1110-2090000	100	RA:006 - ST:23	Began Service 9/4/1997	6/15/2019

RESIGNATION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
KISSINGER, TOM Instructional Services	Assistant Superintendent - FTE:100%	01.0-00000.0-00000-72000-1314-7420000	100		Began Service 10/04/2004	6/30/2019
WONG, DIANA Mc Kinley Elementary School	Elementary Teacher Kindergarten Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2090000	100	STP: $1331	Began service 9/5/1985	6/3/2019
GEGEN, GRETCHEN Providencia Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2130000	100	STP: $1304	Began Service 1/9/2017	6/3/2019
FIEWEGER, JENNIFER Stevenson Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	STP: $1331	Began Servive 8/1/2017	6/1/2019
BERTRAM, MICHAEL Burbank High School	High School Principal - FTE:100%	01.0-00000.0-00000-27000-1312-4310000	100	STP: $2662	Began Service 5/21/2001	6/30/2019

RESIGNATION/POSITION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CONCIDINE, MICHAEL Special Education	Coordinator Special Education Special Ed Teacher - FTE:100%	01.0-65000.0-50010-21000-1311-7440000 01.0-00000.0-00000-21000-1311-7440000	90 10	STP: $1331		6/30/2019

ELECTION: PROBATIONARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
AKRAM, DAWUD Burbank High School	Counselor Counselor - FTE:100%	01.0-00000.0-00000-31100-1211-4310000	100	RA:VI - ST:16 STP: $1331	Temp to Prob 2	8/1/2019
VAN KRIEKEN, LOREN Jordan Middle School	Middle School Teacher Social Science - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:III - ST:03	Temp to Prob 2	8/5/2019

GALANG, VERONICA Burbank High School	Teacher Physics/AP Physics - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:006 - ST:14 STP: $1331		8/5/2019
MURPHY, ALLISON Burbank High School	Teacher Social Science - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	RA:IV - ST:004	Temp to Prob 2	8/5/2019
KAUR, HARJOT Burroughs High School	Teacher English - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	RA:004 - ST:03	Temp to Prob 2	8/5/2019
MANOUKIAN, ZARE Burroughs High School	Teacher Math	01.0-00000.0-11100-10000-1110-4320000	100	RA:004 - ST:04	Temp to Prob 2	8/5/2019
LABRADA, ROBERTO Jordan Middle School	Teacher Teacher Dual Immersion -	01.0-00000.0-11100-10000-1110-3210000	100	RA:004 - ST:06	Temp to Prob 2	8/5/2019
ZONSHINE, RACHEL Jordan Middle School	Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-3210000	100	RA:006 - ST:12 STP: $1331		8/5/2019

ELECTION: PROB IE OR ZERO	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SIMONDS, GREGORY Burbank High School	High School Teacher Biology - FTE:100%	01.0-00000.0-11100-10000-1110-4310000	100	STP: $1331	To continue as Intern	8/5/2019 5/22/2020
NORRINGTON, VANESSA John Muir Middle School	Secondary Teacher Special Education - FTE:100%	01.0-65000.0-57700-11100-1110-3220000	100	STP: $1331	To continue as Intern	8/5/2019 5/22/2020
KING, TROY Jordan Middle School	Teacher Music - FTE:50%	01.0-00000.0-11100-10000-1110-3210000	100		To continue as Intern 50%	8/5/2019 5/22/2020

ELECTION: TEMPORARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
AVERY, LEONE Luther Middle School	Teacher Art - FTE:100%	01.0-00000.0-11100-10000-1110-320000 01.0-01500.0-11100-10012-1110-320200	80 20	RA:006 - ST:11		8/5/2019 5/22/2020

CHANGE OF ASSIGNMENT	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CONCIDINE, MICHAEL Luther Middle School	Special Ed Teacher Special Ed Mod/Sev - FTE:100%	01.0-65000.0-57500-11100-1110-3200000	100	RA:006 - ST:14 STP: $2662	from Sped Coor. to Sped Teacher	8/5/2019

CHANGE OF SALARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
GATTUSO, LUCAS Luther Middle School	Teacher Teacher	01.0-00000.0-38000-10000-1110-3200000	100	Salary Rate: $6154.91	To retro to step V effective August 2017	8/1/2017

LEAVE OF ABSENCE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
NERSESSIAN, NICOLE J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:005 - ST:06 STP: $1331	Parental Bonding LOA	8/5/2019 10/25/2019
NERSESSIAN, NICOLE J Miller Elementary School	Elementary Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2100000	100	RA:005 - ST:06 STP: $1331	Child Care LOA	10/26/2019 5/22/2020

CERTIFICATED PERSONNEL

CONSENT 6/20/2019

RETURN FROM LEAVE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
HACKING, MICHELLE Luther Middle School	Counselor Counselor	01.0-00000.0-00000-31100-1211-3200000	100	RA:VI - ST:20 STP: $1331		8/1/2019
MARTIROSYAN, ANNA Childrens Center	Supervisor, Cc CC Supervisor II - FTE:100%	12.0-90601.0-00000-21000-1316-5080000	100	RA:20 - ST:01 STP: $17		5/3/2019
MIN, GINHEE Burroughs High School	Teacher Math - FTE:100%	01.0-00000.0-11100-10000-1110-4320000	100	RA:VI - ST:10 STP: $1331		8/5/2019

ELECTION: SUMMER COUNSELOR	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
LEVY, JODI Instructional Services	Counselor: Summer Scool SS Traditional	01.0-01500.0-00000-31100-1230-7420000	100			6/3/2019

ELECTION: SUMMER TEACHER	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
DYSTHE, DIANA Instructional Services	Teacher: Summer School SS Careers Curriculum	01.0-01500.0-11100-10000-1130-7420000	100		Traditional	5/30/2019 5/30/2019
GASPAR, ELVA Mc Kinley Elementary School	Teacher: Summer School Summer School 2019	01.0-90201.0-11100-10000-1130-7428710	100		CC Teacher for Dual Immersion program	6/3/2019 7/3/2019

BURBANK UNIFIED SCHOOL DISTRICT
Personnel Report No. 18-19-20

June 20, 2019
Certificated - Hourly

Name	Program/Site	Task/Project	Type	Rate	Hour Cap	Applicable Payrolls
Adams, Andrea	Miller	Intervention Planning	Hourly	$33.44	6	May
Amirian, Athena	Miller	Intervention Planning	Hourly	$33.44	6	May
Angulo, Sonia	Disney	Intervention Planning	Hourly	$33.44	3	May
Arenal, Shannon	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Armes, Deborah	Miller	Intervention Planning	Hourly	$33.44	6	May
Avaguam. Anush	Adult	Summer assignment/June	Hourly	$39.68	27	June
Bailey, Erin	Providencia	Intervention Planning	Hourly	$33.44	3	May
Baird, Debra	Miller	Intervention Planning	Hourly	$33.44	6	May
Bartok, Kristen	Miller	Intervention Planning	Hourly	$33.44	6	May
Bauer, Sarah	Instr. Services	Intervention Planning	Hourly	$33.44	9.5	May
Becker, Joan	Miller	Intervention Planning	Hourly	$33.44	6	June
Bentley, Jim	Adult	Summer assignment/June	Hourly	$39.68	12	June
Blisten, Aimee	McKinley	Intervention Planning	Hourly	$33.44	6	June
Boyle, Katheryn	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Brinton, Joel	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Bruhn, Nancy	Miller	Intervention Planning	Hourly	$33.44	6	June
Cabral, Natalie	Miller	Intervention Planning	Hourly	$33.44	6	May
Carlton, Lee	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Carter, Eric	Spec Ed	Additional hours at assignment	Hourly	$75.60	6	June
Cheatum, Amelia	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Cherkezian, Arpy	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Chiu, Seong	Miller	Intervention Planning	Hourly	$33.44	6	May
Collins, Brian	Miller	Intervention Planning	Hourly	$33.44	6	May
Colman, Nancy	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Colvin Marvin, Katherine	Providencia	Intervention Planning	Hourly	$33.44	6	May
Cook, Jacob	JBHS	Head Swim Coach	Hourly	$17.73	186.15	June-July
Creager, Jane	Adult	Summer assignment/June	Hourly	$39.68	27	June
Cross, Julie	Adult	Summer assignment/June	Hourly	$39.68	27	June
Denney, Amanda	McKinley	Intervention Planning	Hourly	$33.44	6	May
Dent, Ericca	Miller	Intervention Planning	Hourly	$33.44	6	May
Dodd, Sharie	Instr. Services	Intervention Planning	Hourly	$33.44	6	June

Duemmel, Bailey	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Elliot, Gina	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Eshleman, Laura	Miller	Intervention Planning	Hourly	$33.44	6	May
Eskandar, Catherine	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Esquivel, Maria	McKinley	Intervention Planning	Hourly	$33.44	6	May
Esquivel, Maria	McKinley	Intervention Planning	Hourly	$33.44	6	July
Everhart, Gregory	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Everett, LaToya	Washington	Intervention Planning	Hourly	$33.44	5.5	May
Fallahi, Edwin	Adult	Summer assignment/June	Hourly	$39.68	12	June
Farmer, Deborah	Washington	Intervention Planning	Hourly	$33.44	11	May
Farmer, Deborah	Instr. Services	Intervention Planning	Hourly	$33.44	9.5	June
Fitzpatrick, Michelle	Miller	Intervention Planning	Hourly	$33.44	6	May
Fogelson, Janie	Spec Ed	Retention Bonus	Stipend	$6,000	1	June
Fong, Roberta	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Frederiksen, Elizabeth	Disney	Intervention Planning	Hourly	$33.44	6	August
Fuentez, Lisa	McKinley	Intervention Planning	Hourly	$33.44	6	May
Gal, Deborah	Washington	Intervention Planning	Hourly	$33.44	5.5	May
Ghazarian, Joan	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Goulding, Ann	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Gresham, Janice	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Griffith, Jennifer	Miller	Intervention Planning	Hourly	$33.44	6	May
Grimshaw, Dena	Adult	Summer assignment/June	Hourly	$39.68	24	June
Gutierrez, Dugaldo	McKinley	Intervention Planning	Hourly	$33.44	6	May
Gutierrez, Dugaldo	McKinley	Intervention Planning	Hourly	$33.44	6	June
Guzman, Raquel	Adult	Summer assignment/June	Hourly	$39.68	12	July
Hakopyan, Olga	Adult	Summer assignment/June	Hourly	$39.68	37	June
House, Dorothy	Adult	Additional hours in assignment	Hourly	$46.10	3	May
House, Dorothy	Adult	Summer assignment/June	Hourly	$39.68	12	June
Hovsepian, Marine	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Howard, Corey	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Jones, Ana	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Jorgensen-Bock, Lisa	Spec Ed	Retention Bonus	Stipend	$8,000	1	June
Kalachi, Monique	McKinley	Intervention Planning	Hourly	$33.44	6	May
Karapetian, Lusine	Harte CC	Extra duty summer program	Hourly	$19.46	72.5	July - August
Kelly, Laury	Miller	Intervention Planning	Hourly	$33.44	2.5	May
Kelly, Laury	Miller	Intervention Planning	Hourly	$33.44	4	May
Kienlen, Susan	Miller	Intervention Planning	Hourly	$33.44	6	May
Kimmel, Michael	Adult	Staff Development	Hourly	$22.75	20	May - June
Knight, Cari	Luther	NGSS Planning	Hourly	$33.44	10	March
Knoop, Julie	Instr. Services	Intervention Planning	Hourly	$33.44	6	May

Krikorian, Tamara	Miller	Intervention Planning	Hourly	$33.44	6	May
Kubler, Laura	Miller	Intervention Planning	Hourly	$33.44	2.5	May
Kubler, Laura	Miller	Intervention Planning	Hourly	$33.44	6	May
Kuester, Danielle	McKinley	Intervention Planning	Hourly	$33.44	6	June
Hunter, Emily	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Labrada, Roberto	Inst. Services	Intervention Planning	Hourly	$33.44	2	May
Legaspi, Arlene	Spec Ed	Additional hours at assignment	Hourly	$77.96	2	May
Lerner, Lia	Adult	Staff Development	Hourly	$22.75	20	May - June
Lerner, Lia	Adult	Summer assignment/June	Hourly	$39.68	27	June
Liddell-Johnson, Marla	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Lincoln, Kristina	Washington	Intervention Planning	Hourly	$33.44	5.5	May
Lorenz, Linda	Miller	Intervention Planning	Hourly	$33.44	6	May
Ludwick, Brian	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Macho, Jenna	Miller	Intervention Planning	Hourly	$33.44	6	May
Madera, Cynthia	Miller	Intervention Planning	Hourly	$33.44	6	June
Manoukian, Zare	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Manson, Wesley	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Martinez, Allison	Miller	Intervention Planning	Hourly	$33.44	6	May
Matlock, Colleen	Adult	Summer assignment/June	Hourly	$39.68	24	June
Mazur, Ruby	McKinley	Intervention Planning	Hourly	$33.44	6	June
Mazur, Ruby	McKinley	Intervention Planning	Hourly	$33.44	2	June
Mazur, Ruby	McKinley	Intervention Planning	Hourly	$33.44	6	July
McKeith, Crystal	Miller	Intervention Planning	Hourly	$33.44	6	June
McMurry, Catherine	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
McNutt, Kelly	Disney	Intervention Planning	Hourly	$33.44	6	May
McNutt, Kelly	Disney	Intervention Planning	Hourly	$33.44	6	June
McZeal, Diana	Miller	Intervention Planning	Hourly	$33.44	6	May
Mercado, Khelsie	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Meza, Abraham	Adult	Staff Development	Hourly	$22.75	12	May
Meza, Abraham	Adult	Summer assignment/June	Hourly	$39.68	59.5	June
Meza, Manuela	Adult	Summer assignment/June	Hourly	$39.68	10	June
Michalopoulos, Anjanette	Spec Ed	Additional hours at assignment	Hourly	$86.51	60	June
Mielwocki, Rebecca	Instr. Services	Intervention Planning	Hourly	$33.44	30	June
Mixon, Laura	McKinley	Intervention Planning	Hourly	$33.44	6	May
Mixon, Laura	McKinley	Intervention Planning	Hourly	$33.44	6	June
Movsessian, Ara	Luther	NGSS Planning	Hourly	$33.44	10	March
Mulloy, Shawn	McKinley	Intervention Planning	Hourly	$33.44	6	June
Mulloy, Shawn	McKinley	Intervention Planning	Hourly	$33.44	6	June
Mulloy, Shawn	McKinley	Intervention Planning	Hourly	$33.44	6	July
Noss, Marianne	Adult	Summer assignment/June	Hourly	$39.68	12	June

Noss, Marianne	Adult	Summer assignment/June	Hourly	$39.68	27	June
Pacino, Lori	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Pamperin, Melissa	Miller	Intervention Planning	Hourly	$33.44	6	May
Pelayo, Diana	Miller	Intervention Planning	Hourly	$33.44	6	May
Peltekian, Veronica	Instr. Services	Summer Retail Marketing	Hourly	$44.28	60	June
Peltekian, Veronica	Instr. Services	Summer Retail Marketing	Hourly	$44.28	30	June
Pohlman, Amanda	McKinley	Intervention Planning	Hourly	$33.44	6	May
Pohlman, Amanda	McKinley	Intervention Planning	Hourly	$33.44	6	July
Proano, Leonardo	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Postik, Talin	Miller	Intervention Planning	Hourly	$33.44	6	May
Ragle, Jason	Miller	Intervention Planning	Hourly	$33.44	6	June
Riggs, Deborah	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Rivas, Fredi	Adult	Summer assignment/June	Hourly	$39.68	12	June
Riven, Jezelle	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Rivera, Stephen	Miller	Intervention Planning	Hourly	$33.44	6	May
Rodriguez, Anna	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Rog, Christine	Spec Ed	Retention Bonus	Stipend	$10,000	1	June
Rosa, Brian	Adult	Summer assignment/June	Hourly	$39.68	59.5	June
Sanchez, Juliana	Disney	Intervention Planning	Hourly	$33.44	6	June
Saunders, Richard	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Scharf, Roxanne	McKinley	Intervention Planning	Hourly	$33.44	6	June
Scharf, Roxanne	McKinley	Intervention Planning	Hourly	$33.44	6	July
Scheerer, Teresa	Disney	Intervention Planning	Hourly	$33.44	3	May
Schmidt, Elizabeth	Adult	Summer assignment/June	Hourly	$39.68	27	June
Sevic, Branko	Muir	Activities for Promotion	Hourly	$33.44	6	May
Shalts, Rachel	Spec Ed	Retention Bonus	Stipend	$8,000	1	June
Shim, Julie	Miller	Intervention Planning	Hourly	$33.44	6	June
Simonds, Gregory	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Smith, Susan	Washington	Intervention Planning	Hourly	$33.44	5	May
Starleaf, Derek	Muir	Intervention Planning	Hourly	$33.44	10	May
Steinberg, Steven	Adult	Summer assignment/June	Hourly	$39.68	27	June
Stellin, Brittany	McKinley	Intervention Planning	Hourly	$33.44	6	May
Stellin, Brittany	McKinley	Intervention Planning	Hourly	$33.44	6	August
Thomas, Rebecca	Miller	Intervention Planning	Hourly	$33.44	6	May
Timmons, Christy	Miller	Intervention Planning	Hourly	$33.44	6	May
Timoney, Jennifer	McKinley	Intervention Planning	Hourly	$33.44	6	June
Topalian, Talar	Miller	Intervention Planning	Hourly	$33.44	6	May
Toscano, Judith	McKinley	Intervention Planning	Hourly	$33.44	6	July
Tracey, Leatrice	Miller	Intervention Planning	Hourly	$33.44	6	June
Vats, Monika	Spec Ed	Retention Bonus	Stipend	$10,000	1	June

Veznia, David	Burroughs	Intervention Planning	Hourly	$33.44	4	May
Walker, Amy	Miller	Intervention Planning	Hourly	$33.44	6	May
Walker, Amy	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Walker, Kathy	McKinley	Intervention Planning	Hourly	$33.44	6	June
Weiss, Joshua	McKinley	Intervention Planning	Hourly	$33.44	6	July
Weiss, Joshua	McKinley	Intervention Planning	Hourly	$33.44	6	August
Weiss, Joshua	McKinley	Intervention Planning	Hourly	$33.44	6	June
Winstein, Deborah	Instr. Services	Intervention Planning	Hourly	$33.44	6	May
Winstein, Deborah	Miller	Intervention Planning	Hourly	$33.44	6	May
Zepeda, Delores	Harte CC	Extra duty summer program	Hourly	$19.46	62.5	May – June
Zepeda, Delores	Harte CC	Extra duty summer program	Hourly	$19.46	72.5	July - August

Personnel Report No. 18-19-20 June 20, 2019 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Retirement								
RONDINELLA, Dawn	Instructional Assistant-Special Education	01.0-65000.0-57700-11100-2110-2090000	.750	32-VI	D	06-30-19		McKinley Elementary employed since 12-09-2003
Resignation								
BARRAZA, Daniel	Elementary PE Assistant	01.0-00000.0-11100-10000-2110-7422000	.750	32-II	D	05-23-19		Bret Harte Elementary
LEE, Stephanie	Instructional Assistant-	01.0-00000.0-11100-10000-2110-2160000	.375	30-III	D	05-23-19		Washington Elementary
Termination								
CL 0087-19		01.0-33100.0-57700-11100-2110-2130000	.5625	32-II	D	05-23-19		Human Resources Services
Leave								
CL-0086		01.0-01501.0-47600-27000-2410-7420000	.500	35-VI	D	05-10-19	06-03-19	Human Resources Services Change of End Date
CL-0085		01.0-00100.0-00000-82100-2210-2100000	1.00	35-VI	A	04-12-19	05-24-19	Human Resource Services Change of End Date
Additional Compensation for Health Care								
SANDS, Tamara	Health Services Assistant	01.0-00000.0-00000-31400-2210-7720000	1.00	36-V	D	05-01-19		Health Services $258/ mo.
Additional Compensation for Working Out of Class								
MACLAREN, M'Lisa	Food Service Operations Technician	13.0-53100.0-00000-37001-2410-7490000	1.00	44-VI	D	08-01-15	05-25-18	Food Services 5% of base salary
Change of Assignment – Classification/Location/FTE								
SOTOLONGO, Tairy	Healthcare Instructional Assistant-Severely Impaired	01.0-33100.0-57500-11100-2110-2143000	.750	37-VI	D	08-12-19		Roosevelt Elementary
THRASHER, Arlene	Healthcare Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11908-2110-2100000	.8125	37-II	D	08-12-19		Miller Elementary
TURNER, Aleea	Instructional Assistant-Translator DHH	01.0-65000.0-57700-11104-2110-2150000	.8125	33-III	D	08-12-19		Stevenson Elementary

Basis: A= 12 months, B= 11 months, C= 10 months, D= 9 months, E= Adult School employee working less than 10 months, F= Short-term employees, assigned to provide services which will not be needed on a continuing basis, G= Substitute, H= Long term substitute, I= Temporary reclassification.

Personnel Report No. 18-19-20 June 20, 2019 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly								
ACEVEDO, Sylvia	Intervention Specialist-For At Risk Students	01.0-30100.0-11100-10012-2130-2099000 01.0-30100.0-00000-24950-2440-2099000		53-IV	D	05-28-19 05-01-19	05-28-19 05-01-19	McKinley Elementary
ADAIR, Nathan	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000 01.0-65000.0-57500-11905-2130-7440000 01.0-65000.0-57500-11905-2140-7440000 01.0-65000.0-57500-11905-2130-7440000		40-III	D	05-02-19 04-16-19 04-16-19 05-02-19	05-02-19 04-16-19 04-16-19 05-02-19	Special Education
AGUILAR, Patricia	Custodian	01.0-00100.0-81000-50001-2240-4321000 01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-11-19 05-11-19	05-11-19 05-18-19	Burroughs High School
ALEGRIA, Hector	Safety/Utility Custodian	01.0-90708.0-81000-50002-2240-7528000		35-II	A	05-05-19	05-19-19	Burroughs High School
ALVAREZ, Margarita	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-05-19	05-19-19	Burbank High School
ALVAREZ BENJUMEA, Carlos	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-01-19	06-30-19	Burroughs High School
ARELLANO, Celina	Adult English Language Development Office Specialist I	11.0-63910.0-41102-27000-2430-5330000		35-VI	E	06-01-19	06-30-19	Burbank Adult School
AREVALO, Yahjaira	School Office Manager-Elementary	01.0-30100.0-00000-24950-2440-2099000		43-IV	D	05-01-19	05-01-19	McKinley Elementary
ARMENTA, Hugo	Grounds Technician	01.0-00100.0-00000-82200-2240-7521000		40-VI	A	05-03-19	05-12-19	Facilities Services
ARZUMANYAN, Anahit	English Language Development Office Specialist I	01.0-01501.0-47600-27000-2430-7420000		35-VI	D	05-13-19	05-23-19	Instructional Services
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2240-7521000		36-VI	A	05-01-19	05-01-19	Providencia Elementary
AYALA, Jose R	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	05-02-19	05-02-19	Facilities Services
BAGHADSIAN, Violet	Instructional Assistant Adult Education	11.0-00639.0-41107-10000-2110-5330000 11.0-63910.0-41106-10000-2110-5330000		30-I	E	05-01-19	05-23-19	Burbank Adult School
BAKER, Ryan	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2140-2010000		32-III	D	04-22-19	04-22-19	Disney Around the Bell
BARILLAS, Otto	Lead Custodian Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	05-04-19	05-04-19	Burroughs High School
BARILLAS, Sergio	Lead Custodian Secondary	01.0-90902.0-81000-50002-2240-7528000 01.0-00000.0-00000-82100-2240-3211000		40-VI	A	05-01-19 05-09-19	06-30-19 05-10-19	Jordan Middle School

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
BARRAZA, Emigdio	Community Resource Assistant	01.0-30100.0-00000-24950-2940-3209000 01.0-30100.0-00000-24950-2440-2099000		31-VI 31-VI	D D	05-07-19 05-01-19	05-07-19 05-01-19	Luther Middle School McKinley Elementary
BARRONDO, Gustavo	Campus Supervisor	11.0-00639.0-41100-83000-2210-5330000 11.0-63910.0-41101-83000-2210-5330000 11.0-63910.0-41102-83000-2210-5330000 11.0-63910.0-41104-83000-2210-5330000 11.0-63910.0-41106-84000-2210-5330000		35-V	E	05-01-19	05-23-19	Burbank Adult School
BREWINGTON, Rosalinda	Adult English Language Development Office Specialist I	11.0-63910.0-41102-27000-2430-5330000 11.0-00639.0-41100-27000-2430-5330000 11.0-63910.0-41100-27000-2430-5330044 11.0-63910.0-41101-27000-2430-5330000 11.0-63910.0-41102-27000-2430-5330000 11.0-63910.0-41104-27000-2430-5330000 11.0-63910.0-41106-27000-2430-5330000		35-II	E	06-01-19 05-01-19	06-30-19 05-31-19	Burbank Adult School Burbank Adult School
BUSTOS, Adriana	Bilingual Translator	01.0-65000.0-50010-21000-2950-7440000		29-I	F	01-01-19	06-30-19	Special Education
CALZADILLA, Jose	Campus Supervision Assistant	01.0-90350.0-00000-83000-2240-3208000 01.0-90711.0-00000-83000-2240-4328000		35-VI	D	05-22-19 05-01-19	05-23-19 05-23-19	Luther Middle School Burroughs High School
CAMPBELL, Taylor	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000 01.0-65000.0-57500-11905-2130-7440000		40-VI	D	05-17-19	05-17-19	Special Education
CARRASCO, Janel	Campus Supervision Assistant	01.0-90350.0-00000-83000-2240-3208000		35-VI	D	05-21-19	05-22-19	Luther Middle School
CHAMBERS, Laura	Instructional Assistant-Resource Lab	01.0-30100.0-00000-24950-2940-2099000 01.0-30100.0-00000-24200-2230-2099000		31-VI	D	05-01-19 06-03-19	05-01-19 06-07-19	McKinley Elementary
CHAVEZ, Edith	Intervention Specialist For at Risk Students	01.0-30100.0-11100-10012-2130-2169000		53-V	D	05-29-19	05-29-19	Washington Elementary
CONSOLI, Lorna	Instructional Assistant-English Language Development	01.0-30100.0-00000-24950-2950-2099000		32-V	D	05-01-19	05-01-19	McKinley Elementary
CORDOVA, Oscar	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000		36-VI	A	05-17-19	05-17-19	Stevenson Elementary
CRUZ GOMEZ, Veronica	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-I	A	05-04-19	05-04-19	Burbank High School
DANAO, Zulieka	Instructional Assistant-Children's Center	12.0-90602.0-11100-10000-2130-2150000		32-VI	D	05-01-19	06-30-19	Stevenson Around the Bell

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Personnel Report No. 18-19-20 June 20, 2019 Classified Personnel

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
DE LEON, Juan	Senior Custodian	01.0-00100.0-00000-82100-2240-7521000		36-VI	A	05-01-19	05-01-19	Emerson Elementary School
DIAZ, Basilio	Senior Custodian	01.0-90708.0-81000-50002-2240-7528000 01.0-00100.0-00000-82100-2240-7521000		36-I	A	04-05-19 05-01-19	04-05-19 05-01-19	Miller Elementary School
DUENAS, Christina	Middle School Aide	01.0-00000.0-11100-10009-2930-3201000		34-III	D	05-16-19	05-23-19	Luther Middle School
ESCARCEGA, Stella	Instructional Assistant Severely Impaired	01.0-65000.0-57500-11100-2140-7440000 01.0-65000.0-57500-11100-2130-7440000		35-IV	D	05-03-19	05-03-19	Special Education
FERNANDO, Tina	Elementary School Aide	01.0-00000.0-00000-24950-2930-7411000 01.0-90904.0-00000-24950-2930-7408200		27-III	D	07-01-19 04-04-19	06-30-20 04-04-19	Superintendent's Office Instructional Services
GEVORGYAN, Gohar	Instructional Assistant Special Education	01.0-65000.0-57700-11100-2130-7440000		32-II	D	04-26-19	04-29-19	Special Education
GILMORE, Carly	Intervention Specialist For at Risk Students	01.0-30100.0-11100-10012-2130-2139000		53-III	D	06-01-19	06-30-19	Providencia Elementary
HANADA, Shigeko	Elementary School Aide	01.0-30100.0-00000-24950-2930-2099000		27-V	D	05-01-19	05-01-19	McKinley Elementary
JIMENEZ, Juan	Grounds Technician	01.0-00100.0-00000-83000-2240-7521000		40-VI	A	05-01-19	06-30-19	Facilities Services
KAUFMAN, Joshua	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000		40-III	D	04-19-19	04-19-19	Special Education
KHACHATOURIANS, Klara	Middle School Aide	01.0-00000.0-11100-10009-2930-3221000		34-III	D	05-01-19	05-31-19	Muir Middle School
KNOOP, Nicole	Instructional Assistant Severely Impaired	01.0-65000.0-57500-11100-2140-7440000		35-VI	D	05-04-19	05-04-19	Special Education
LARA, Jose	Senior Custodian	01.0-00100.0-00000-82100-2240-7521000		36-II	A	05-01-19	05-01-19	Washington Elementary
LEON, Oscar	Lead Custodian Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	05-18-19	05-18-19	Burbank High School
LINARES, Edgar	Custodian	01.0-90708.0-81000-50002-2240-7528000 01.0-90902.0-81000-50002-2240-7528000		35-VI	A	04-01-19 03-01-19	05-14-19 06-30-19	Stevenson Elementary
LUNDBERG, Nuria	Bilingual Translator	01.0-65000.0-50010-21000-2950-7440000		29-I	F	04-01-19	04-30-19	Special Education
MARTINEZ, Andrea	Campus Supervision Assistant	01.0-00000.0-00000-83000-2240-4321000		35-V	D	05-11-19	05-11-19	Burroughs High School

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Personnel Report No. 18-19-20 June 20, 2019 Classified Personnel

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Election – Hourly (Continued)								
MARTINEZ SOSA, Rosemary	Instructional Assistant-Special Education	01.0-00000.0-11100-10000-2130-3211000		32-V	D	05-01-19	05-31-19	Jordan Middle School
MC CORKLE, Stephanie	Middle School Aide	01.0-00000.0-11100-10009-2930-3201000		34-III	D	05-16-19	05-23-19	Luther Middle School
MC DONALD, Cheryl	Campus Supervision Assistant	01.0-00000.0-00000-83000-2240-3211000		35-VI	D	05-21-19	05-22-19	Jordan Middle School
MC DONALD, Kailey	Instructional Assistant Special Education	01.0-30100.0-11100-10012-2940-3219000		32-V	D	05-18-19	05-18-19	Jordan Middle School
MENKE, Erica	Discrete Trial Facilitator	01.0-65200.0-50010-31101-2230-7440000		40-VI	D	05-15-19	06-30-19	Special Education
MICHAELS, Alma	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2130-7440000 01.0-65000.0-57500-11905-2140-7440000		40-III	D	04-26-19	04-26-19	Special Education
MIRZAKHANIAN, Georg	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-II	A	05-03-19	05-17-19	Burbank High School
MOLINA, Brian	Campus Supervision Assistant	01.0-00000.0-00000-83000-2240-4311000		35-V	D	05-04-19	05-04-19	Burbank High School
MORENO, Elida	Elementary School Aide	01.0-00000.0-11100-10009-2940-2151000 01.0-00000.0-11100-10009-2930-2151000		27-III	D	05-09-19 05-09-19	05-09-19 05-09-19	Stevenson Elementary
MORENO, Virginia	Community Resource Assistant	01.0-30100.0-00000-24950-2440-2099000		31-III	D	05-01-19	05-01-19	McKinley Elementary
ORELLANA, Edgar	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-04-19	05-11-19	Burroughs High School
PAIGE, Della	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-05-19	05-05-19	Burbank High School
PERALES, Rociode	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000 01.0-65000.0-57500-11905-2130-7440000		40-IV	D	05-03-19	05-03-19	Special Education
PEREZ, Joseph	Lead Custodian - Secondary	01.0-00000.0-00000-82100-2240-7412000 01.0-00100.0-81000-50001-2240-4311000		40-VI	A	05-06-19 05-01-19	05-06-19 05-31-19	Burbank High School
PETKO, Branka	Food Service Assistant	01.0-00000.0-11100-41000-2930-4311000		27-VI	D	05-24-19	05-24-19	Burbank High School
PETZOLDT, Kathy	Office Assistant-Elementary	01.0-30100.0-00000-24950-2440-2099000		34-VI	D	05-01-19	05-01-19	McKinley Elementary
PORTILLO, Carlos	Custodian	01.0-90902.0-81000-50002-2240-7528000 01.0-00100.0-00000-83000-2240-7521000		35-VI	A	05-01-19 05-01-19	05-31-19 06-30-19	Muir Middle School Facilities Services

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Election – Hourly (Continued)								
POWELLL, Cheryl	Senior Secretary	01.0-65200.0-50010-27000-2430-7440000		40-IV	A	05-01-19	06-30-19	Special Education
POZOS, Salvador	Custodian	01.0-00000.0-00000-82100-2240-7412000 01.0-00100.0-81000-50001-2240-4311000		35-VI	A	05-06-19 05-02-19	05-06-19 05-02-19	Burbank High School
RIOJAS, Sarah	Instructional Assistant Special Education	01.0-65000.0-57700-11100-2140-7440000 01.0-65000.0-57500-11100-2140-7440000		32-II	D	05-01-19	05-23-19	Special Education
ROBLES, Lisa	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2140-7440000		40-II	D	04-01-19	05-24-19	Special Education
RUSSO, Jeff	Grounds Technician	01.0-00100.0-00000-82200-2240-7521000		40-III	A	05-03-19	05-03-19	Facilities Services
SAUCEDA, Jafet	Educational Interpreter IV	01.0-65000.0-57700-11104-2130-7440000		61-VI	D	04-10-19	04-10-19	Special Education
SEID-BONHAM, Jelsa	Educational Interpreter IV	01.0-65000.0-57700-11104-2130-7440000		61-VI	D	05-16-19	05-16-19	Special Education
SERMENO, Estela	Community Resource Assistant	01.0-00000.0-00000-24950-2940-7411000 01.0-90904.0-00000-24950-2940-7408200		31-VI	D	07-01-19 04-04-19	06-30-20 04-04-19	Superintendent's Office Instructional Services
SHAFFER, Patricia	Discrete Trial Facilitator	01.0-00000.0-00000-72000-2950-7451000 01.0-65000.0-57700-11104-2130-7440000 01.0-65000.0-57700-11104-2140-7440000		61-VI	D	05-21-19 05-01-19 05-01-19	05-21-19 05-24-19 05-24-19	Horace Mann Special Education Special Education
SHAHBAZIAN, Shakeh	Middle School Aide	01.0-00000.0-11100-10009-2930-3221000		34-I	D	05-22-19	05-22-19	Muir Middle School
SHEAFER, Robert	Campus Supervision Assistant	01.0-00000.0-00000-83000-2230-3201000		35-III	D	05-13-19	05-23-19	Luther Middle School
TORRES, Consuelo	Custodian	01.0-00100.0-81000-50001-2240-4311000 01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-02-19 05-01-19	05-02-19 05-31-19	Burbank High School Burroughs High School
VALLES, Fidel	Custodian	01.0-00000.0-00000-82100-2240-3211000 01.0-90708.0-81000-50002-2240-7528000		35-VI	A	05-09-19 03-01-19	05-10-19 06-30-19	Jordan Middle School Facilities Services
WHITAKER, Malia	Elementary School Aide	01.0-00000.0-11100-10009-2960-2142000		27-III	D	05-01-19	05-22-19	Roosevelt Elementary
WHITNEY, Marilyn	Career Vocational Assistant	01.0-65200.0-50010-31101-2230-7440000		40-III	D	05-01-19	05-31-19	Special Education
ZINALVAND, Ayda	Instructional Assistant-Children's Center	12.0-61050.1-11100-10000-2130-2160000		32-VI	D	05-01-19	11-30-19	Washington Children's Center

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Walk on Coach								
BERNHARDT, Roy	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		189/game	F	04-01-19	05-01-19	Burroughs High School
BRIGGS, James	Short Term-Performing Arts	01.0-90201.0-17006-41002-2171-4328500		13.09	F	05-01-19	05-23-19	Burroughs High School
DAVIS, Levon	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		189/game	F	04-01-19	05-01-19	Burroughs High School
DELANEY, Michael	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4310000		189/game	F	05-01-19	05-31-19	Burbank High School
ESTRADA, Blake	Short Term- Performing Arts	01.0-90201.0-17006-41002-2171-4328500		13.09	F	05-01-19	05-23-19	Burroughs High School
HART, Robert	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4310000		189/game	F	05-01-19	05-31-19	Burbank High School
HENDERSON, Cindy	Short Term- Performing Arts	01.0-90201.0-17006-41002-2171-3208500		13.09	F	01-01-19	06-30-10	Luther Middle School
KUKAWSKI, John	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		101/game	F	05-01-18	05-24-18	Burroughs High School
MARBACH, Daniel	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		104/game	F	04-01-19	05-01-19	Burroughs High School
MCGARRAH, Shane	Short Term- Performing Arts	01.0-90201.0-17006-41002-2171-4328500		13.09	F	05-01-19	05-23-19	Burroughs High School
ORTEGA-JENNISON, Martin	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		104/game	F	04-01-19	05-01-19	Burroughs High School
ROJO, Karl	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4310000		189/game	F	05-01-19	05-31-19	Burbank High School
SHERWOOD, Craig	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		185/game	F	05-01-18	05-24-18	Burroughs High School
WHITE, Sean	Short Term- Athletic	01.0-00000.0-15001-42002-2171-4320000		104/game	F	04-01-19	05-01-19	Burroughs High School
ZONSHINE, Michael	Short Term- Performing Arts	01.0-90201.0-17006-41002-2171-3208500		13.09	F	01-01-19	06-30-19	Luther Middle School
Election – Summer School								
BRICENO, Stephanie	Instructional Assistant-Special Education	11.0-63910.0-41100-10000-2130-5480000		32-VI	D	06-03-19	07-11-19	Burbank Adult School
CAMPBELL, Cheryl	Healthcare Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11908-2130-5480000		37-VI	D	06-03-19	07-03-19	Horace Mann Pre-School Change of Assignment

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Summer School (Continued)								
COSIO, Teresa	Instructional Assistant-Severely Impaired	11.0-63910.0-41100-10000-2130-5480000		35-VI	D	06-03-19	07-11-19	Burbank Adult School
DE LA TORRE, Norma	Serving Kitchen Operator	13.0-53100.0-00000-37000-2230-7498000		32-I	D	06-03-19	07-12-19	Emerson Elementary
HALAJYAN, Piruz	Instructional Assistant-Primary Language Support	01.0-01500.0-11100-10000-2130-5480000		31-I	F	06-03-19	07-11-19	Burroughs High School
LANGE, Erin	Instructional Assistant-Severely Impaired	11.0-63910.0-41100-10000-2130-5480000		35-VI	D	06-03-19	07-11-19	Burbank Adult School
LEIVA, Nereyda	Instructional Assistant-Special Education	01.0-01500.0-11100-10000-2130-5480000		32-VI	D	06-03-19	07-03-19	Burroughs High School
MIKAYELYAN, Angela	Food Service Assistant	13.0-53100.0-00000-37000-2230-7498000		27-VI	D	06-03-19	07-03-19	McKinley Elementary
MORAN, Maria	Instructional Assistant-Severe Behavior II	01.0-65000.0-57700-11100-2130-5480000		45-VI	D	06-03-19	07-03-19	Stevenson Elementary
MURPHEY, Karin	Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11100-2130-5480000		35-VI	D	06-03-19	07-03-19	Horace Mann Pre-School
NERSISYAN, Nare	Speech Pathologist Assistant	01.0-65000.0-50010-31500-2230-5480000		53-V	D	06-03-19	07-11-19	Special Education
NANYAN, Anahit	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2130-5480000		40-II	D	06-03-19	07-11-19	Burroughs High School Change of Assignment
NOYA, Daniel	Food Service Utility Driver	13.0-53100.0-00000-37000-2230-7498000		33-VI	D	06-06-19	08-08-19	Burroughs High School
PAREDES, Xiomara	Educational Interpreter IV	01.0-65000.0-57700-11104-2130-5480000		61-VI	D	06-03-19	07-03-19	Burroughs High School
PARRIS, Rosie	Instructional Assistant-Primary Language Support	01.0-01500.0-11100-10000-2130-5480000		31-I	F	06-05-19	07-11-19	Burroughs High School
REINOSO, Patricia	Instructional Assistant-Primary Language Support	01.0-90201.0-11100-10000-2130-7428710		31-I	D	06-03-19	06-20-19	McKinley Elementary
RIOJAS, Sarah	Instructional Assistant-Special Education	01.0-65000.0-57700-11100-2130-5480000		32-II	D	06-05-19	07-11-19	Burroughs High School

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Summer School (Continued)								
ROMO, Brittany	Instructional Assistant-Translator DHH	11.0-63910.0-41100-10000-2130-5480000		33-III	D	06-03-19	07-11-19	Burbank Adult School
ROMERO, Maria	Discrete Trial Facilitator	01.0-65000.0-57500-11905-2130-5480000		40-VI	D	06-03-19	07-11-19	Burroughs High School Change of Assignment
SAUCEDA, Jafet	Educational Interpreter IV	01.0-65000.0-57700-11104-2130-5480000		61-VI	D	06-03-19	07-11-19	Burroughs High School
SAYAMOUNGKHOUNE, Paul	Behavior Intervention	01.0-65000.0-57500-31420-2230-5480000		L-III	C	05-27-19	07-12-19	Special Education Change of End Date
SHAH, Maya	Serving Kitchen Operator	13.0-53100.0-00000-37000-2230-7498000		32-VI	D	06-03-19	07-03-19	McKinley Elementary
TAIT, Holly	Instructional Assistant-Severely Impaired	11.0-63910.0-41100-10000-2130-5480000		35-VI	D	06-03-19	07-11-19	Burbank Adult School
VALENZUELA, Eliana	Instructional Assistant-Severely Impaired	11.0-63910.0-41100-10000-2130-5480000		35-VI	D	06-03-19	07-11-19	Burbank Adult School
VELEZ, Anabel	Serving Kitchen Operator	13.0-53100.0-00000-37000-2230-7498000		32-VI	D	06-03-19	07-03-19	Stevenson Elementary
WYNNYK, Kerry	Healthcare Instructional Assistant-Severely Impaired	01.0-65000.0-57500-11908-2130-5480000		37-I	D	06-03-19	07-11-19	Stevenson Elementary
YANEZ, Mariana	Behavior Interventionist	01.0-65000.0-57500-31420-2230-5480000		L-VII	C	05-27-19	07-12-19	Special Education Change of End Date

Signature _____

Title: Assistant Superintendent, Human Resources Services

Basis: A= 12 months, B= 11 months, C= 10 months, D= 9 months, E= Adult School employee working less than 10 months, F= Short-term employees, assigned to provide services which will not be needed on a continuing basis, G= Substitute, H= Long term substitute, I= Temporary reclassification.

BURBANK UNIFIED SCHOOL DISTRICT

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PO Number	Vendor	Description	Site	Fund	Total Amount
19000040	NAPA AUTO PARTS	C/O 1: REDUCE BY $4,000.00; 2018-19 BLANKET ORDER; VEHICLE REPAIR & MAINTENANCE MATERIALS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$5,500.00
19000051	DIY HOME CENTER-BURBANK	C/O 2: INCREASE BY $4,000.00; 2018-19 BLANKET ORDER; MAINTENANCE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$14,500.00
19000061	ALL PHASE ELECTRIC SUPPLY CO	C/O 1: REDUCE BY $22,000.00; 2018-19 BLANKET ORDER; LAMPS & BULBS; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$3,000.00
19000068	WAXIE SANITARY SUPPLY	C/O 1: INCREASE BY $10,000.00; 2018-19 BLANKET ORDER; CUSTODIAL SUPPLIES; NIPA PB CONTRACT #151148-01; UNRESTRICTED MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$317,500.00
19000109	U S BANK	C/O 1: INCREASE BY $250.00; 2018-19 BLANKET ORDER; GENERAL OBLIGATION BONDS ADMINISTRATION FEES; SPECIAL RESERVE FUNDS	BUSINESS OFFICE	400	$1,500.00
19000439	DOCUMENT TRACKING SERVICES LLC	C/O 1: INCREASE BY $2,154.62 FOR EXTRA SERVICES; SOFTWARE LICENSES; DOCUMENT TRACKING & TRANSLATION SERVICES; STAR/CAASPP TESTING FUNDS; BOARD APPROVED 6/21/18	INSTRUCTIONAL SERVICES	010	$8,289.62
19001430	STEVE WEISS MUSIC	C/O 2: REDUCE BY $1,284.15; 2018-19 BLANKET ORDER; MUSICAL INSTRUMENT REPAIRS	BURBANK HIGH SCHOOL	010	$2,715.85
19002324	ICS SERVICE CO.	C/O 1: CANCEL ORDER; FC1819-047 FURNISH AND INSTALL QUANTUM CARD AND REPAIR INTERCOM @ JBHS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$6,345.61
19002642	ACE PARTY RENTS	C/O 1: CHANGE ACCOUNT STRING - NO MONETARY CHANGE; FURNITURE RENTAL; EIGHTH GRADE PROMOTION	LUTHER BURBANK MIDDLE SCHOOL	010	$3,000.00
19002777	TRULITE	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$61.14
19002778	THE SHERWIN-WILLIAMS CO	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$41.55
19002919	ACE PARTY RENTS	C/O 1: CHANGE ACCOUNT STRING - NO MONETARY CHANGE; FURNITURE RENTAL; 8TH GRADE PROMOTION; FILM LA FUNDS	JORDAN MIDDLE SCHOOL	010	$3,500.00
19003253	DeSOTO SALES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$120.81
19003323	SOUTHWINDS TRANSPORTATION	C/O 1: INCREASE BY $220.00; STUDENT TRANSPORTATION; VARIOUS TRIPS; IMA; ACCOUNTS RECEIVABLE FUNDS	MUIR MIDDLE SCHOOL	010	$1,651.20

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PO Number	Vendor	Description	Site	Fund	Total Amount
19003470	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REVISED SPECIFICATIONS & VENDOR; COPIER	BURBANK ADULT SCHOOL	010	$363.04
19003471	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REVISED SPECIFICATIONS & VENDOR; COPIER; ADULT EDUCATION DATA AND ACCOUNTABILITY FUNDS	BURBANK ADULT SCHOOL	110	$363.04
19003472	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REVISED SPECIFICATIONS & VENDOR; COPIER; TITLE I FUNDS	JORDAN MIDDLE SCHOOL	010	$363.04
19003474	AREY JONES EDUCATIONAL SOLUTIONS	C/O 1: REVISED SPECIFICATIONS & VENDOR; COPIER; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$227.39
19003486	DeSOTO SALES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$109.15
19003549	FOUR WINDS	C/O 1: INCREASE BY $68.75; STUDENT TRANSPORTATION; VARIOUS TRIPS; GIFT FUNDS	MILLER ELEMENTARY	010	$2,747.75
19003606	BARNES AND NOBLE INC	C/O 1: CANCEL UNDELIVERABLE ITEMS; BOOKS; MAA FUNDS	JEFFERSON ELEMENTARY	010	$33.64
19003654	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: REPLACE DAMAGED ITEM - NO MONETARY CHANGE; OFFICE SUPPLY	EDISON ELEMENTARY	010	$57.32
19003656	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: CHANGE SPECIFICATIONS; OFFICE EQUIPMENT	EDISON ELEMENTARY	010	$188.52
19003661	STAR FORD	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$64.96
19003662	DeSOTO SALES, INC.	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$644.41
19003663	WOODY'S SCREEN CENTER	FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$29.11
19003664	GARVEY EQUIPMENT COMPANY	NON-INSTRUCTIONAL EQUIPMENT REPAIR MATERIAL	FACILITIES SERVICES	010	$41.69
19003678	BARNES AND NOBLE INC	C/O 2: RE-ORDER UNDELIVERABLE ITEMS; BOOKS; TITLE III-LEP FUNDS	JORDAN MIDDLE SCHOOL	010	$160.72
19003682	FALCON CRANE SERVICE	CONTRACTED SERVICES	FACILITIES SERVICES	010	$140.00
19003695	SOUTHWINDS TRANSPORTATION	STUDENT TRANSPORTATION; ARCADIA HS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$578.10
19003740	MORENO, JANETH	REIMBURSEMENT TO COMMUNITY RESOURCE ASSISTANT FOR FAMILY NIGHT SUPPLIES; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$156.83
19003741	AMAZON CAPITAL SERVICES	GRADUATION SUPPLIES	JORDAN MIDDLE SCHOOL	010	$30.40
19003742	KNOTT'S BERRY FARM MARKETING SERVICES DEPT	FIELD TRIP ADMISSION; 5TH GRADE; GIFT FUNDS	JEFFERSON ELEMENTARY	010	$5,780.00
19003743	TRANSIT SYSTEMS UNLIMITED, INC	C/O 1: INCREASE BY $156.25; STUDENT TRANSPORTATION; BIG LEAGUE DREAMS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$1,456.25
19003744	CROWN CITY BUSES, INC.	STUDENT TRANSPORTATION; COLONY HIGH SCHOOL; GIFT FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$617.05
19003745	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; DUAL IMMERSION SUMMER SCHOOL; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$744.37

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PO Number	Vendor	Description	Site	Fund	Total Amount
19003746	CLENDENIN, ERIN FIEDLER	CONSULTANT AGREEMENT; ART CLASSES; GIFT FUNDS; BOARD APPROVED 5/2/19	JEFFERSON ELEMENTARY	010	$5,250.00
19003747	EVERYTHING MEDICAL, LLC	NURSE SUPPLIES	STEVENSON ELEMENTARY	010	$98.24
19003748	DIDONATO, CASEY	REIMBURSEMENT TO CAMPUS SUPERVISOR ASSISTANT FOR GARDEN SUPPLIES	MUIR MIDDLE SCHOOL	010	$85.16
19003749	PALLARES, ANTONIA	REIMBURSEMENT TO SUPERVISOR FOR SUPPLIES; CALIFORNIA STATE GENERAL CC PROGRAM	WASHINGTON CHILDREN´S CENTER	120	$113.09
19003750	MURPHY, LAURA	REFUND TO PARENT FOR DUAL IMMERSION SUMMER CAMP DONATION; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$280.00
19003751	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; EL SUMMER SCHOOL; LCFF SUPPLEMENTAL FUNDS	MC KINLEY ELEMENTARY	010	$1,328.43
19003752	HERNANDEZ, CHRISTINE	REFUND TO PARENT FOR DUAL IMMERSION SUMMER CAMP DONATION; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$345.00
19003753	TUNDRA SPECIALTIES	FOOD SERVICES REPAIR MATERIALS; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FACILITIES PLANNING SERVICES	130	$197.57
19003754	AMTECH ELEVATOR SERVICES	FC1819-075 REPAIR RAMP FOR WHEELCHAIR LIFT @ ROOSEVELT ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$1,588.00
19003755	BILLYBOARDS, INC	OUTDOOR FURNITURE	ROOSEVELT ELEMENTARY	010	$830.45
19003756	FILMTOOLS	TECHNOLOGY SUPPLIES	WASHINGTON ELEMENTARY	010	$87.25
19003757	FILMTOOLS	TECHNOLOGY SUPPLIES	EDISON ELEMENTARY	010	$87.25
19003758	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES	STEVENSON ELEMENTARY	010	$411.98
19003759	BERTRAND'S MUSIC	MUSICAL INSTRUMENT REPAIR; ARTS FOR ALL FUNDS	INSTRUCTIONAL SERVICES	010	$81.06
19003760	BERTRAND'S MUSIC	MUSICAL INSTRUMENT REPAIRS; ARTS FOR ALL FUNDS	INSTRUCTIONAL SERVICES	010	$201.62
19003761	BERTRAND'S MUSIC	MUSICAL INSTRUMENT REPAIRS; ARTS FOR ALL FUNDS	INSTRUCTIONAL SERVICES	010	$170.80
19003762	CITY OF BURBANK	FIELD TRIP ADMISSION; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$676.00
19003763	REPTACULAR ANIMALS CORPORATION	CONSULTANT AGREEMENT; STUDENT ASSEMBLIES; GIFT FUNDS; BOARD APPROVED 5/2/19	ROOSEVELT ELEMENTARY	010	$445.00
19003764	REPTACULAR ANIMALS CORPORATION	CONSULTANT AGREEMENT; STUDENT ASSEMBLIES; GIFT FUNDS; BOARD APPROVED 5/2/19	ROOSEVELT ELEMENTARY	010	$345.00
19003765	MARCY COOK	INSTRUCTIONAL MATERIALS; MAA FUNDS	JEFFERSON ELEMENTARY	010	$142.30
19003766	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; LAPTOPS; CTE INCENTIVE GRANT	BURBANK HIGH SCHOOL	010	$8,796.02
19003767	HP INC	COMPUTER EQUIPMENT; CHARGING CART; CTE INCENTIVE GRANT	BURBANK HIGH SCHOOL	010	$1,1464

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PO Number	Vendor	Description	Site	Fund	Total Amount
19003768	AREY JONES EDUCATIONAL SOLUTIONS	COMPUTER EQUIPMENT; LAPTOPS; CTE INCENTIVE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$8,796.02
19003769	HP INC	COMPUTER EQUIPMENT; CHARGING CART; CTE INCENTIVE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$1,141.19
19003770	SKILLSUSA CALIFORNIA	REGISTRATION FEES; SKILLS USA CONFERENCE FEES; CTE FUNDS	BURBANK HIGH SCHOOL	010	$550.00
19003771	SKILLSUSA CALIFORNIA	REGISTRATION FEES; SKILLS USA CONFERENCE FEES; CTE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$825.00
19003772	LOWE'S HOME IMPROVEMENT	CLASSROOM SUPPLIES; SUMMER SCHOOL; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$20.43
19003773	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; HOWARD MUSEUM; GIFT FUNDS	EDISON ELEMENTARY	010	$600.00
19003774	UME FEDERAL CREDIT UNION	BOOKS; MAA FUNDS	JEFFERSON ELEMENTARY	010	$47.26
19003775	BEHAVIORAL LEARNING CENTER INC	CONSULTANT AGREEMENT; SUPPORT SERVICES; BOARD APPROVED 4/18/19 & AMENDED 5/2/19	Student Services	010	$15,000.00
19003776	AMERICAN LOGISTICS COMPANY, LLC	CONSULTANT AGREEMENT; TRANSPORTATION SERVICES; SPECIAL EDUCATION; BOARD APPROVED 12/20/18	SPECIAL EDUCATION	010	$46,000.00
19003777	LEE, ROBERT	REIMBURSEMENT TO TEACHER FOR AWARD CEREMONY SUPPLIES; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$67.92
19003778	HATCH, ROBIN	REIMBURSEMENT TO TOSA FOR EMPLOYEE RECOGNITION ASSEMBLY AWARDS AND SUPPLIES; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$532.21
19003779	LESLIE MARIE GRAY	CONSULTANT AGREEMENT; JAPANESE CULTURE WORKSHOPS; ACCOUNTS RECEIVABLE; BOARD APPROVED 4/18/19	MUIR MIDDLE SCHOOL	010	$500.00
19003780	SINGER, JANE	REIMBURSEMENT TO TEACHER FOR FIELD TRIP ADMISSION; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$1,137.00
19003781	HATCH, ROBIN	REIMBURSEMENT TO TOSA FOR TEACHER & CAMPUS SUPERVISOR APPRECIATION DAY EXPENSES; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$259.72
19003782	FILE KEEPERS, LLC	DOCUMENT DESTRUCTION; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$62.02
19003783	FILE KEEPERS, LLC	DOCUMENT DESTRUCTION	JEFFERSON ELEMENTARY	010	$22.50
19003789	DYSTHE, DIANA	REIMBURSEMENT TO CTE COUNSELOR FOR CTE APPRECIATION SUPPLIES; CTE FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$55.96
19003790	SPECIAL EDUCATION PARENTS	REIMBURSEMENT TO PARENT FOR TRANSPORTATION; SPECIAL EDUCATION; BOARD APPROVED 6/21/18	SPECIAL EDUCATION	010	$7,191.23
19003791	UME FEDERAL CREDIT UNION	BUS & METRO TRANSPORTATION FOR FAMILIES IN TRANSITION; TITLE I FUNDS	Student Services	010	$594.00
19003792	MASKELL GRAPHICS, INC	GRADUATION TICKETS; GIFT FUNDS	BURBANK HIGH SCHOOL	010	$1,1465

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PO Number	Vendor	Description	Site	Fund	Total Amount
19003793	LANGE, CAROLE	REIMBURSEMENT TO TEACHER FOR SUPPLIES; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$108.98
19003794	SESSINGHAUS, KATHY	REIMBURSEMENT TO DIRECTOR, FOOD SERVICES, FOR CATERING SUPPLIES	FOOD SERVICES	130	$848.42
19003795	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; DUAL IMMERSION SUMMER SCHOOL; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$174.28
19003796	SWRCB ACCOUNTING OFFICE	STORMWATER/WASTEWATER PERMIT FEE; BOND FUNDS - THIRD ISSUANCE	BRET HARTE ELEMENTARY	213	$442.00
19003797	SWRCB ACCOUNTING OFFICE	STORMWATER/WASTEWATER PERMIT FEE; BOND FUNDS - THIRD ISSUANCE	JEFFERSON ELEMENTARY	213	$442.00
19003798	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$182.09
19003799	CROWN CITY BUSES, INC.	STUDENT TRANSPORTATION; ATHLETICS; ACCOUNTS RECEIVABLE FUNDS	BURBANK HIGH SCHOOL	010	$677.10
19003800	AV PARTY RENTAL INC	TABLE AND TABLECLOTH RENTAL	PERSONNEL SERVICES	010	$718.00
19003801	NINYO AND MOORE	MATERIALS TESTING & SPECIAL INSPECTIONS FOR HVAC, LOW VOLTAGE & REPLACEMENTS @ JEFFERSON ES; BOND FUNDS; BOARD APPROVED 4/18/19	JEFFERSON ELEMENTARY	213	$2,392.00
19003802	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES	HORACE MANN CHILDREN´S CENTER	010	$298.09
19003803	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENT FOR EDUCATION-RELATED FEES; SPECIAL EDUCATION; BOARD APPROVED 4/18/19	SPECIAL EDUCATION	010	$5,750.00
19003804	SPECIAL EDUCATION PARENT	REIMBURSEMENT TO PARENT FOR LEGAL FEES; SPECIAL EDUCATION; BOARD APPROVED 4/18/19	SPECIAL EDUCATION	010	$25,000.00
19003805	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	EDISON ELEMENTARY	120	$563.98
19003806	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLIES; SUMMER SCHOOL; LCFF SUPPLEMENTAL FUNDS	MC KINLEY ELEMENTARY	010	$17.99
19003807	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	2018-19 BLANKET ORDER; OFFICE SUPPLIES FOR SUMMER SCHOOL; LCFF SUPPLEMENTAL FUNDS	MC KINLEY ELEMENTARY	010	$300.00
19003808	COSTELLA, LIZ	REIMBURSEMENT TO PRINCIPAL FOR STAFF APPRECIATION DAY SUPPLIES; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$195.62
19003809	PALLOS, VICTOR	CONSULTANT AGREEMENT; TEACHER OF THE YEAR PREPARATION SUPPORT; BOARD APPROVED 4/18/19	PERSONNEL SERVICES	010	$800.00
19003810	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	MAGNOLIA PARK	010	$137.70
19003811	FILE KEEPERS, LLC	DOCUMENT DESTRUCTION	MUIR MIDDLE SCHOOL	010	$75.00

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19003812	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; ATHLETICS; GENERAL	JOHN BURROUGHS HIGH SCHOOL	010	$4,465.17
19003813	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; ATHLETICS; GENERAL	JOHN BURROUGHS HIGH SCHOOL	010	$654.81
19003814	IZURIETA FENCE COMPANY INC	FC1819-067 CUPCCAA FURNISH & INSTALL NEW GATES, REFURBISH EXISTING GATE AND INSTALL PRIVACY CHAIN LINK FENCING @ MCKINLEY ES; BOND FUNDS; BOARD APPROVED 5/2/19	MC KINLEY ELEMENTARY	213	$52,500.00
19003815	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; VARIOUS TRIPS; GIFT AND UNRESTRICTED FUNDS	JORDAN MIDDLE SCHOOL	010	$4,725.51
19003816	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; CA SCIENCE CENTER; GIFTS	EDISON ELEMENTARY	010	$451.10
19003817	DURHAM SCHOOL SERVICES	STUDENT TRANSPORTATION; CATALINA ISLAND; ACCOUNTS RECEIVABLE FUNDS	MUIR MIDDLE SCHOOL	010	$924.50
19003818	TRANSIT SYSTEMS UNLIMITED, INC	STUDENT TRANSPORTATION; COLUMBIA COLLEGE; ACCOUNTS RECEIVABLE AND UNRESTRICTED FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$1,010.00
19003819	SOUTH COAST AIR QUALITY MANAGEMENT	AIR QUALITY MANAGEMENT FEE; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$132.98
19003820	BERTRAND'S MUSIC	MUSICAL INSTRUMENT REPAIRS; ARTS FOR ALL FUNDS	MUIR MIDDLE SCHOOL	010	$422.74
19003821	POWERSCHOOL GROUP LLC	SOFTWARE LICENSE MANAGEMENT FEE; BOARD APPROVED 6/20/18	INSTRUCTIONAL SERVICES	010	$4,091.84
19003822	REALLY GOOD STUFF LLC	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	EDISON ELEMENTARY	120	$71.58
19003823	HILLYARD FLOOR CARE SUPPLY	GYM FLOOR MAINTENANCE SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$14,297.29
19003824	HATCH, ROBIN	REIMBURSEMENT TO TOSA FOR TEACHER/NURSE APPRECIATION WEEK SUPPLIES; UNRESTRICTED AND MAA FUNDS	MUIR MIDDLE SCHOOL	010	$195.18
19003825	FILE KEEPERS, LLC	DOCUMENT DESTRUCTION	WASHINGTON ELEMENTARY	010	$30.00
19003826	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	EDISON ELEMENTARY	120	$141.54
19003827	GT DESIGN & GRAPHICS, INC.	CUSTOM T-SHIRTS; FILM LA FUNDS	FACILITIES PLANNING SERVICES	010	$5,091.08
19003828	GT DESIGN & GRAPHICS, INC.	SAFETY VESTS; FILM LA FUNDS	FACILITIES PLANNING SERVICES	010	$574.02
19003829	GT DESIGN & GRAPHICS, INC.	CUSTOM CAPS; FILM LA FUNDS	FACILITIES PLANNING SERVICES	010	$960.28

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19003830	CUSEO, SHARON	REIMBURSEMENT TO ASSISTANT SUPERINTENDENT, INSTRUCTIONAL SERVICES, FOR ACSA MEMBERSHIP DUES	INSTRUCTIONAL SERVICES	010	$6,571.50
19003831	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$293.88
19003832	FUN EXPRESS LLC	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$46.94
19003833	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$16.32
19003834	UME FEDERAL CREDIT UNION	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$57.20
19003835	UME FEDERAL CREDIT UNION	CLASSROOM SUPPLIES; AROUND THE BELL PROGRAM; CHILD DEVELOPMENT FUNDS	ROOSEVELT ELEMENTARY	120	$44.08
19003836	BRAILLE SIGNS, INC	BRAILLE SIGNS; BOND FUNDS	DISNEY ELEMENTARY	213	$725.45
19003837	BERTRAND'S MUSIC	MUSICAL INSTRUMENT SUPPLIES	BURBANK HIGH SCHOOL	010	$1,282.41
19003838	MERRY PLUMBING CO INC	REPAIR, CLEAN AND TEST PLUMBING VALVES @ STEVENSON ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$924.77
19003839	ACTIVE NETWORK, LLC	STUDENT ACTIVITY MANAGEMENT SOFTWARE, PROFESSIONAL SERVICES AND HARDWARE; BOARD APPROVED 5/2/19	FISCAL SERVICES	010	$4,201.00
19003840	LINE 204, LLC	FURNITURE RENTAL FOR GRADUATION; FILM LA FUNDS	BURBANK HIGH SCHOOL	010	$19,964.41
19003841	SUNBELT CONTROLS INC	FC1819-076 REPAIR COMMUNICATION SYSTEM FOR HVAC @ WASHINGTON ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$2,640.00
		PO Count:	**127**	**Total:**	**$656,514.89**

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BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	105	$595,175.32
110	Adult Education Fund	2	$590.43
120	Child Development Fund	12	$1,701.70
130	Cafeteria Fund	2	$1,045.99
213	Building Fund - 3rd Issuance	5	$56,501.45
400	Special Res./for Cap. Outlay	1	$1,500.00
		Total:	**$656,514.89**

6/20/2019

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	
6185580	6185628		25287861	25287891	
6196967	6196978		454940	454940	
6194694	6194863		25291226	25291247	
6199490	6199494		455705	455708	
6202424	6202448		25293835	25293856	
2534474	2535150		25296977	25296985	
2552084	2552090		25299677	25299743	
			456409	456409	
			25302541	25302576	
			25305155	25305171	
			25307403	25307415	
			25309767	253098.33	
			457243	457243	
			25312386	25312421	

5/16/19 - 5/24/19	**$ 1,145,790.27**	**5/10/19 - 5/23/19**	**$ 1,663,320.31**

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tom Kissinger, Assistant Superintendent, Educational Services
PREPARED BY:	Tom Kissinger, Assistant Superintendent, Educational Services
SUBMITTED BY:	Teri Smith, Administrative Secretary
DATE:	June 20, 2019
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/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:

Tom Kissinger, Assistant Superintendent, Educational 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
RATIFICATION/APPROVAL OF INSTRUCTIONAL CONSULTANT SERVICES
Board Meeting Date: June 20, 2019

Site	Name	Purpose	Dates	Cost	Appropriation Number & Program Name
Stevenson	Laura Walter	Ms Walter works as a Master Teacher with Education Through Music, Richards Institute of Education and Research, courses throughout USA and Japan. At Stevenson she will provide music instruction to students in grades TK through 1st .	1/6/20 through 5/4/20	Not to exceed $4560	010-90201.0-11100-10000-5810-2158700 (Stevenson Gift Account)
Stevenson	California Weekly Explorer	CA Weekly Explorer's brings an in house, engaging, interactive educational experience field trip experience to students. At Stevenson, students will learn about Walk Through Califonria curriculum through literacy and the arts.	1/8/20 through 1/17/20	Not to exceed $1245	010-90201.0-11100-10000-5810-2158700 (Stevenson Gift Account)
Stevenson	California Weekly Explorer	CA Weekly Explorer's brings an in house, engaging, interactive educational experience field trip to students. The students at Stevenson, will learn about the American Revolution history curriculum through literacy and the arts.	12/2/19 through 12/5/19	Not to exceed $1170	010-90201.0-11100-10000-5810-2158700 (Stevenson Gift Account)
Instructional Services	Two Bit Circus Foundation	Two Bit Circus is a local company that provides workshops on STEMscopes topics. Two workshops will be offered during the Dual Immersion Summer Camp. These workshops will focus on Ultimate Recycling Machine (recycling), and E-Textiles (electrical circuits). These hand-on experiences will teach students about engineering and construction concepts.	6/21/19 through 7/3/19	Not to exceed $1563	010-90201.0-11100-10000-5810-7428710 (Dual Immersion Summer Camp Funds)
Stevenson	Noemy Hernandez	Ms. Hernandez earn a BA degree in Fine Arts. She is an experienced dancer, choreographer and artistic director. At Stevenson, she will provide dance instruction and choreography to all students. In December, there will be a school-wide dance recital.	9/11/19 through 12/18/19	Not to exceed $16,500	010-90201.0-11100-10000-5810-2158700 (Stevenson Gift Account)
Stevenson	Andrew Grueschow	Mr. Grueschow is a master teaching artist with the Music Center. He has provided music workshops throughout LA for over 20 years. At Stevenson, he will provide music instruction to students in the 2nd and 5th grades.	1/10/20 through 5/13/20	Not to exceed $7,600	010-90201.0-11100-10000-5810-2158700 (Stevenson Gift Account)
Washington	Garri Dance Studio	Garri Dance Studio has been in business in Burbank for over 50 years. At Washington, Garri Dance will provide a six week, school-wide dance program for all students. A final performance will take place for Washington families.	1/20/20 through 3/2020	Not to exceed $3,375	010-90201.0-11100-10000-5810-2168200 (Washington Gift Account)
Washington	Laura Anderson	Ms. Anderson has been providing instruction on the Peaceful Playground Program in the BUSD schools for several years. At Washington, she will teach students the proper way to play games while on the playground. She will also work with staff to assist with the Peaceful Playground rules and procedures.	8/19/19 through 5/1/20	Not to exceed $1,250 ($125 per month for 10 months)	010-90201.0-11100-10000-5810-2168200 (Washington Gift Account)

Miller	Laura Anderson	Ms. Anderson has been providing instruction on the Peaceful Playground Program in the BUSD schools for several years. At Miller, she will teach students the proper way to play games while on the playground. She will also work with staff to assist with the Peaceful Playground rules and procedures.	8/12/19 through 5/21/19	Not to exceed $2,000	010-00000.0-11100-10000-5850-2101000 (Miller Discretionary Funds
Harte	Laura Anderson	Ms. Anderson has been providing instruction on the Peaceful Playground Program in the BUSD schools for several years. At Bret Harte, she will teach students the proper way to play games while on the playground. She will also work with staff to assist with the Peaceful Playground rules and procedures.	9/9/19- through 5/22/20	Not to exceed $1300	010-90201.0-11100-10000-5810-2058200 (Harte Gift Account)
Harte	Robyn Kreisberg	Ms. Kreisberg earned her BA from CSUN. She has been teaching students music in BUSD for the past 15 years. At Harte, she will teach vocal music to the students in Kindergarten and 1st grade.	9/8/19 through 5/22/20	Not to exceed $2600 Payment schedule: $1300 1/1/20 $1300 5/22/20	010-90201.0-11100-10000-5810-2058200 (Harte Gift Account)

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 30 day of May by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

Laura J. Walter

Payee's Name (Person or Company) | Social Security or Federal I.D. # | Daytime Phone Number

Mailing Address: [illegible] 3

Sponsoring Administrator: Christina Desideric

Print Name: June Title: 20, 2019

Board Approval Date: Account Code: 010-90201.0-11100-10000-5810-2158700

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ 4560 per day ☐ ~~per day~~ x / per session ☐ for a total not to exceed $ 4560 -
2. The term of the Agreement shall be the period commencing on 1-6-20 and terminating on. 5-4-20
3. Consultant will provide the following services: Music sessions for 12 weeks for TK, K, 1
4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Thomas A. Kissinger — 5/30/19

Fiscal Services Administrator Date — Date

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

LAURA WALTER

TEACHING EXPERIENCE

Master Teaching Staff, Education Through Music, Richards Institute of Education and Research, courses throughout USA and Japan, 2005-2016
Faculty, Westmont College, 1994-2018
Education Through Music Instructor, K-3, Vocal and Recorder, Ojai Unified Schools, 2007-2018
Flute Clinician, Ventura High School, 1994-2013
Flute Clinician, Anacapa Middle School, 1994-2018
Flute Clinician, Cabrillo Middle School, 2002-2018
Flute Clinician, DeAnza Middle School, 2006-2018
Flute Clinician, Rio Vista Middle School, 2016-2018
Education Through Music Instructor, McAuliffe and Lemonwood Elementary, 1-2 grade, 2006
Flute Instructor, Cate School, 1998-2003
Flute Clinician, Nordhoff High School, 2000-2001
Woodwind Instructor, Thacher School, 1996-1998
Recorder Instructor, Ojai Valley School, 1998-1999
Education Through Music Instructor, Juanamaria Elementary, 1997-1999
Faculty Associate in Flute, Wright State University, 1990-1996
Instructor, Urbana University at Dayton, 1992
Faculty, Miami Valley Academy of Music, 1992-1993
Conductor and Founder, Just Wright Flute Choir, 1991-1996
Conductor, Flute Flies and Flute Cakes, flute choirs, 1999-2013
Guest Lecturer, Dayton Philharmonic, 1991

EDUCATION

Post-Graduate Study, Richards Institute of Education and Research, 1997-2018
Leadership Team, Richards Institute, 2000-2016
Planning Team, Richards Institute, 2005-2016
Private Study with Peter Lloyd, Principal Flute, London Symphony, 1989-2002
Private Study with Kyril Magg, Cincinnati Symphony, 1985-1993
Master of Music in Performance, University of Kentucky, 1986
Graduate level courses in Child Development, University of Kentucky, 1982
Bachelor of Arts, Honors Program, University of Kentucky, 1982
Masterclasses with Geoffrey Gilbert, Julius Baker, Brad Garner, Keith Underwood, Jeannie Baxtresser, Carol Wincenc, Marianne Gedigian

PERFORMING EXPERIENCE

Ojai Music Festival, 2012
Santa Barbara Symphony, 1998-2016
Santa Barbara Choral Society, 1997-2018
Gold Coast Concert Choir Orchestra, 1994-2018
Santa Barbara Master Chorale, 1997-2017; Guest Soloist, 2003
Santa Barbara Opera, 1998-2013
Private Party, Oprah Winfrey, 2002
Solo Flute Recital, Ventura, 2001, 2002
Santa Barbara Civic Light Opera, 1998-2001
Ensemble for Contemporary Music, USCB, 1997-2001
West Coast Symphony, 1994-2017
Goleta Valley Chamber Orchestra, 1994-2000
Symphony of the Canyons, 1994-2000
Santa Susanna Symphony, 1996-1997
Lexington Philharmonic, 1984-1996
Springfield Symphony Orchestra, 1990-1993, includes concerts with Doc Severinsen, Henry Mancini, Steve Allen, Tony Bennett, Mel Torme
Dayton Philharmonic, 1993, includes concerts with James Galway, Yanni
Semifinalist, Fischoff Chamber Music Competition, 1989

ADMINISTRATIVE EXPERIENCE

Ojai Music Festival, Bravo Education Coordinator, 2014-2018
Executive Director, Richards Institute of Education and Research, 2010-2012
Assistant Executive Director, Richards Institute of Education and Research, 2005-2010

RECORDING EXPERIENCE

J.S. Bach, Air, Houston, 2006
J.S. Bach, Gavotte, Ventura, 2005
Beethoven, Symphony No. 5, Mvt. III, 2005
Flute Extravaganza, Flute Recital, Ventura and Santa Barbara, 2002
Gospel Music CD, Lenora Weinart, 2002
The Nurture of Nature, Solo Flute Recital, Ventura, 2001
Celtic Legends, Los Angeles, 2001
John Biggs, Mass, Los Angeles, 2001
Choral Music CD, Gold Coast Concert Choir, 2000
Villa-Lobos, Symphony No.10, Santa Barbara Symphony, 2000
Samson and Delilah, Opera, Los Angeles 1995
Gospel Music Album, Lexington, Ky. 1985

PUBLICATIONS

Gavotte and Gigue, JS Bach, arr. flute quartet ALRY 2006
Bits and Pieces, flute etudes, ALRY 2001
Exsultate Deo, Palestrina, arr. flute choir, ALRY 1999
Bohemian Dance, Debussy, arr. flute choir, ALRY 1998
Motet: Jam Non Dicam, Gabrieli, arr. flute choir, ALRY 1997

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 28 day of May by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

California Weekly Explorer Inc. - 714-247-2250 ext 1001
Payee's Name (Person or Company) Social Security or Federal I.D. # Daytime Phone Number

Mailing Address: 15052 Red Hill Ave, Ste G, Tustin CA 92780

Sponsoring Administrator: Christina Desiderio
Print Name Title

June 20, 2019
Board Approval Date: Account Code: 010-90201.0-11100-10000-5810-2158700

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ N/A per day ☐ / per day x / per session ☑ for a total not to exceed $ 12500
2. The term of the Agreement shall be the period commencing on 1/6/20 and terminating on 1/17/20
3. Consultant will provide the following services:
   Assist Through California Presentations
4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Thomas P. Kissinger
Fiscal Services Administrator Date

Consultant 5/28/19
Date

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

California Weekly Explorer, Inc.
15052 Red Hill Avenue, Suite G
Tustin, CA 92780
714-247-2250
fax - 714-247-2254
email – info@californiaweekly.com
web site – www.californiaweekly.com

Corporation

California Weekly Explorer was incorporated under the laws of the State of California in October, 1979 for the purpose of advancing and enhancing the teaching and learning of social studies in the schools of the state by developing and providing unique materials and programs. It specializes in live social studies live workshops for grades 4, 5, and 6 in the area of California, American, and Ancient World history and geography. The presentations include *Walk Through California*, *Walk Through the American Revolution*, and *Walk Through the Ancient World*. The late Rice Donald Oliver was the executive publisher and founder. Betty Oliver is the president of the corporation. Rice Oliver had been a teacher in both junior high and senior high schools in California. He had also been a high school principal and an educational consultant in developing and establishing new schools. His experience included the development of curriculum and the screening and hiring of teachers and other staff for schools. In addition, he had been employed by several large publishing companies in the development and implementation of social studies curriculum materials and state adopted text series.

Administration

Mr. Oliver developed the California Weekly Explorer; the California history and geography newspaper that has been used in fourth grade classes throughout the state for over 37 years. He also created and produced the *Walk Through California*, a two and a half hour live student involvement program that has been presented in thousands of classrooms in every area of California during the past 35 years. This program has become known as "the field trip that comes to your school" and has received many favorable reviews from educators and historical organizations, including the American Association for State and Local History award for innovative teaching of state and local history. He is the author of many articles for various publications and his book, Student Atlas of California, is now in its 5th edition and is a standard reference source for classrooms and libraries all over the United States.

Betty Oliver, the current owner of the company, has served as an administrative secretary in law firms and for non-profit organizations. She has taught classes on the high school level and is a contributor to the development of many of the programs of CWE, Inc. Barry Hovis currently supervises the daily operation of the corporation. He has been in management for over thirty years for various businesses and non-profit organizations. He has been involved in the writing and production of many of the presentations for CWE.

Education Staff

CWE employs qualified personnel to present the hundreds of programs scheduled by schools each year. In addition to their academic training, all of them have a wide variety of communication talents that enables them to motivate and educate students in captivating ways. Their backgrounds include teaching, music, magic, acting, cheer leading, naturalist and museum experience. Each employee is knowledgeable in the subject areas covered by the programs and has completed additional company training in presentation and student management techniques. Every week, CWE receives praise from teachers, parents, and students concerning the dedication, energy and enthusiasm of its presenters. All employees are cleared through fingerprinting and background checks with the California Department of Justice as required by PC11105 for certification for criminal records check in compliance with AB 1610 and AB 1612. In addition, CWE completes a background check with past employers and references for each newly hired employee.

Legal Compliance

CWE, Inc. complies with all local state and federal laws in employment practices and regulations. All employees are covered by WORKMEN'S COMPENSATION INSURANCE and certification is available upon request. The company is covered by BUSINESS LIABILITY AND MEDICAL INSURANCE. All company and employee cars are additionally insured.

CALIFORNIA WEEKLY EXPLORER
15052 Red Hill Ave., Suite G
Tustin, CA 92780
714-247-2250

Walk Through Presentations Pro Forma Invoice

DATE	ORDER #
5/28/2019	PS19-10797
PO NUMBER	

BILL TO	LOCATION
R. L. Stevenson Elementary Attn: Jennifer 3333 Oak Street Burbank, CA 91505-3514	R. L. Stevenson Elementary Lead: Jennifer Fieweger 3333 Oak Street Burbank, CA 91505-3514 LOS ANGELES

CONTACT	PHONE	DUE DATE
Jennifer Fieweger jenfieweger@yahoo.com	8054102851	1/17/2020

ITEM	DESCRIPTION	PROGRAM DATE	RATE	TRAVEL	AMOUNT
4002	Walk Through California (two presentations, a.m. and p.m.)	1/17/2020	670.00	120.00	790.00
4001	Walk Through California (single presentation, am. or p.m.)	1/8/2020	335.00	120.00	455.00
	Sub Total:				1,245.00

TOTAL DUE:	$1,245.00
AFTER DUE DATE:	$1,369.50

All inquiries regarding Consultant Agreements and/or Certificates of Insurance should be directed to operations@californiaweekly.com.

60 days notice required for cancellation/changes in program dates. If program is cancelled past the 60 day notice, payment is due in full.

No more than 36 students per program.

Prices above are discounted prices and must be paid by due date. If paid after due date, prices will reflect the non-discounted price with is 10% higher.

Payments may be made by check or credit card only.
Purchase Orders are not considered payment

Mail checks to CWE office. DO NOT give payment to presenters.
Credit Card payments may be made by calling 714-247-2250
Payments should be made out to "California Weekly Explorer, Inc."
Please reference your order number on the check.

This is a pro forma invoice and does not reflect payments that may have been received.
Please call us at 714-247-2250 with any billing questions.



FED ID #95-3433982

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 28 day of May by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

California Weekly Explorer Inc. — 714.247.7250 ext 1001

Payee's Name (Person or Company) — Social Security or Federal I.D. # — Daytime Phone Number

Mailing Address: 15057 Rockhill Ave, Ste G Tustin CA 92780

Sponsoring Administrator: Christina Desiderio

Print Name — Title

Board Approval Date: June 20, 2019 Account Code: 010-90201.0-11100-10000-5810-2158700

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ N/A per day ☐ / per day x / per session ☑ for a total not to exceed $ 1170.00
2. The term of the Agreement shall be the period commencing on 12/2/19 and terminating on. 12/5/19
3. Consultant will provide the following services:
   Visits through the American Revolution Presentation
4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Thomas A. Kissinger — 5/20/19

Fiscal Services Administrator — Date — Consultant — Date

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

CALIFORNIA WEEKLY EXPLORER®
15052 Red Hill Ave., Suite G
Tustin, CA 92780
714-247-2250

Walk Through Presentations Pro Forma Invoice

DATE	ORDER #
5/28/2019	PS19-10718
PO NUMBER	

BILL TO

R. L. Stevenson Elementary
Attn: Ann Marie Goulding
3333 Oak Street
Burbank, CA 91505-3514

LOCATION

R. L. Stevenson Elementary
Lead: Ann Marie Goulding
3333 Oak Street
Burbank, CA 91505-3514
LOS ANGELES

CONTACT	PHONE	DUE DATE
Ann Marie Goulding anngoulding@burbankusd.org	8185585522	12/5/2019

ITEM	DESCRIPTION	PROGRAM DATE	RATE	TRAVEL	AMOUNT
5002	Walk Through the American Revolution (two presentations, a.m. and p.m.)	12/2/2019	620.00	120.00	740.00
5001	Walk Through the American Revolution (single presentation, a.m. or p.m.)	12/5/2019	310.00	120.00	430.00
	Sub Total:				1,170.00

TOTAL DUE:	$1,170.00
AFTER DUE DATE:	$1,287.00

All inquiries regarding Consultant Agreements and/or Certificates of Insurance should be directed to operations@californiaweekly.com.

60 days notice required for cancellation/changes in program dates. If program is cancelled past the 60 day notice, payment is due in full.

No more than 36 students per program.

Prices above are discounted prices and must be paid by due date. If paid after due date, prices will reflect the non-discounted price with is 10% higher.

Payments may be made by check or credit card only.
Purchase Orders are not considered payment

Mail checks to CWE office. DO NOT give payment to presenters.
Credit Card payments may be made by calling 714-247-2250
Payments should be made out to "California Weekly Explorer, Inc."
Please reference your order number on the check.

This is a pro forma invoice and does not reflect payments that may have been received.
Please call us at 714-247-2250 with any billing questions.



FED ID #95-3433982

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 20th day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Two Bit Circus Foundation, hereinafter referred to as "Consultant."

Payee's Name: Two Bit Circus Foundation Daytime Phone Number: 310.527.7080

Mailing Address: 12815 S. Western Avenue, Gardena, CA 90249

Sponsoring Administrator: Dr. Peter Knapik, Director of Elementary Education

Board Approval: June 20, 2019

Account Code: 010-90201.0-11100-10000-5810-7428710

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $1,562.10
2. Amount to include pre-planning fee and mileage.
3. The term of the Agreement shall be the period commencing on June 21, 2019 and terminating on July 3, 2019.
4. Consultant will provide the following services:

   Two Bit Circus Foundation will provide 2 (two) workshops during Dual Immersion Summer Camp

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

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

Thomas A Kissinger 6-21-19
Fiscal Services Administrator Date

Consultant 6/7/19
Consultant Date

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

Two Bit Circus Foundation
12815 South Western Avenue
Gardena, CA 90249 US
info@twobitcircus.org

A New Division of TWO BIT CIRCUS FOUNDATION

QUOTE

ADDRESS
Jennifer Goldenberg
Burbank Unified School District
3333 W Oak St
Burbank 91505

SHIP TO
Jennifer Goldenberg
Burbank Unified School District
3333 W Oak St
Burbank 91505

QUOTE # 1407
DATE 06/05/2019

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/05/2019	**MILEAGE REIMBURSEMENT** $0.575 PER MILE; 27 miles each way x4	108	0.575	62.10
07/01/2019	**OUTREACH EVENT** HALF-DAY OFF-SITE PROGRAM; E-Textiles, apx 60 kids.	1	750.00	750.00
07/02/2019	**OUTREACH EVENT** HALF-DAY OFF-SITE PROGRAM; Ultimate Recycling Machine, apx 60 kids	1	750.00	750.00

TOTAL **$1,562.10**

Accepted By

Accepted Date

Invoices that remain outstanding after 60 days are subject to a $50 fee for each 30 days cycle beyond 60 days.

TWO BIT CIRCUS
FOUNDATION
· INVENTING INSPIRATION ·

Program Descriptions

Ultimate Recycling Machine

This hands-on experience collides engineering, collaboration, and sustainability. The challenge is to design and build a machine that transports a plastic bottle into a recycling bin. It always looks different, with combinations of tube structures, zip lines, catapults, dominoes, pulleys and pendulums. You will be amazed by how much creativity, tenacity and team work emerges from such a simple set-up!

AGES: 2nd grade and up
TIME: Half day program, 1 - 3 hours
CAPACITY: Adjustable for large-scale, school-wide events

Physics of Pinball

Components studied in physics, such as inclined planes, pulleys, levers, wedges, and wheels, can be demonstrated with simple pinballs machines. A pinball machine changes the motion of the ball using force. Students learn about these concepts first hand by building, understanding how simple machines work in conjunction with the physics forces at play.

AGES: 6st - 12th grade
TIME: Half day program, 1 - 3 hours

Roboball Maze

With the help of Sphero robot balls, students play with the fundamentals of coding. Participants create a program that will successfully automate a remote control ball through our circus-themed maze--watch out for obstacles! Three students race at a time, and the experience can be structured as a relay.

AGES: 3rd grade and up
TIME: Half day program, 1 - 3 hours
CAPACITY: Adjustable for large-scale, school-wide events

E-Textiles

Kids learn how to create a circuit using e-textiles and have the opportunity to further create a stroke sensor to control the circuit. The class can create masks or bracelets that can be activated to light up.

AGES: 1st - 8th grade
TIME: Half day program, 1 - 3 hours

Eco-Vehicles

Students are challenged to build a car out of our assortment of materials. For younger students (grades 2-5), the challenge is to simply design and build a car that can roll down a ramp. Students explore moving parts and learn all about how wheels and axles work together. For older students (grades 6-8), the challenge is to design and build a car that can power itself to move 25 feet on a flat surface.

AGES: 2nd grade and up
TIME: Half day program, 1 - 3 hours

Earthquake Towers

Young learners are challenged to build the tallest tower that can withstand a simulated earthquake. Students work in small teams or pairs to build a tower on top of a 'shake platform' out of our assortment of materials. Students will test the resilience of their towers as they go, learning about the relationship between structure and function as they build.

AGES: 1st grade through 4th grade
TIME: Half day program, 1 - 2 hours
CAPACITY: Adjustable for large-scale, school-wide events

Re-Selfie

Students are challenged to recreate their image with our assorted materials. The resulting portraits are amazing and an interesting look into students' self-imagery.

AGES: 1st - 12th grade
TIME: Half day program, 1 - 3 hours

Make'n'Take Project

The Maker experience in a short format. We bring the tools and materials, you supply the creativity. Projects can be set (examples include: Thaumatropes, a Victorian optical illusion toy; Puff Rockets; Helicopters with wind chamber) or more open-ended, with a guiding prompt (invent a musical instrument, design a new toy). Can be customized to your event's theme.

AGES: Kindergarten and up
SETTING: Drop-in, indoors or outdoors
CAPACITY: Adjustable for large scale, school-wide events

EVENT INSTALLATIONS

Hexacade

The Hexacade is a magnet for fun that brings friends and strangers together around a selection of updated versions of old-school arcade favorites. Up to 6 players can play at one time, making this a social centerpiece and perfect icebreaker. DIMENSIONS: 5' x 5' POWER: Standard 110v

AGES:
SETTING: Drop-in, indoors or outdoors

Buttonwall

Twister meets Whack-A-Mole in this two-player game. As the timer counts down players eagerly whack a series of glowing button combinations, requiring creative poses using heads, shoulders, noses, and knees for the highest score! A crowd favorite, this game is as fun to watch as it is to play. DIMENSIONS: 5' x 3' POWER: Standard 110v REQUIRES: Relative darkness, and to be propped up against a wall.

AGES:
SETTING: Drop-in, indoors or outdoors

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 1st day of May 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

Jeremy Hernandez Bilingual Playground, LLC — Social Security or Federal I.D. # — Daytime Phone Number

Payee's Name (Person or Company)

Mailing Address: [illegible]

Sponsoring Administrator: Christina Desideric
Print Name

Title Principal

June 20, 2019
Board Approval Date:

Account Code: 010-90201.0-11100-10000-5810-2158700

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ 16,500 = total per day ☐ / per day x / per session ☐ for a total not to exceed $_
2. The term of the Agreement shall be the period commencing on 9-11-19 and terminating on 12-18-19
3. Consultant will provide the following services:

   Fall Dance instruction + presentation

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

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

Thomas A. Kissinger — 6-21-19
Fiscal Services Administrator — Date

Consultant — 5/1/19
Date

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

NOEMY HERNANDEZ

BIOGRAPHY

Noemy Hernandez is a passionate arts in education administrator, choreographer and artistic director. She has worked extensively in New York and Los Angeles. Noemy has been the Los Angeles Program Coordinator for Everyday Arts for Special Education—a program that coaches teachers in how to integrate the arts into their curriculum to increase student engagement. She also served as Professional Development Workshop Facilitator for LAUSD teachers and Teaching Artist. She has helped develop curriculum and implementation of a multi-million dollar i3 grant for the program Every Day Arts for Special Education (E.A.S.E.), working with special needs students and their teachers at the NYC Department of Education. She successfully administered the implementation of a PDAE grant from the US Department of Education—an iteration of EASE concurrently occurring at the NYCDOE and the LAUSD. She facilitated workshops, coordinated logistics with LAUSD district members and principals, and trained teachers to integrate the arts into their everyday curriculum to increase student engagement. She has worked with EASE since its inception in 2008.

Artistically, Noemy served as Artistic Director of Calpulli Mexican Dance Company in New York City. Among other projects, she choreographed for The Brooklyn Philharmonic, the Grammy Award-winning artist Arturo O'Farrill & his Jazz Orchestra, the New York Metropolitan Museum, and the Brooklyn Museum. Her choreography has been presented at the Bahrain Grand Prix in the Kingdom of Bahrain, Jacob's Pillow Dance Festival, and NYC's Shakespeare in the Park. As a Teaching Artist, she coached finalists for YoungArts (the only path to becoming a Presidential Scholar in the Arts), and has been bringing the arts to children in Los Angeles and New York for over 15 years.

EDUCATION

Certificate in Arts Management, December, 2017
UC Irvine Paul Merage School of Business
And Claire Trevor School of the Arts

B.F.A. in Dance, June, 2004
University of California, Irvine
Choreography Specialization
Minors in Drama + Business Management
Graduated *Cum Laude*

Burbank High School Burbank, CA
High School Diploma, June 1999

PROFESSIONAL EXPERIENCE

Chief Executive Officer
Bilingual Playground, LLC
Los Angeles, CA
2018- present
Responsible for all operations of the business including but not limited to, marketing, hiring employees, sales, fundraising, community partnerships, budgets, taxes, filings, etc. Through Bilingual Birdies Hollywood she brings live music, puppetry, games and more to celebrate diversity and bring Spanish learning programming in early childhood across Los Angeles. In dance, she choreographs and works as a teaching artist, teaching adults and children alike, across L.A. & NYC.

Los Angeles Program Coordinator/Workshop Facilitator/Teaching Artist
Urban Arts Partnership
Everyday Arts for Special Education (E.A.S.E.), Los Angeles, CA
2014-2018

- *Coordinated program implementation with LAUSD administrators at the district level, principals, and teachers at LAUSD schools*
- *Facilitated large multi-day Professional Development workshops for LAUSD teachers.*
- *Participated in Curriculum Development meetings to fine tune curriculum and address inclusion needs of the schools served.*

About EASE:
Everyday Arts for Special Education (EASE) is a professional development program designed to improve student achievement in the areas of communication, socialization, academic learning, and arts proficiency through integrated, arts-based approaches. Through a series of training workshops and extensive in-school support, participating teachers in treatment schools learn skills and strategies across multiple arts disciplines (music, dance, visual arts, and theater) in order to integrate the arts into their classroom instruction. The project was evaluated by Dr. Rob Horowitz, Associate Director of the Center for Arts Education Research at Teachers College, Columbia University. The data supports that students have increased their engagement and socialization/communication by participating in the program.

ArtworxLA Workshop Coordinator
Los Angeles, CA
2018- present
With the organization's hands-on approach, Noemy helps combat the high school dropout rate by empowering teenagers to think creatively, re-engage with learning, and become catalysts for social change. Duties include co-facilitating classroom workshops and providing Teaching Artist support in communicating with schools, building rapport with students, organizing supplies, budgets, and coordinating Public Presentations with cultural partners such as The Autry Museum, Natural History Museum, and USC.

Summer Conservatory Residential Life Manager
AMDA High School Summer Conservatory
American Musical and Dramatic Academy (AMDA)
Hollywood, CA
Summer 2018
Coordinated national and international travel transportation, spoke with parents, coordinated logistics including but not limited to overseeing program quality and fidelity, ensuring efficiency, approval of off-campus requests, student supplies, staff schedules, meal schedules and dietary restrictions, daily scheduling, room requests, coordinating with college admissions team, and leading a large staff.

Artistic Director

Calpulli Mexican Dance Company, New York City, 2011-2014

- *Attended board meetings, Led rehearsals, choreographed original works, organized program logistics including costuming, lighting, dancers, venues, and travel, held meetings, assisted budget decisions, hosted educational presentations at schools and for the City of New York*

Choreography-

Jacob's Pillow Dance Festival, Becket, MA
Bahrain Grand Prix 2013, Kingdom of Bahrain
Brooklyn Philharmonic, Brooklyn College, NYC
Metropolitan Museum of Art, NYC
Arturo O'Farrill, Symphony Space, NYC
New Dance Group, NYC
The Tempest, Shakespeare in the Park, NYC
Queens Theater in the Park, NYC
PACE University, NYC
Festival of Nations, Dollywood, Pigeon Forge, TN
Festival of Nations, Silver Dollar City, Branson, MO
Pasadena Civic Auditorium, CA
Philadelphia Museum of Art, PA

Master Instructor
YoungArts Program, Miami, FL
2011 and 2012

- Coached dance finalists in Mexican folkloric dance to compete for scholarships and an opportunity to be Presidential Scholars in the Arts. Other master instructors included Bill T. Jones, Jacque D'Amboise, Pascal Rioult, Aubrey Lynch, Camille A. Brown, among others. Speakers included Robert Redford and Kerry Washington, a former YoungArts finalist.

New York City Teaching Artist
2009-2014

- Urban Arts Partnership: Dance Around the World, Ballet, Jazz, EASE
- Arts Connection: Latin Dance, Mexican Dance, Ballet, Samba, Jazz dance
- Manhattan New Music Project,: EASE, Dance Around the World
- Calpulli Mexican Dance Company: Mexican Dance, Ballet
- Town Hall: Latin Dance, Mexican Dance, Dance Around the World

Performance Experience
Lila Downs (LA), Calpulli Mexican Dance Co. (NYC), Grandeza Mexicana Folk Ballet, Ballet Folklorico del Pacifico, The Tempest (NYC), Mosaico Mexican Dance Ensemble (Santa Ana, CA), The Nutcracker (Media City Ballet), West Side Story (Cabrillo Music Theater), Victor/Victoria (UCI), I Can Get It for You Wholesale (LA), Dollywood's Festival of Nations (TN), Arte Flamenco w/ Clarita Corona (CA), Flamenco Ensemble (Nancy Ruyter- UCI), Jazz Dance Ensemble (Bob Boross- UCI), Physical Graffiti & Bare Bones (UCI)...

*Fluent in Spanish
*CPR & First Aide Certified

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 6 day of April 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and hereinafter referred to as "Consultant."

Andrew Gruenschow

Payee's Name (Person or Company) Social Security or Federal I.D. # Daytime Phone Number

Mailing Address

Sponsoring Administrator: Christina Desiderio, Principal

Print Name Title

June 20, 2019

Board Approval Date: Account Code: - 010-90201.0-11100-10000-5810-2158700

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $100.00 per day ☐ / per day x / per session ☑ for a total not to exceed $7,600.00
2. The term of the Agreement shall be the period commencing on 1/10/20 and terminating on 5/13/20
3. Consultant will provide the following services:

   12 Music Workshops for three 5th Grades
   10 Music Workshops for four 2nd Grades

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

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

Thomas A. Kissinger 6-21-19 Andrew Gruenschow 5/4/19

Fiscal Services Administrator Date Consultant Date

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

5/29/19

Invoice for Music Workshops at Robert Louis Stevenson Elementary School

5th Grade

3 Student workshops each day on

January - 10, 17, 24, 31

February - 7, 21, 28

March - 6, 13, 20

April – 3, 10

TOTAL Workshops: 36 student workshops

36 students workshops @ $100 per workshop - **$3,600 Total for 5th grade**

2nd Grade

4 Student workshops each day on

February - 26

March - 4, 18

April - 1, 8, 15, 22, 29

May - 6, 13

TOTAL Workshops: 40 student workshops

40 students workshops @ $100 per workshop - **$4,000 Total for 2nd grade**

TOTAL DUE : $7,600

Please remit payment to:

Andrew Grueschow

23011 Bigler Street.

Woodland Hills, CA 91364

Please contact Andrew at (818)-523-9889 or agru@me.com with any questions.

CALIFORNIA WEEKLY EXPLORER®

Producers of the Walk Through Presentations



A ***Walk Through*** is an engaging and interactive educational presentation utilizing friendly competition and lively retelling of common core history curriculum; "Walk Through California" for fourth grade, "Walk Through the American Revolution" for fifth grade, and "Walk Through the Ancient World" for sixth grade. Many consider the 2 ½ hour experience to be an unforgettable "in-school field trip."



Walk Through California™ This presentation is designed to allow your students to actively participate in a lively retelling of California's rich history. Through the use of games, music, and storytelling, history will come alive! Walk Through California is California Weekly's first Walk Through presentation and continues to be presented to thousands of classrooms each year. The program focuses on major events that shaped our great state of California. Drama, dance, games, and music support students' listening skills, vocabulary development, history and geography standards. A large topographical map of California is built for students to experience California's geography hands-on.

Walk Through the American Revolution™ This presentation is designed to allow your students to actively participate in a lively retelling of our nation's beginnings. Through the use of games, music, and storytelling, history will come alive! This dynamic program has become one of our most popular classroom experiences. Students explore the famous events, historical figures, and relevant vocabulary of this pivotal point in America's history. Through dramatic activities, students "become" famous men and women of the American Revolution. Flags, maps, re-enactments, music, and games help students explore and understand the importance of American liberty and patriotism.





Walk Through the Ancient World™ This program is designed to allow your students to actively participate in a rich retelling of ancient history. Through storytelling, games, and drama, history will come alive! Discover Ancient Egypt, Greece and Rome through an imaginary tour of the ancient civilizations. Students portray historical people of the past, such as Julius Caesar, Cleopatra, and Socrates as well as broaden their understanding of these ancient times through use of maps, timelines, and games. Creative expression, note taking, and vocabulary development are fostered and encouraged. This presentation provides an excellent overview that can be used as an essential point of reference throughout the school year.

CALIFORNIA WEEKLY EXPLORER, INC., 15052 RED HILL AVE, SUITE G, TUSTIN, CA 92780

714-247-2250 EXT 1002 WWW.CALIFORNIAWEEKLY.COM

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 June 2019 by and between the Burbank Unified School District, hereinafter referred to as "District", and Garri Dance Studios hereinafter referred to as "Consultant."

Payee's Name: Garri Dance Studio **Daytime Phone Number**

Mailing Address: 3715 W. Magnolia Boulevard, Burbank CA 91504 **(818) 846-4390**

Sponsoring Administrator: Brandi Young, Principal

Board Approval: June 20, 2019.

Account Code: 010-90201-0-11100-10000-5810-216-8200

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

WITNESSETH:

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

1. **The Consultant agrees to perform the following services for the District, at a rate of $3,375.00**
2. **Amount to include speaking fee and mileage. N/A**
3. **The term of the Agreement shall be the period commencing on: 1/20/20 and terminating on 3/20/20.**
4. **Consultant will provide the following services:**

   Dance instruction (6 weeks: 30-50 minutes per grade level, depending on the grade level. This dance instruction is for the entire student body (Pre-K to 5th grade, including all SPED student and follows the California State Dance/VAPA Standards. A final production will be given to the Washington community, during Spring Dance on March 20, 2020.

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

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

Thomas A. Kissinger 6-21-19
Fiscal Services Administrator **Date**

[illegible] 6/6/19
Consultant **Date**

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

GARRI DANCE STUDIO AGREEMENT

THIS AGREEMENT ("Agreement") made and entered into this 25th day of March, 2019, by and between Garri Dance Studio and Washington Elementary School.

Washington Elementary School requested a proposal for the performance of certain professional services; and Garri Dance Studio desires to enter into an agreement with Washington Elementary School for the performance of these professional services.

In exchange of the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Garri Dance Studio and Washington Elementary School agree as follows:

1. **Scope of Services.** Garri Dance Studio agrees to supply Washington Elementary School with the following professional services (the "Services"):

a.) Six weeks of Dance Instruction for all Washington Elementary School Students TK-5th with emphasis on the California State Dance/VAPA Standards.

b.) School-wide performance for parents will be held on date TBA.

c.) Up to three Washington Elementary School students will be awarded GDS Summer Scholarships at final performance event (total donation value $1050.00) to be applied toward 2020 Summer Dance Camp.

2. **Term.** Garri Dance Studio shall commence providing the Services on January 20, 2020, and shall terminate on March 14, 2020 (the "Term"). Classes meet Wednesdays & Thursdays with one full day and one shortened day. No classes will be held during the week of February 24, 2020 due to Parent Teacher Conference Week/early dismissal.

3. **Payment.** In consideration of the Services provided pursuant to this Agreement, Washington Elementary School shall pay Garri Dance Studio an early booking/returning school discounted fee of $3,375 due upon completion of program. *(This price also reflects an additional discount applied in exchange for the opportunity to send home periodic marketing materials in student folders as well shortened teaching days one day per week).*

4. **Indemnification.** Washington Elementary School shall hold harmless Garri Dance Studio, its Trustees, officers, agents, and employees, from liability of any kind, including all claims and losses for injuries to persons or damage to property in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged in the performance of this Agreement.

5. **Intellectual Property and Copyright.** All intellectual property, including, but not limited to, choreography, copy, art, photographs, designs, text, or documentation created as part of Garri Dance Studio's provision of Services shall remain the intellectual property of Garri Dance Studio.

6. **Non-competition.** Employees and/or contractors of Garri Dance Studio shall not have any individual contractual relationship with Washington Elementary School. This non-competition obligation will survive the expiration of this agreement.

7. **Entire Agreement.** This Agreement contains the entire agreement of the parties and there are no representations, inducements, or other provisions other than those expressed herein. All changes, additions or deletions to this Agreement shall be in writing and executed by the authorized representatives of both parties. This Agreement and the rights and obligations of the parties hereto shall be interpreted, construed and enforced in accordance with the laws of the State of California.

IN WITNESS THEREOF, the parties have executed this Agreement in duplicate originals, one of which is retained by each of the parties, effective the day and year first written above.

Washington Elementary School

Principal Print Name:
Brandi L. Young

Signature: Brandi Young

Date: 3/25/19

Garri Dance Studio Representative
Megan Baade Print Name:

_____

Signature:

_____

Date:_____

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 June, 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Lee Anderson hereinafter referred to as "Consultant."

Payee's Name: Laura Lee Anderson | Social Security or Federal I.D. | Daytime Phone Number

Mailing Address:

Sponsoring Administrator: Brandi Young, Principal

Board Approval: June 20, 2019

Account Code: 01.0-00000.0-11100-10000-5850-2161000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $1,250.00 ($125 per month for 10 months)
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/19/2019 and terminating on 5/01/2020
4. Consultant will provide the following services:

   Mrs. Anderson will continue to provide further instruction and training in the Peaceful Playground Program. She will be working with the yard supervisors, staff and students to further reinforce the program for elementary schools.

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

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

Thomas A. Flesaman 6-21-19

Fiscal Services Administrator — Date

6/7/2019

Consultant — Date

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

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 6th day of June 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson - Peaceful Playgrounds hereinafter referred to as "Consultant."

Payee's Name: Laura Anderson Social Security or Federal I.D. #: Daytime Phone Number 59

Mailing Address:

Sponsoring Administrator: Judy Hession, Principal, Miller Elementary

Board Approval: 6-20-19

Account Code: 01.0-00000.0-11100-10000-5850-2101000 (Miller Discretionary Fund)

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of not to exceed $2,000.00.
2. Amount to include speaking fee and mileage.
3. The term of the Agreement shall be the period commencing on: 8/12/2019 and terminating on 5/21/2020.
4. Consultant will provide the following services:

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

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

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

Thomas A. Kearney 6-21-19

Fiscal Services Administrator Date Consultant Date

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

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 6th June day of , 2020 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Laura Anderson hereinafter referred to as "Consultant."

Laura Anderson

Payee's Name (Person or Company) | Social Security or Federal I.D. # | Daytime Phone Number

Mailing Address: _____

City | State | Zip

Sponsoring Administrator: Martha Walter, Principal Martha Walter Bret Harte

Print Name | Title | Signature | Location

Board Approval Date: 6-20-19 Account Code: 010-90201.0-11100-10000-5810-2058200

The assignment will ☐ will not ■ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ 50 per hour ■ / per day ☐ / per session ☐ for a total not to exceed $ 3000.
2. The term of the Agreement shall be the period commencing on 9/9/19 and terminating on 5/22/20
3. Consultant will provide the following services:

   Ms Anderson will continue to provide further instruction and training in the Peaceful Playground Program.
   She will be working with the Yard Supervisors and the students to further reinforce the program at Bret Harte

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

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

Thomas A. Kissinger 6/21/19 6/6/11

Fiscal Services Administrator | Date | Consultant | Date

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

Revised 08/08

Laura Anderson

Education

2007 Professional Development training from Peaceful Playgrounds, L.A.

1991-1992 Crossroads School University of the Nations Kona, Hawaii

1985-1987 Graduate of California Theological Seminary Fresno, CA
M.A. Biblical Studies

1981-1984 Graduate of University of California Santa Barbara
B.A. Liberal Studies

Work Experience

2010-2014 Peaceful Playground Consultant for Burbank Unified School District

2007-2010 Peaceful Playground Coordinator at Roosevelt Elementary School, Burbank

2005-present Women's Ministry Coordinator at Calvary Chapel Burbank

2001-2003 Children's Ministry Coordinator at Calvary Chapel Burbank
Responsibilities: Curriculum development for ages 2-12 years
Purchasing of all equipment and learning resources
Training and oversight of 25 volunteer staff
Weekly instruction for children ages 2-12 years

1996-2001 Children's Ministry Coordinator at the International Church of Prague, Czech Republic
Responsibilities: Ordering, purchasing and coordinating curriculum overseas
Training and oversight of 20 volunteer staff
Weekly instruction for children 2-12 years

1993-1994 Children Ministry trainer at Calvary Teams Bible School in Szeged, Hungary
Women's Ministry trainer for students from Eastern and Western Europe

1991-1993 Children's Ministry trainer at Calvary Teams Bible School in Millstatt, Austria
Women's Ministry Trainer for students from Eastern and Western Europe

1986-present Calvary Chapel pastor's wife in Santa Barbara, Prague and Burbank
Responsibilities: Leadership development, teaching, prayer, counseling, events,

1981-1991 Weekly Children's Ministry teacher and grade level coordinator at Calvary Chapel Santa Barbara

BURBANK UNIFIED SCHOOL DISTRICT

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AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 6th day of June, 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Robyn Kreisberg hereinafter referred to as "Consultant."

Robyn Kreisberg
Payee's Name (Person or Company) | Social Security or Federal I.D. # | Daytime Phone Number

Mailing Address _____
City | State | Zip

Sponsoring Administrator: Martha Walter, Principal Martha Walter Bret Harte
Print Name | Title | Signature | Location

Board Approval Date: 6-20-19 Account Code: 010-90201.0-11100-10000-5810-2058200

The assignment will ☐ will not ■ require contact with student(s) unsupervised during the contract period stated. If it does, the Consultant will be contacted by HR and provided the DOJ form. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ 1300.00 per hour ☐ / per day ☐ / per session ■ for a total not to exceed $ 2600.00.
2. The term of the Agreement shall be the period commencing on 9/9/19 and terminating on 5/22/20.
3. Consultant will provide the following services:

   Vocal music instruction to kindergarten and first grade students. She will teach vocal music instruction 30 minutes per week.
   Visual Arts/Performing Arts standards in vocal music will be addressed and state/district adopted materials wil be used.

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

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

Thomas A. Kissinger 6/21/19
Fiscal Services Administrator | Date

Consultant | Date

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

Revised 08/08

Robyn Kreisberg

Objective:

Music instruction for elementary level education

Experience and skills:

Played cello in orchestra throughout Junior High & Senior High
Sang in choirs and accompanied choir on piano
Piano accompanist for local musical theater ensembles
Music counselor at local camps in Stamford, CT
Piano lessons from age 7 – 22 with various instructors
Music counselor at The Braille Institute Youth Center Los Angeles 1975 – 1977

Certified Yamaha Music School teacher 1978 – 1986 for children ages 3 – 10 in Century City, CA with director Anne Pittel 310-826-0405

Private piano and guitar teacher 1980 – present

Attended the Lehman Engel/BMI Musical Theater Workshop at the L.A. Music Center 1993- 1995

Composer for the family musical "Big Tush, Little Tush" produced by the Groundlings and The Secret Rose Theater and various productions nationwide 1991 - present

Volunteer Music Coordinator for PTA functions, talent shows and school programs at Walt Disney Elementary 1991- 1998

Musical Director and music teacher at Temple Beth Emet, Burbank, CA 1998 – present with Rabbi Mark Sobel 818 843-4787

Music teacher at the following schools in Burbank, CA:

Walt Disney Elementary 1998 – present
Bret Harte Elementary 2006 – present
Edson Elementary 2000 – present

Duties include part time instruction 1 – 2 days per week 7 – 8 hours per week in half-hour slots, grades K – 4 using piano, guitar and various instruments to give general music education and appreciation, ear training, singing, musical terms, symbol recognition and music history. I teach tonette to 3rd graders, recorder to 4th graders and choir to 5th graders. Students participate at Thanksgiving, Winter Holiday programs, Special Curriculum programs and Promotions.

Education:

State University of New York at Potsdam. Music major.
Hunter College of New York. Music major.
CSUN – BA degree in music (piano) 1976

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education PREPARED
BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide an occupational therapy assessment (IEE) for Special Education Student 960031112, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

When a parent of a student with a disability does not agree with the results of a special education assessment of their student, as conducted by the school team, they have the right to obtain an Independent Educational Evaluation (IEE), at no cost to the parent (§300.502).

Fiscal Impact:

Not to exceed $1,310

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Therapy In Action, to provide an occupational therapy assessment (IEE) for Special Education Student 960031112, not to exceed $1,310 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through December 30, 2019, 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 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Therapy In Action hereinafter referred to as "Consultant."

Payee's Name Therapy In Action Daytime Phone Number [redacted] Email Address [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-6500.0-57700-11900-5850-7440000

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 $1,310.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on 12/30/19.
3. Payment Terms: 60 days from receipt of invoice
4. Consultant will provide the following services:

   Consultant will provide an Occupational Therapy IEE for Student 960031112. Total not to exceed amount includes assessment, mileage and attendance to IEP via phone for up to 2 hours.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date

Consultant Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Appro
After Board approval, a Purchase Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director, Special Education and Psychological Services
PREPARED BY:	Tamara Schiern, Director, Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval for Professional Services (Special Education)

Background:
The Burbank Unified School District Special Education participates in the Local Education Agencies (LEA) Medi-Cal Billing Option Program. This program allows our school district to seek reimbursement for certain medically related Special Education Services.

Discussion/Issues:
Under this program, the Special Education Department can seek reimbursement for occupational therapy services documented in a student's Individual Education Plan (IEP). In order to be reimbursed for occupational therapy services, an authorization for the services by a physician is required. District will contract with Dr. Al Melaragno to provide this authorization. This physician will visit the district office, review the service logs submitted by the district's Occupational Therapists and provide signature of his consent. This will allow the District to then submit medical logs to Medi-Cal for reimbursement. This Agreement will be effective July 1, 2019 through June 30, 2020 for preparing claims to be submitted for the 2019-2020 school year.

Fiscal Impact:
The cost for three visits, at $175 per visit, totals $525.

Recommendation:
Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve the agreement between the Burbank Unified School District and Dr. Al Melaragno to provide authorized signatures for occupational therapy medical logs, as authorized by Education Code Section 17596, effective July 1, 2019 through June 30, 2020, not to exceed $525 (01.0-65000.0-57700-11900-5850-7448000), 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 21st day of June 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Albert J. Melaragno, M.D. hereinafter referred to as "Consultant."

Payee's Name: Albert J. Melaragno, M.D. Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/2019

Account Code: 01.0-56400.0-57500-31400-5880-744-8000

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 $175 per hour▪/ per day ☐/ per session▪ for a total not to exceed $525 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on 06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Authorized signatures to offer our students OT services and submit the OT treatment logs for those students receiving individual OT services for Medical Reimbursement.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education — Date

Consultant — Date 6/3/19

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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to consult and support Special Education Student 960002806, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPs or settlement agreements require such services. In this case, these services were agreed to via a settlement that was previously Board approved. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $9,356.25.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960002806, not to exceed $9,356.25 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through February 28, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Professional Tutors of America hereinafter referred to as "Consultant."

Payee's Name: Professional Tutors of America Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11900-5850-744000

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 $75 per hour▪/ per day ☐/ per session ▪ for a total not to exceed $9,356.25 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on: 02/28/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Consultant will provide 124.75 hours of math tutoring for Student 960002806.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education — Date

Consultant — 6/4/19 — 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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to consult and support Special Education Student 960029732, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPS or settlements require such services. This agreement is for services agreed to via a settlement that was previously Board approved. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $5,250.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960029732, not to exceed $5,250 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Professional Tutors of America hereinafter referred to as "Consultant."

Payee's Name: Professional Tutors of America Daytime Phone Number: [redacted] Email Address [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11900-5850-744000

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 $75 per hour▪/ per day ☐/ per session ▪ for a total not to exceed $5,250 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on: 06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Consultant will provide 70 hours of comprehensive support and services for Student 960029732.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date

Consultant 6/4/19 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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide physical therapy services to special education students, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPS require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services. This agreement allows the District to provide the mandated physical therapy services to all students with IEPs who require such services.

Fiscal Impact:

Not to exceed $121,500.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Kids Physical Therapy, Inc., to provide physical therapy for Burbank special education students, not to exceed $121,500 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June, 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Kids Physical Therapy, Inc. hereinafter referred to as "Consultant."

Kids Physical Therapy, Inc. [redacted] [redacted]
Payee's Name (Person or Company) Email Daytime Phone Number

Mailing Address: [redacted]
City State Zip

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

Board Approval Date: 06/20/2019 Account Code: 01.0-65000.0-57700-11900-5850-7440000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ 75.00 per hour ☒ / per day ☐ / per session ☒ for a total not to exceed $ 121,500.
2. The term of the Agreement shall be the period commencing on 07/01/19 and terminating on 06/30/20.
3. Consultant will provide the following services:
   Provide physical therapy services to special education students, up to 40 hours a week during the 2019/2020 school year including ESY.
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 be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date

[redacted] - MA, CPT 6/6/2019
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:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide interpreters and translators for deaf and hard of hearing students, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services. This agency is used as a back-up, emergency service when District employees are unable to provide the services required.

Fiscal Impact:

Not to exceed $10,000.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends 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 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June, 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Accommodating Ideas, Inc. hereinafter referred to as "Consultant."

Accommodating Ideas, Inc. [redacted]
Payee's Name (Person or Company) Email Daytime Phone Number

Mailing Address: [redacted]
City State Zip

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

Board Approval Date: 06/20/19 Account Code: 01.0-65000.0-57700-11901-5850-740000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $_____ per hour ☐ / per day ☐ / per session ☒ for a total not to exceed $ 10,000.00.
2. The term of the Agreement shall be the period commencing on 07/01/19 and terminating on 06/30/20.
3. Consultant will provide the following services:

   Interpreters/Translators for DHH special education students.

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

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

Tamara Schiern, Director of Special Education Date

Deanne Nosch 6/10/19
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:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide interpreting and translation services for special education students, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPS require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $80,000.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve 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 $80,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Language Resources of America, LRA Interpreters, Inc hereinafter referred to as "Consultant."

Language Resources of America, LRA Interpreters, Inc [redacted] [redacted]
Payee's Name (Person or Company) Email Daytime Phone Number

Mailing Address: [redacted] [redacted] [redacted] [redacted]
City State Zip

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

Board Approval Date: 06/20/19 Account Code: 01.0-65000.0-57700-11901-5850-7440000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $_____ per hour ☐ / per day ☐ / per session ☒ for a total not to exceed $ 80,000.
2. The term of the Agreement shall be the period commencing on 07/01/19 and terminating on 06/30/20.
3. Consultant will provide the following services:

   Interpreters/Translators for special education students.

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

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

Tamara Schiern, Director of Special Education Date

Consultant Date

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

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to consult and support Special Education Student 960003223, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPs or settlement agreements require such services. These services were agreed to via a confidential settlement agreement that was previously Board approved. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $7,200.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960003223, not to exceed $7,200 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Professional Tutors of America hereinafter referred to as "Consultant."

Payee's Name: Professional Tutors of America Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11900-5850-744000

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 $75 per hour▪/ per day ☐/ per session ▪ for a total not to exceed $7,200 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on: 06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Consultant will provide 96 hours of comprehensive support and services for Student 960003223.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date

Consultant 6/4/19 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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide services and assessments for students with orthopedic impairments, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPs require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $7,000.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Debra Rondeau, to provide services and assessments for students with orthopedic impairments, not to exceed $7,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Debra Rondeau hereinafter referred to as "Consultant."

Payee's Name: Debra Rondeau Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11900-5850-7440000

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 $100 per hour▪/ per day ☐/ per session☐ for a total not to exceed $7,000 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on: 06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Consultant will provide direct services and assessments for students with orthopedic impairments. Consultant will not to exceed 40 hours. Consultant will also be available to other SELPA Districts who will bill BUSD per use.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date _____ Consultant Date _____

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement to escort and transport special education students, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPs require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $15,000.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and West Shield Adolescent Services, to escort and transport special education students to out of state residential facilities, not to exceed $15,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and West Shield Adolescent Services hereinafter referred to as "Consultant."

Payee's Name: West Shield Adolescent Services Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.2-57700-11901-5850-7448000

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 $95 per hour▪/ per day ☐/ per session☐ for a total not to exceed $15,000 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Escort transportation services to special education students being placed at out of state/in state residential facilities.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education — Date

Consultant — 6/5/19 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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to provide interpreting and translation services for special education students, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEPS require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $100,000.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Purple Communications, to provide interpreting and translation services for Burbank special education students, not to exceed $100,000 (01.0-65000.0-57700-11900-5850-7440000), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Purple Communications hereinafter referred to as "Consultant."

Payee's Name: Purple Communications Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11901-5850-7440000

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 $ $100,000 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 07/01/19 and terminating on: 06/30/20.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Interpreters/Translators for DHH special education students. Hourly Rate: General $74; General ER $104; Specialty $100; Specialty ER $130.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Tamara Schiern, Director of Special Education Date

Consultant Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

Special Education is required to provide transportation to students per their Individual Educational Program (IEP).

Discussion/Issues:

On occasion, students using electric wheelchairs are not able to be accommodated with a school bus or other mode of transportation to and from school. Care Van has a special lift for electric wheelchairs. It is anticipated that there will be no students receiving transportation via Care Van at the start of the 2019/2020 school year; however, the District should maintain the contract in the event that the need arises.

Fiscal Impact:

Not to exceed $10,000.

Recommendation:

Tamara Schiern, Director of Special Education, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Care Van Inc. for transportation services for Special Education Students on an as needed basis, effective July 01, 2019, through June 30, 2020, not to exceed $10,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Email 7/23/2018

TRANSPORTATION AGREEMENT

526

THIS AGREEMENT entered into on the 1st day of July 2018 by and between the Burbank Unified School District of Los Angeles County, hereinafter referred to as the "District" and Care Van Inc., hereinafter referred to as the "Contractor".

WITNESSETH

That the parties hereto have mutually consented and agreed, for and in consideration of the payments to be made as herein set forth, as follows:

1. SCOPE OF WORK

The Contractor shall provide transportation services for special education students of the Burbank Unified School District on an "as needed" basis.

2. PAYMENT/TERM

This contract shall be effective from July 1, 2018, through June 30, 2019, and shall be written for an amount not to exceed ~~Ten Thousand Dollars ($10,000.00)~~ Fourteen Thousand Five Hundred Dollars ($14,500).

3. ASSIGNMENT OF CONTRACT

The Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the Board of Education of the Burbank Unified School District.

4. DEFAULT BY CONTRACTOR

If, in the opinion of the Board of Education, the Contractor at any time during the period of this contract, persistently fails to perform satisfactorily the service called for under the contract, or persistently fails to furnish safe and satisfactory equipment or personnel satisfactory to the District representative to operate the equipment or fails to furnish evidence of insurance as required or otherwise fails or neglects to comply with the terms of the contract, the District shall notify the contractor in writing of said failure to perform satisfactorily the work called for, and if the failure shall continue to prevail the District may, without further notice or demand, make arrangements elsewhere for the service or any part thereof and hold the Contractor responsible and liable for damages which may be sustained by the District thereby.

5. FORCE MAJEURE CLAUSES

The parties to the contract shall be excused from performance hereunder during the time and to the extent that they are prevented from obtaining or performing the service by act of God, fire, strike, loss or shortage of transportation facilities, lockout or commandeering of materials, products, plants, or facilities by the government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

There shall be no obligation on the District to accept or pay for the services herein agreed to be furnished by the Contractor, on those days when, by direction of the Superintendent of the Burbank Unified School District or by order of the Burbank Board of Education, the schools of the District are closed to insure the health or safety of the pupils or for any other lawful reason.

6. DISTRICT NOT LIABLE FOR INJURIES OR DAMAGE TO PROPERTY

The District, the Board of Education of the District, and other school authorities, shall not be liable for injury to any person or persons, or for damage to any property owned by the Contractor or owned by others, arising in any manner whatever out of such transportation furnished by the Contractor.

7. HOLD HARMLESS CLAUSES

The Contractor shall hold harmless and indemnify the District, the Burbank Board of Education, its officers and employees, from every claim or demand which may be made by the reason of:

a. Any injury to person or property sustained by the Contractor or by any person, firm, or corporation, employed directly or indirectly by him upon or in connection with his operations, whatever the cause.

b. Any injury to person or property sustained by any person, firm or corporation, caused by an act, neglect, default or omission of the Contractor or any person, firm or corporation, directly or indirectly employed by him or in connection with his operations.

c. Any liability that may arise from the furnishing or use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance under this contract.

The Contractor at his own cost, expense and risk shall defend any legal proceedings that may be brought against the District, the Board, its officers and employees, on any such claim or demand, and satisfy any judgment that may be rendered against any of them.

8. INSURANCE REQUIREMENTS

The Contractor shall maintain insurance satisfactory to the District and as set forth below, during the contract period and shall furnish evidence thereof to Purchasing Services not less than 15 calendar days before new or renewed coverage is required, of each policy on liability coverage, and a Certificate of Insurance on the liability and Workers' Compensation coverage. The certificate shall:

a. Be issued to Purchasing Services, Burbank Board of Education, 1900 West Olive Avenue, Burbank, California 91506-2460. The endorsement must be mailed directly from the insurance company to the Burbank Unified School District with an original signature.

b. Include a 30-day Cancellation Clause guaranteeing that Purchasing Services will be notified of any cancellation of, or change in, the policy.

Public Liability Insurance. The Contractor shall maintain such Public Liability Insurance as will protect him from any claims for damages or personal liability injury including death, and damage to property, which may arise from operations under the contract. Such liability insurance shall:

c. Be maintained in the following Minimum Limits per occurrence:

Bodily Injury	$500,000/1,000,000
Property Damage	$500,000

d. Be extended to include as Additional Insured: The Burbank Unified School District and the Burbank Board of Education.

e. Be issued by insurance carriers satisfactory to the District with not less than the first $500,000 of bodily injury coverage and not less than the first $500,000 of property damage in a company or companies admitted to transact the business of insurance in California. All admitted carriers shall have a rating of not less than B+AAAA by the latest edition of Best's Insurance Guide.

Workers' Compensation Insurance. That Contractor shall maintain such insurance as will protect him from claims under Workers' Compensation Insurance Acts which may arise from operations under the contract.

9. PERMITS, LICENSES, LAWS AND REGULATIONS.

The Contractor and all of his employees or agents shall secure and maintain in force such licenses and permits as are required by law for furnishing the service herein listed; and shall comply with and observe all provisions of the California Vehicle Code, the State Board of Education of California, any other governmental agency, and the Board of Education of the Burbank Unified School District relating to the transportation of pupils. The contractor shall fill out and return Attachment A, contractor certification form, pursuant to education code section 45125.1.

10. CONTRACTOR NOT OFFICER, EMPLOYEE OR AGENT OF DISTRICT

While engaged in carrying out and complying with the terms and conditions of the contract, the Contractor is an independent contractor and not an officer, employee or agent of the District.

11. DRUG FREE/SMOKE FREE/ALCOHOL FREE POLICY:

All District sites are designated drug free/smoke free/alcohol free. The use or abuse of controlled substances, tobacco products and alcohol will not be tolerated.

IN WITNESS WHEREOF, the said Board of Education of Burbank Unified School District has caused this agreement to be by its duly authorized officer, in its behalf, and the said Contractor has signed this Agreement the day and year first above written.

CARE VAN INC.

By _____ 5/23/19
Signature Date

Betty Ann Honda Corp. Secretary
Printed Name & Title

BURBANK UNIFIED SCHOOL DISTRICT
OF LOS ANGELES COUNTY, CALIFORNIA

By _____
Signature Date

David Jaynes
Assistant Superintendent, Administrative Services
Printed Name & Title

APPROVED BY THE LOCAL EDUCATION AGENCY GOVERNING BOARD ON: 6/07/2018

ATTACHMENT A – CONTRACTOR CERTIFICATION FORM

CERTIFICATION PURSUANT TO EDUCATION CODE SECTION 45125.1

The District has determined under Education Code Section 45125.1, subdivision (c), that in performing the services to this contract, Contractor's employees may have contact with pupils. As required under Education Code Section 45125.1, subdivision (a), Contract shall require their employees, including the employees, who will provide services pursuant to this contract to submit their fingerprints in a manner authorized by the Department of Justice in order to conduct a criminal background check to determine whether such employees have been convicted of or have charges pending for a felony as defined under Education Code Section 45122.1.

Contract shall not permit any employee to perform services that may come in contact with pupils under this contract until the Department of Justice has determined that the employee has not been convicted of a felony or has criminal charges pending for a felony as defined in Section 45122.1.

Contractor shall certify in writing to the District that all of its employees who may come in contact with pupils have not been convicted of or have criminal charges pending for a felony, as defined in Education Code Section 45122.1

Contractor shall defend, indemnify, protect and hold the District and its agents, officers and employees harmless from and against any an all claims asserted or liability established for damages or injuries to any person or property which arise from or are connected with or are caused or claimed to be caused by Contractor's failure to comply with all of the requirements contained in Education Code Section 45125.1, including, but not limited to, the requirements prohibiting Contractor from using employees who may have contact with pupils who have been convicted or have charges pending for a felony in Education Code Section 45122.1.

It is understood that by signing this document the Contractor agrees that they are in compliance with Education Code Section 45122.1

Dated: 5/23/2019

Signature: Betty Ann Honda

Printed Name & Title: Betty Ann Honda, Corp. Secretary

Company: CHRE VHN INCORPORATED

ATTACHMENT B – TUBERCULOSIS TEST CLEARANCE

In accordance with provisions of Section 49406 of the Education Code, Sections 3450 and 3451 of the Health & Safety Code, Sections 5163 and 5163.1 of the Public Resources Code, and Burbank Unified School District Board Policy and Administrative Regulations, all drivers transporting pupils are required as a condition of the contract to be examined for active tuberculosis at least once every four years for as long as the employee's test remains negative.

It is understood that by signing this document the Contractor agrees that they are in compliance with this requirement.

Dated: 5/23/2019

Signature: [signature]

Printed Name & Title: Betty Ann Honda, Corp. Secretary

Company: Care Van Incorporated

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to consult and support Special Education Student 960001685, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is currently obligated to provide services for students who are Burbank residents whose IEP's require such services. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $11,250.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Professional Tutors of America, to provide comprehensive math instruction for Special Education Student 960001685, not to exceed $11,250 (01.0-65000.0-57700-11900-5850-7440000), effective June 21, 2019 through May 31, 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 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Professional Tutors of America hereinafter referred to as "Consultant."

Payee's Name: Professional Tutors of America Daytime Phone Number: [redacted] Email Address: [redacted]

Mailing Address: [redacted]

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

Board Approval: 06/20/19

Account Code: 01.0-65000.0-57700-11900-5850-744000

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 $75 per hour▪/ per day ☐/ per session ▪ for a total not to exceed $11,250 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 06/21/19 and terminating on: 05/31/21.
3. Payment Terms: Net 45 Days
4. Consultant will provide the following services:

   Consultant will provide 150 hours of compensatory education for Student 960001685.

6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

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

Tamara Schiern, Director of Special Education Date

Consultant 6/4/19 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 Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

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:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services

Background:
During the 2017/2018 and 2018/2019 school years, the District contracted with Hathaway-Sycamores Child and Family Services, a non-public agency from Pasadena, CA, to provide therapeutic services to students who attend Magnolia Park School, a Special Education Local Plan Area (SELPA) program for students with significant emotional and behavioral challenges. Magnolia Park is located on District property, adjacent to the school site of Monterey High School. The costs for student mental health services at Magnolia Park have historically been shared between three unified school districts (Burbank, Glendale, and La Canada) that comprise the Foothill SELPA. The rationale for contracting with this particular vendor was based on its ability to provide more direct on-site and community based Educational Support Services (ESS) to students enrolled at the school. ESS services are intensive mental health services provided to students during the week at school, at home and in the community.

District-Wide Goals, 2019-2020:
1.2 Continue developing and assessing intervention programs specifically for students who qualify for services as English learners, low-socioeconomic, homeless, foster youth, and Special Education students.

Discussion/Issues:
The rationale for contracting with Hathaway-Sycamores was based on their ability to provide more direct on-site and community based Educational Support Services (ESS) to students enrolled at the school. ESS services are intensive mental health services provided to students during the week at school, at home and in the community. These ESS services included twenty-four hour-a-day crisis intervention and after-care management. This embedded support team model has been successful in providing much more direct support for (all) students than had previously been provided by agencies in the past. Furthermore, this model of service delivery reduced the need for individually contracted ESS services at Magnolia Park. The current proposal is to continue with the same service delivery model for the 2019/2020 school year.

Fiscal Impact:
Not to exceed $195, 405- from Special Education Mental Health funds for the 2019/2020 school year. As per agreement between the SELPA and the District, BUSD will incur these costs (up- front) and at the end of the school year, the program's expenses will be apportioned per Average Daily Attendance

(ADA), based on District of residence, and each of the three districts will be expected to cover their students' costs.

Recommendation:

Tamara Schiern, Director of Special Education, recommends 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 $196,500 (1.0-33270.0-57500-11800-5810-7440000.) Effective August 1, 2019 through July 31, 2020, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Hathaway-Sycamores hereinafter referred to as "Consultant."

Hathaway-Sycamores [redacted] [redacted]
Payee's Name (Person or Company) Email Daytime Phone Number

Mailing Address: [redacted] [redacted] [redacted] [redacted]
City State Zip

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

Board Approval Date: 06/20/2019 Account Code: 01.0-33270.0-57500-11800-5810-7440000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $___per month ☐ / per day ☐ / per session ☒ for a total not to exceed $ 195, 405 .
2. The term of the Agreement shall be the period commencing on 08/1/2019 and terminating on 07/31/2020.
3. Consultant will provide the following services:

   To provide mental health and case management services for student who attend Magnolia Park School.

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

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

Tamara Schiern, 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 sig forms to the Assistant Superintendent, Business Services for processing.

Revised 08/10

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Ratification of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to approve the agreement for professional services to consult and support Special Education Student 960005271, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District agreed to provide these services through a confidential settlement agreement that was previously Board approved. If the District does not have qualified staff to perform specific services, it is obligated to contract outside the District for such services.

Fiscal Impact:

Not to exceed $4,950.

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education approve an agreement between the Burbank Unified School District and Stretch Your Brain, to provide services and support for Special Education Student 960005271, not to exceed $4,950 (01.0-65000.0-57700-11900-5850-7440000), effective May 28, 2019 through December 30, 2019, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

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

RATIFIED AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 21st day of June 2019 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Stretch Your Brain hereinafter referred to as "Consultant."

Stretch Your Brain [redacted] [redacted]
Payee's Name (Person or Company) Email Daytime Phone Number

Mailing Address: [redacted]
City State Zip

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

Board Approval Date: 06/20/19 Account Code: 01.0-6500.0-57700-11900-5850-7440000

The assignment **will** ☒ **will not** ☐ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period.

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 $ 4,950.
2. The term of the Agreement shall be the period commencing on 05/28/19 and terminating on 12/30/19.
3. Consultant will provide the following services:

   Consultant will provide intervention for Student 960005271. Consultant agrees to provide 4 2 hour sessions per week for a total of 56.25 hours (7 weeks) at a rate of $88 per hour for a total cost of $4,950.

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

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

Tamara Schiern, Special Education Director Date

Vicki Rekedal 6.5.19
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:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Reimbursement to Parent for Transportation (Special Education)

Background:

Student 960005248 currently attends a Non Public School (NPS) in the local area. Per Student's Individualized Educational Plan (IEP), Student is eligible to receive related services of transportation to and from school. Students' Parent has agreed to transport Student to and from school for the 2019-2020 school year.

Discussion/Issues:

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

Fiscal Impact:

The estimated cost (to-and-from school) for reimbursement of mileage to Student's Parent is $7,690.80

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 960005248 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $7,690.80, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Reimbursement to Parent for Transportation (Special Education)

Background:

Student 960001537 currently attends a Non Public School (NPS) in the local area. Per Student's Individualized Educational Plan (IEP), Student is eligible to receive related services of transportation to and from school. Students' Parent has agreed to transport Student to and from school for the 2019-2020 school year.

Discussion/Issues:

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

Fiscal Impact:

The estimated cost (to-and-from school) for reimbursement of mileage to Student's Parent is $1,098.10

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 960001537 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $1,098.10, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Reimbursement to Parent for Transportation (Special Education)

Background:

Student 130003043 currently attends a Non Public School (NPS) in the local area. Per Student's Individualized Educational Plan (IEP), Student is eligible to receive related services of transportation to and from school. Students' Parent has agreed to transport Student to and from school for the 2019-2020 school year.

Discussion/Issues:

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

Fiscal Impact:

The estimated cost (to-and-from school) for reimbursement of mileage to Student's Parent is $6,436.61

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 130003043 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $6,436.61, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Reimbursement to Parent for Transportation (Special Education)

Background:

Student 960005248 currently attends a Non Public School (NPS) in the local area. Per Student's Individualized Educational Plan (IEP), Student is eligible to receive related services of transportation to and from school. Students' Parent has agreed to transport Student to and from school for the 2019-2020 school year.

Discussion/Issues:

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

Fiscal Impact:

The estimated cost (to-and-from school) for reimbursement of mileage to Student's Parent is $7,690.80

Recommendation:

Tamara Schiern, Director, Special Education and Psychological Services, recommends that the Board of Education, approve the mileage reimbursement to the parents of special education student 960005248 to transport student from home to the Non Public School (NPS), per IEP, not to exceed $7,690.80, effective July 1, 2019 through June 30, 2020, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Tamara Schiern, Director of Special Education
PREPARED BY:	Tamara Schiern, Director of Special Education
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services, G & S Transit Management, Inc. (DBA: City Cab)

Background:

Special Education is required to provide transportation to students per their Individual Educational Program (IEP).

Discussion/Issues:

On occasion, students are transported by G & S Transit Management, Inc. (DBA: City Cab). The Special Education Department has a long history of working with this company to provide said services.

Fiscal Impact:

Not to exceed $100,000.

Recommendation:

Tamara Schiern, Director of Special Education, recommends that the Board of Education approve an agreement between the Burbank Unified School District and G & S Transit Management, Inc. (DBA: City Cab) for transportation services for Special Education Students on an as needed basis, effective July 1, 2019, through June 30, 2020, not to exceed $100,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

TRANSPORTATION AGREEMENT

THIS AGREEMENT entered into on the 1st day of July 2019 by and between the Burbank Unified School District of Los Angeles County, hereinafter referred to as the "District" and G & S Transit Management, Inc. DBA: City Cab, hereinafter referred to as the "Contractor".

WITNESSETH

That the parties hereto have mutually consented and agreed, for and in consideration of the payments to be made as herein set forth, as follows:

1. SCOPE OF WORK

The Contractor shall provide transportation services for: special education students of the Burbank Unified School District on an "as needed" basis. No other fares are to be in the taxi while the Contractor is transporting a District special education student(s), and the driver is to take the most direct routes.

2. PAYMENT/TERM

This contract shall be effective from July 1, 2019, through June 30, 2020, and shall be written for an amount not to exceed Seventy-five Thousand Dollars ($115,000.00).

3. ASSIGNMENT OF CONTRACT

The Contractor shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the Board of Education of the Burbank Unified School District.

4. DEFAULT BY CONTRACTOR

If, in the opinion of the Board of Education, the Contractor at any time during the period of this contract, persistently fails to perform satisfactorily the service called for under the contract, or persistently fails to furnish safe and satisfactory equipment or personnel satisfactory to the District representative to operate the equipment or fails to furnish evidence of insurance as required or otherwise fails or neglects to comply with the terms of the contract, the District shall notify the contractor in writing of said failure to perform satisfactorily the work called for, and if the failure shall continue to prevail the District may, without further notice or demand, make arrangements elsewhere for the service or any part thereof and hold the Contractor responsible and liable for damages which may be sustained by the District thereby.

5. FORCE MAJEURE CLAUSES

The parties to the contract shall be excused from performance hereunder during the time and to the extent that they are prevented from obtaining or performing the service by act of God, fire, strike, loss or shortage of transportation facilities, lockout or commandeering of materials, products, plants, or facilities by the government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

There shall be no obligation on the District to accept or pay for the services herein agreed to be furnished by the Contractor, on those days when, by direction of the Superintendent of the Burbank Unified School District or by order of the Burbank Board of Education, the schools of the District are closed to insure the health or safety of the pupils or for any other lawful reason.

6. DISTRICT NOT LIABLE FOR INJURIES OR DAMAGE TO PROPERTY

The District, the Board of Education of the District, and other school authorities, shall not be liable for injury to any person or persons, or for damage to any property owned by the Contractor or owned by others, arising in any manner whatever out of such transportation furnished by the Contractor.

7. HOLD HARMLESS CLAUSES

The Contractor shall hold harmless and indemnify the District, the Burbank Board of Education, its officers and employees, from every claim or demand which may be made by the reason of:

a. Any injury to person or property sustained by the Contractor or by any person, firm, or corporation, employed directly or indirectly by him upon or in connection with his operations, whatever the cause.

b. Any injury to person or property sustained by any person, firm or corporation, caused by an act, neglect, default or omission of the Contractor or any person, firm or corporation, directly or indirectly employed by him or in connection with his operations.

c. Any liability that may arise from the furnishing or use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance under this contract.

The Contractor at his own cost, expense and risk shall defend any legal proceedings that may be brought against the District, the Board, its officers and employees, on any such claim or demand, and satisfy any judgment that may be rendered against any of them.

8. INSURANCE REQUIREMENTS

The Contractor shall maintain insurance satisfactory to the District and as set forth below, during the contract period and shall furnish evidence thereof to Purchasing Services not less than 15 calendar days before new or renewed coverage is required, of each policy on liability coverage, and a Certificate of Insurance on the liability and Workers' Compensation coverage. The certificate shall:

a. Be issued to Purchasing Services, Burbank Board of Education, 1900 West Olive Avenue, Burbank, California 91506-2460. The endorsement must be mailed directly from the insurance company to the Burbank Unified School District with an original signature.

b. Include a 30-day Cancellation Clause guaranteeing that Purchasing Services will be notified of any cancellation of, or change in, the policy.

Public Liability Insurance. The Contractor shall maintain such Public Liability Insurance as will protect him from any claims for damages or personal liability injury including death, and damage to property, which may arise from operations under the contract. Such liability insurance shall:

c. Be maintained in the following Minimum Limits per occurrence:

Bodily Injury	$500,000/1,000,000
Property Damage	$500,000

d. Be extended to include as Additional Insured: The Burbank Unified School District and the Burbank Board of Education.

e. Be issued by insurance carriers satisfactory to the District with not less than the first $500,000 of bodily injury coverage and not less than the first $500,000 of property damage in a company or companies admitted to transact the business of insurance in California. All admitted carriers shall have a rating of not less than B+AAAA by the latest edition of Best's Insurance Guide.

Workers' Compensation Insurance. That Contractor shall maintain such insurance as will protect him from claims under Workers' Compensation Insurance Acts which may arise from operations under the contract.

9. PERMITS, LICENSES, LAWS AND REGULATIONS.

The Contractor and all of his employees or agents shall secure and maintain in force such licenses and permits as are required by law for furnishing the service herein listed; and shall comply with and observe all provisions of the California Vehicle Code, the State Board of Education of California, any other governmental agency, and the Board of Education of the Burbank Unified School District relating to the transportation of pupils. The contractor shall fill out and return Attachment A, contractor certification form, pursuant to education code section 45125.1.

10. CONTRACTOR NOT OFFICER, EMPLOYEE OR AGENT OF DISTRICT

While engaged in carrying out and complying with the terms and conditions of the contract, the Contractor is an independent contractor and not an officer, employee or agent of the District.

11. DRUG FREE/SMOKE FREE/ALCOHOL FREE POLICY:

All District sites are designated drug free/smoke free/alcohol free. The use or abuse of controlled substances, tobacco products and alcohol will not be tolerated.

IN WITNESS WHEREOF, the said Board of Education of Burbank Unified School District has caused this agreement to be by its duly authorized officer, in its behalf, and the said Contractor has signed this Agreement the day and year first above written.

G & S TRANSIT MANAGEMENT, INC. DBA: CITY CAB	BURBANK UNIFIED SCHOOL DISTRICT OF LOS ANGELES COUNTY, CALIFORNIA
By_____ Signature Date	By_____ Signature Date
_____ Printed Name & Title	David Jaynes Assistant Superintendent, Administrative Services Printed Name & Title

APPROVED BY THE LOCAL EDUCATION AGENCY GOVERNING BOARD ON: 6/06/2019

ATTACHMENT A – CONTRACTOR CERTIFICATION FORM

CERTIFICATION PURSUANT TO EDUCATION CODE SECTION 45125.1

The District has determined under Education Code Section 45125.1, subdivision (c), that in performing the services to this contract, Contractor's employees may have contact with pupils. As required under Education Code Section 45125.1, subdivision (a), Contract shall require their employees, including the employees, who will provide services pursuant to this contract to submit their fingerprints in a manner authorized by the Department of Justice in order to conduct a criminal background check to determine whether such employees have been convicted of or have charges pending for a felony as defined under Education Code Section 45122.1.

Contract shall not permit any employee to perform services that may come in contact with pupils under this contract until the Department of Justice has determined that the employee has not been convicted of a felony or has criminal charges pending for a felony as defined in Section 45122.1.

Contractor shall certify in writing to the District that all of its employees who may come in contact with pupils have not been convicted of or have criminal charges pending for a felony, as defined in Education Code Section 45122.1

Contractor shall defend, indemnify, protect and hold the District and its agents, officers and employees harmless from and against any an all claims asserted or liability established for damages or injuries to any person or property which arise from or are connected with or are caused or claimed to be caused by Contractor's failure to comply with all of the requirements contained in Education Code Section 45125.1, including, but not limited to, the requirements prohibiting Contractor from using employees who may have contact with pupils who have been convicted or have charges pending for a felony in Education Code Section 45122.1.

It is understood that by signing this document the Contractor agrees that they are in compliance with Education Code Section 45122.1

Dated: _____

Signature: _____

Printed Name & Title: _____

Company: _____

ATTACHMENT B – TUBERCULOSIS TEST CLEARANCE

In accordance with provisions of Section 49406 of the Education Code, Sections 3450 and 3451 of the Health & Safety Code, Sections 5163 and 5163.1 of the Public Resources Code, and Burbank Unified School District Board Policy and Administrative Regulations, all drivers transporting pupils are required as a condition of the contract to be examined for active tuberculosis at least once every four years for as long as the employee's test remains negative.

It is understood that by signing this document the Contractor agrees that they are in compliance with this requirement.

Dated: _____

Signature: _____

Printed Name & Title: _____

Company: _____

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:	June 20, 2018
SUBJECT:	Approval of School Psychology Fieldwork Agreement– Loyola Marymount University

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Background
The purpose of the School Psychology Fieldwork Agreement with Loyola Marymount University is to provide students with fieldwork experience and training through school psychology services.

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 Loyola Marymount University, which expands the pool of school psychologists. The District will provide support through fieldwork experience and training through school psychology services 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 School Psychology Fieldwork Agreement between the Burbank Unified School District and Loyola Marymount University to provide fieldwork experience and training through school psychology services, effective June 21, 2019 through June 21, 2022 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.

LOYOLA MARYMOUNT UNIVERSITY

AND

BURBANK UNIFIED SCHOOL DISTRICT

SCHOOL PSYCHOLOGY SUPERVISED FIELDWORK AGREEMENT

THIS AGREEMENT is made and entered into by and between Loyola Marymount University, hereinafter called the "UNIVERSITY," and Burbank Unified School District, hereinafter called "FIELDWORK SITE."

I. RESPONSIBILITIES OF THE UNIVERSITY

A. The UNIVERSITY will assure that the intern candidate shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of fingerprint clearance.

B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each intern candidate assigned to FIELDWORK SITE and student fieldwork experience.

C. The UNIVERSITY shall complete periodic observations and/or evaluations of the intern candidate regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.

II. RESPONSIBILITIES OF THE FIELDWORK SITE

A. The FIELDWORK SITE shall provide intern candidates with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.

B. If the FIELDWORK SITE receives a complaint from or against a participating intern candidate of unlawful discrimination or harassment (not including sexual harassment, sexual or interpersonal misconduct as defined in paragraph C and Appendix "A" below), at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, the FIELDWORK SITE will promptly notify the UNIVERSITY'S Title IX Coordinator/EEO Specialist at (310) 568-6105. The FIELDWORK SITE will provide information about the complaint to the UNIVERSITY'S Title IX Coordinator/EEO Specialist sufficient to enable the UNIVERSITY to provide the participating intern candidate with appropriate support and resources during any investigation conducted pursuant to the complaint. The

FIELDWORK SITE will promptly and thoroughly investigate the report, take prompt and effective remedial action when discrimination or harassment is found to have occurred at the FIELDWORK SITE or involving employees of the FIELDWORK SITE and will promptly notify the UNIVERSITY'S Title IX Coordinator/EEO Specialist of the outcome of any investigation.

C. The parties recognize that when an intern candidate shares with the UNIVERSITY or with an employee or agent of the FIELDWORK SITE that the participating intern candidate has experienced sexual harassment, sexual or interpersonal misconduct (defined in Appendix "A"), the UNIVERSITY has certain responsibilities it must fulfill in order to comply, as the case may be, with Title IX, the Violence Against Women Act, the Clery Act, and other relevant federal, state, or local laws. The UNIVERSITY and FIELDWORK SITE agree to the following procedures through which the FIELDWORK SITE will transmit reports of sexual or interpersonal misconduct it receives from a participating intern candidate to the UNIVERSITY.

The FIELDWORK SITE will report immediately or as soon as practicably possible to the UNIVERSITY all reports of sexual or interpersonal misconduct received by an employee or agent of the FIELDWORK SITE asserting that a participating intern candidate experienced sexual harassment, sexual or interpersonal misconduct – regardless of whether the participating intern candidate when or where the asserted sexual harassment, sexual or interpersonal misconduct was reported or occurred. The FIELDWORK SITE will report the following information as soon as is practicable to the UNIVERSITY'S Title IX Coordinator at (310) 568-6105 or, if after regular business hours (Monday-Friday, 8:00 am-5:00 pm) to the UNIVERSITY'S Department of Public Safety at (310) 338-2893.

Such reports will include:

● The name, telephone number, e-mail address and residence address of the participating intern candidate who reported that they experienced sexual harassment, sexual or interpersonal misconduct;

● The name and contact information, if known, of the individual who allegedly engaged in the sexual harassment, sexual or interpersonal misconduct, if known; and

● Description of the incident of sexual harassment, sexual or interpersonal misconduct, including location, date and time.

D. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

E. To provide for emergency health care of the intern candidate in case of accident at the expense of the intern candidate.

F. To provide all participating intern candidates with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.

H. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.

I. The FIELDWORK SITE staff shall comply with **APPENDIX "B"** regarding the FIELDWORK SITE'S supervision of UNIVERSITY intern candidates, as attached and incorporated by reference.

III. **THE PARTIES MUTUALLY AGREE**

A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.

B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences or terminate the field experience assignment of any intern candidate of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of an intern candidate, the FIELDWORK SITE shall consult with the UNIVERISITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or candidate's teaching assignment of any candidate of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reason(s) why the FIELDWORK SITE desires to have the candidate withdrawn

C. Neither party shall discriminate in the assignment of participating intern candidates on the basis of race, religious creed (including religious dress and grooming practices), color, national origin (including language and language use restrictions), ancestry, disability (mental and physical) including HIV and AIDS, legally protected medical condition (cancer-related or genetic characteristics), denial of Family and Medical Care Leave, marital status, sex (including pregnancy, childbirth, breastfeeding or related medical condition), gender, gender identity, gender expression, age 40 or over, military or veteran status, sexual orientation, genetic information or any other bases protected by federal (including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990), state or local law.

D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account

of damages to property, including loss of use thereof, arising out of or in connection with the Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its trustees, agents, or employees.

E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its trustees, agents, and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.

F. UNIVERSITY and FIELDWORK SITE each agree to maintain insurance or a program of self-insurance throughout the term of this Agreement as follows:

   i. General liability coverage, written on an occurrence form, with limits of one million dollars ($1,000,000) per occurrence and three million dollars ($3,000,000) in the aggregate, and
   ii. Professional Liability Insurance written on a claims-made form or occurrence form, with limits of one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in aggregate, and
   iii. UNIVERSITY and FIELDWORK SITE shall maintain statutory Workers' Compensation coverage on their respective employees working at FIELDWORK SITE pursuant to the Agreement. The parties agree that the intern candidates are considered learners who are fulfilling specific requirements for field experiences as art of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, intern candidates are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training, except for a stipend in the amount of a previously agreed upon amount between the UNIVERSITY and FIELDWORK SITE.
   iv. UNIVERSITY and FIELDWORK SITE shall provide certificates of insurance evidencing all coverage described herein, naming the other party as a Certificate Holder with policy endorsements for Waiver of Subrogation against the other party and naming the other party as an Additional Insured. Such evidence will be provided on a basis consistent with the other party with written notice at least thirty (30) days in advance of any material modification or cancellation of such coverage. With respect to individual policies of insurance maintained by candidates, such evidence will provide prior to the date when any new intern candidate commences participation in the Program(s).

G. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give

any right of any kind to third persons.

H. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of the said party's subsequent right to enforce any provisions contained herein.

I. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

Burbank Unified School District Sarah Niemann, Ed.D. Assistant Superintendent, Human Resources 1900 W. Olive Ave Burbank, CA, 91506	Loyola Marymount University School of Education Attn: Dr. Brian Leung 1 LMU Drive, Suite UH-1500 Los Angeles, CA 90045

J. If any term or provision of the Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.

K. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.

L. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing, signed, and dated by both parties hereto subsequent to the execution of this Agreement.

M. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be **Los Angeles County**, California.

N. This Agreement may be executed in one or more counterparts, each of which shall constitute one and the same agreement. Further, the parties may execute this Agreement via fax or electronic mail transmission. A true and correct copy of this Agreement, as executed by the parties, may be used in lieu of an original for all purposes permitted by law.

IV. TERM AND TERMINATION OF AGREEMENT

A. The TERM of this Agreement shall be effective for a three-year period from date of final signature.

B. This AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days' notice provided that

(subject to the other terms of this Agreement) all intern candidates performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the FIELDWORK SITE.

SIGNATURES:

Burbank Unified School District

Signature: _____

Name: Sarah Niemann Ed.D.

Title: Assistant Superintendent, Human Resources

Date: June 20, 2019

Loyola Marymount University

Signature: _____

Name: Thomas O. Fleming, Jr.

Title: Senior Vice President and Chief Financial Officer

Date_____

Signature_____

Name: Ramiro Euyoque

Title: Associate Dean for Business Services, School of Education

Date: _____

APPENDIX "A"

DEFINITIONS:

"Consent" is defined as the unambiguous and willing participation or cooperation in act, behavior or attitude that is commonly understood to be consistent with the exercise of free will. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other(s) to engage in the sexual activity. Consent requires participants who are lawful adults, fully conscious, equally free and legally competent to act, have clearly communicated their willingness, cooperation, or permission to participate in the specific sexual activity engaged in, are positive and clear about their desires, and are able to cease ongoing consensual activity at any time. Refusal to consent does not have to be verbal; it can be expressed with clear gestures, body language or attitude. Lack of protest or resistance does not mean consent, nor does silence mean consent. Prior sexual history between the complainant and respondent, by itself, does not constitute consent, nor does consenting to sexual activity with one person imply consent to sexual activity with another person.

Consent is not freely given if:

1. It is obtained through the use of force, through the fear of or the threat of force, through the abuse of a power positions over another (such as employment status or position within an organization) or by kidnap; or
2. A reasonable person in the position of the alleged perpetrator at the time the alleged conduct occurred should have known that the other person was unable to give consent for any of the following reasons:
    a. The individual is unable to make an informed decision as a result of the use of alcohol, drugs or other substances (including but not limited to predatory drugs or prescribed medications);
    b. The individual is unable to consciously respond for whatever reason including lack of consciousness, sleep, illness or shock;
    c. The individual is under the age of eighteen and therefore legally incapable of giving consent; or
    d. The individual is known by reason of impairment, mental condition or developmental or physical disability to be reasonably unable to consent.
3. The individual has acted or spoken in a manner which expresses a lack of consent or a refusal to consent.

The following are invalid excuses for failing to obtain affirmative consent from the Complainant:

1. The responding party's belief in affirmative consent arose from the intoxication or recklessness of the responding party; or

2. The responding party did not take reasonable steps, in the circumstances known to the responding party at the time, to ascertain whether the complaining party affirmatively consented.

"Sexual Misconduct" is defined as Sexual Assault, Sexual Exploitation, Interpersonal Misconduct, or the act of making sexual contact with the intimate body part of another person without that person's consent including as the result of sexual coercion. Intimate body parts include the sexual organs, the anus, the groin or buttocks of any person, and the breasts. Student-on-student sexual misconduct also includes sexual harassment.

"Sexual Assault" is defined to include engaging in sexual intercourse or any of the sexual activities listed below with another person without that person's consent. Sexual Assault includes, but is not limited to, rape, sexual battery, anal intercourse, oral copulation or penetration of a body cavity by a foreign object. Sexual intercourse includes the penetration, however slight, of the vagina or anus with any object or body part and of the mouth with a body part or any object in a sexual manner.

"Sexual exploitation" is sexual misconduct that occurs when a person takes unjust or abusive sexual advantage of another for his or her benefit or for the benefit of anyone other than the exploited party; and that behavior does not otherwise constitute sexual assault. Examples of sexual exploitation include, but are not limited to, invasion of sexual privacy, audio or video recording or photographing of any type (webcam, camera, Internet exposure, *etc*.) without knowledge and consent of all persons; going beyond the boundaries of consent (such as letting another person hide and watch you have consensual sex without the knowledge of the other party), engaging in unconsented voyeurism, exposing one's genitals in non-consensual circumstances; coercing another against their will to expose their genitals or breasts, and prostituting another person.

"Interpersonal Misconduct" includes Dating Violence, Domestic Violence and Stalking, as defined below

"Dating Violence" is defined in accordance with the reauthorization of the Violence Against Women Act, as violence committed by a person:

1. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2. Where the existence of such a relationship shall be determined based on the complaining party's statement with consideration of the following factors:
   a. The length of the relationship
   b. The type of the relationship
   c. The frequency of interaction between the persons involved in the relationship.

3. Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse.

Dating violence does not include acts covered under the definition of domestic

violence.

“Domestic Violence” is defined in accordance with the reauthorization of the Violence Against Women Act as a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under California law, or by any other person against an adult or youth victim who is protected from that person’s acts under California law.

“Stalking” is defined in accordance with the reauthorization of the Violence Against Women Act as engaging in a course of conduct directed at a specific person(s) that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

For the purposes of this definition “course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person’s property.

For the purposes of this definition “substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

"Sexual Harassment" for the purposes of this policy is defined as unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, physical or visual conduct by a person of either the same or opposite sex where:

- submission to or rejection of the conduct is made either an explicit or implicit condition of academic achievement and/or employment;
- submission to or rejection of the conduct is used as the basis for an academic and/or employment decision; or
- the conduct has the purpose or effect of unreasonably interfering with academic, or work performance or creating an intimidating, hostile, or offensive, living, academic, or work environment.

APPENDIX B:

INTERN PARTNERHSIP AGREEMENT

An agreement regarding the intern candidate's work during this academic year will be signed and shared by the school psychology intern candidate, the School Psychology program at Loyola Marymount University and the School District's on-site "Field Mentor," who is a credentialed school psychologist employed full time at the above School District. The document will outline responsibilities:

University Supervisor responsibilities:

1. Ensure that intern is qualified and competent for internship.
2. Meet with intern regularly to review experiences and for remediation as needed.
3. Review program expectations with field mentor at the onset of field placement.
4. Maintain regular contact with field mentor to monitor intern progress.
5. Conduct on-site visitation during the academic year at least once per semester.
6. Provide final evaluation of intern for recommendation of credential.

Field Mentor responsibilities:

1. Provide at least 2 hours of regularly scheduled supervision time each week.
2. Help the intern understand RATIONALE for actions and decisions.
3. Provide experiences and material needed for intern to complete Intern Learning Plan.
4. Keep university supervisor informed of intern's progress.
5. Provide feedback to faculty for program improvement.

If opportunities for interns to complete their Intern Learning Plan (ILP) are not feasible within the district, the intern will need to be released from the district in order to complete those activities. Such scheduling will be decided among the field mentor, intern, and university supervisor.

The duration and schedule of this internship is to conform to the academic year of the school district, and daily schedule is to conform to the hours of a typical school psychologist, unless adjusted by all parties below. School Psychology interns from LMU must not be used in place of hiring credentialed school psychologists.

There will not be pay for the intern's time at the rate of $ --0-- for --0-- days of the school year 2018-2019.

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Sarah Niemann, Ed.D, Assistant Superintendent, Human Resources
PREPARED BY:	Lori Larson, EIIP Technician
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services

Background:
Current Board Policy and Administrative Regulations address the compliance obligations of the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA). A cohesive disability management program is critical for all California employers, including the District. Consultants Shaw HR Consulting, Inc. will assist District staff with development and continued implementation of a disability management program that allows the District's continued ability to meet the compliance obligations as outlined in the ADA and FEHA legislation, as well as, Board Policy and Administrative Regulations.

Discussion/Issues:
This cost effective solution to creating a quality program will continue to mitigate the cost of compliance with FEHA/ADA. It is expected that a portion of the contract's expense will be recovered through savings to the Workers' Compensation program budget by reducing temporary disability payments and indemnity reserves. In addition, a quality disability management program can significantly reduce future liability costs.

Included within the scope of this program are a formal Return-to-Work Program, Essential Function Job Analyses, and an enhanced Interactive Accommodation Process. The Return-to-Work Program is a temporary modified duty program that serves to minimize Workers' Compensation and disability costs and keep trained and experienced workers on the job while reinforcing the District's commitment to employees' welfare. The Essential Function Job Analyses identify the essential functions and physical abilities required to perform them for certificated and classified positions. The analyses are imperative tools for use when the District is faced with the legal obligation or request to accommodate a disabled/injured applicant or employee. The Interactive Accommodation Process will provide for continued engagement through the application process, employment and while former employees are on the 39 month re-employment list.

Fiscal Impact:
The fiscal impact of a professional services agreement with Shaw HR Consulting, Inc. to perform on-going services would be an amount not to exceed $35,000.

INDEPENDENT CONTRACTOR AGREEMENT

This agreement is hereby entered into this 20th day of June in the County of Los Angeles, State of California, by and between the Burbank Unified School District, hereinafter referred to as "DISTRICT" and Shaw HR Consulting, Inc., 107 N. Reino Road, # 414, Newbury Park, California 91320, Tax ID: 45-1449198, hereinafter referred to as "CONTRACTOR." DISTRICT and CONTRACTOR shall be collectively referred to as the Parties.

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CONTRACTOR is specially trained, experienced, and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the Parties, for the consideration stated herein, mutually agree as follows:

1. Agreement Documents. The complete Independent Contractor Agreement (AGREEMENT) includes all of the Agreement documents including, the CONTRACTOR's Certificate Regarding Worker's Compensation Insurance, Insurance Policies or Certificates, this AGREEMENT, and all modifications, addenda, and amendments thereto, by this reference and are incorporated herein. The AGREEMENT documents are complementary and what is called for by any one shall be binding as if called for by all.

2. Scope. DISTRICT hereby engages CONTRACTOR as an Independent Contractor to:
Provide disability interactive process professional services, development of Essential Functions Job Analyses and generalized human resources consulting and training.

3. Term. CONTRACTOR shall commence providing services under this AGREEMENT on July 1, 2019 and diligently perform required services as described through June 30, 2020.

4. Compensation. DISTRICT agrees to pay the CONTRACTOR for services satisfactorily rendered pursuant to this AGREEMENT a total fee not to exceed thirty-five thousand dollars ($35,000.00) for the period of July 1, 2019 – June 30, 2020. DISTRICT shall pay CONTRACTOR according to the following terms and conditions:

    A. Consulting services will be billed as follows:

        1. Rachel Shaw: $350.00 per hour for consulting services and travel time, with mileage billed at the current IRS tax rate per mile. Services are billed by the tenth of the hour for work completed.
        2. All other Staff: $200.00 per hour, with mileage billed at the current IRS tax rate per mile. Services are billed by the tenth of the hour for work completed.

B. Fees for customized trainings and workshops are as follows:

1. Full day session for up to 50 participants is $6,500, plus flight, rental car and hotel fees, if incurred. Fee includes preparation call, customized training materials and word version samples for participants. For each participant over 50, an additional fee of $30 per participant applies.

Payment method shall be made as invoiced upon completion of milestone/assignment or every 30 days, whichever comes first. Payments are due within 60 days from invoice date or a 1.5% late fee will be assessed every 30 days thereafter.

Payment shall be made upon approval of DISTRICT and receipt of an invoice from CONTRACTOR. CONTRACTOR's invoice shall be sent to: Burbank Unified School DISTRICT, 1900 West Olive Avenue, Burbank, California 91506, Attention: Sarah Niemann.

5. Independent Contractor. CONTRACTOR, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONTRACTOR understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally entitled, including but not limited to, State Unemployment Compensation or Workers' Compensation Insurance. CONTRACTOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees.

6. Originality of Services. CONTRACTOR agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, and submitted to, the DISTRICT and/or used in connection with this AGREEMENT, shall be wholly original to CONTRACTOR and shall not be copied in whole or in part from any other source, except that submitted to CONTRACTOR by DISTRICT as a basis for such services.

7. Copyright/Trademark/Patent. CONTRACTOR understands and agrees that all materials produced under this AGREEMENT shall become the property of DISTRICT and cannot be used without DISTRICT's express written permission. DISTRICT shall have all right, title and interest in said matters, including the right to secure and maintain copyright, trademark and/or patent of said matter in the name of the DISTRICT.

8. Business Termination. In the event that CONTRACTOR shall cease conducting business in the normal course, become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or assets or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of creditors, then at the option of DISTRICT this AGREEMENT shall terminate and be of no further force and effect and any property or rights tangible or intangible, shall forthwith be returned to DISTRICT.

9. Termination. DISTRICT may, at any time, for any reason, terminate this AGREEMENT and compensate CONTRACTOR only for services satisfactorily rendered to the date of termination. Written

notice by DISTRICT shall be deemed given when received by the CONTRACTOR or no later then three days after the day of mailing, whichever is sooner.

DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONTRACTOR; or (b) any act by CONTRACTOR; or (b) any act by CONTRACTOR exposing the DISTRICT to liability to others for personal injury or property damage; or CONTRACTOR is adjudged a bankrupt, CONTRACTOR makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONTRACTOR's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless with five (5) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT shall upon the expiration of the five (5) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this AGREEMENT, the excess cost shall be charged to and collected from the CONTRACTOR. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later then three days after the day of mailing, whichever is sooner.

10. Duty to Provide Fit Workers. CONTRACTOR shall at all times enforce appropriate discipline and good order among their employees and shall not employ or work any unfit person or anyone not skilled in providing the services required under this AGREEMENT. It shall be the responsibility of the CONTRACTOR to ensure compliance with this section. Any person in the employ of the CONTRACTOR whom DISTRICT may deem incompetent, unfit, intemperate, troublesome or otherwise undesirable shall be excluded from providing services under this AGREEMENT and shall not again provide services except with written consent of DISTRICT

    The CONTRACTOR shall not permit an employee to come in contact with pupils until the Department of Justice has ascertained that the employee has not been convicted of a violent or serious felony. The CONTRACTOR shall certify in writing to the governing board of the DISTRICT that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony. The CONTRACTOR shall provide a list of the names of its employees who may come in contact with pupils to the governing board of the DISTRICT. (Reference California Education Code Section 45125.1.)

11. Hold Harmless. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its officers, agents and employees from every claim or demand made and every liability, loss, damage, or expense, of any nature whatsoever, which may be incurred by reason of:
    (a) Liability for damages for: (1) death or bodily injury to person; (2) injury to; loss or theft of property; or (3) any other loss, damage or expense arising out of (1) or (2) above, sustained by the CONTRACTOR or any person, firm or corporation employed by the CONTRACTOR, either directly or by independent contract, upon or in connection with the services called for in this AGREEMENT, however caused, except for liability of damages referred to above which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.
    (b) Any injury to or death of any persons, including the DISTRICT or its officers, agents and employees, or damage to or loss of any property caused by any act, neglect, default, or omission of

the CONTRACTOR, either directly or by independent contract, arising or of, or in any way connected with, the services covered by this AGREEMENT, whether said injury or damage occurs either on or off DISTRICT's property, except for liability for damages which result from the sole negligence or willful misconduct of the DISTRICT or its officers, employees or agents.

12. Insurance. CONTRACTOR shall, at CONTRACTOR'S sole cost and expense, take out prior to commencing the work, and maintain in force and effect, from the commencement of services until expiration of this AGREEMENT, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain a policy or policies of insurance covering CONTRACTOR'S and subcontractor's services and furnish to DISTRICT a certificate of insurance evidencing all

    Coverages and endorsements required hereunder. Said certificate of insurance shall be due upon executions of this AGREEMENT, or such subsequent date as agreed to by the DISTRICT. Such insurance shall be with an insurance company admitted by the Insurance Commissioner of the State of California to transact such insurance in the State of California. Minimum coverages shall be as follows.

    (a) General Liability Insurance for injuries including accidental death, to any one person in an amount not less than $1,000.000 per occurrence.
    (b) Subject to the same limit for each person on account of one accident, in an amount not less than $1,000.000 per occurrence.
    (c) Property Damage Insurance in an amount not less than $1,000,000 per occurrence.
    (d) Comprehensive Automobile Liability Insurance covering the use of all owned, non-owned and hired vehicles with combined bodily injury and property damage in an amount not less then $300,000 per occurrence.
    (e) Statutory Workers' Compensation Insurance in accordance with Sections 3700 and 3800 of the Labor code of the State of California.
    (f) A thirty (30) day written notice to DISTRICT of cancellation or reduction in coverage.

13. Assignment. The CONTRACTOR shall not assign, transfer, convey, sublet or otherwise dispose of this AGREEMENT or of its rights, title or interest in or to the same of any part thereof.

14. Compliance with Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONTRACTOR agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CONTRACTOR, CONTRACTOR's business, equipment and personnel engaged in operations covered by this AGREEMENT or accruing out of the performance of such operations.

15. Conflict of Interest. CONTRACTOR affirms that to the best of his/her knowledge, there exists no actual or potential conflict between CONTRACTOR's family, business, or financial interest and the services provided under this AGREEMENT, and in the event of change in either private interests or services under this AGREEMENT, any question regarding possible conflict of interest which may arise as a result of such change will be raised with the DISTRICT. CONTRACTOR shall not be in a reporting relationship to a DISTRICT employee who is near relative, nor shall a near relative be in a decision-making position with respect to the CONTRACTOR.

16. Affirmative Action Employment. In the performance of the terms of this AGREEMENT CONTRACTOR agrees that it will not engage in, nor permit such subcontractor as it may employ to engage in, unlawful discrimination in employment of persons because of the race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons.

17. Notice. All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served or if mailed on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

    At the date of this AGREEMENT, the addresses of the parties are as follows:

CONTRACTOR:	DISTRICT:
Shaw HR Consulting, Inc.	Burbank Unified School District
107 N. Reino Road, #414	1900 West Olive Avenue
Newbury Park, CA 91320	Burbank, CA 91506
Attention: Rachel Shaw, President	Attention: Sarah Niemann, Ed.D Asst. Superintendent, HR

18. Non-Waiver. The failure by any one of the Parties to require performance of any provision shall not affect that Party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

IN WHITNESS WHEREOF, the Parties hereto have executed this Agreement as to the date herein:

CONTRACTOR:	DISTRICT:
Shaw HR Consulting, Inc.	Burbank Unified School District
By: _____ Authorized Signature	By: _____ Authorized Signature
Print Name: Rachel Shaw	Print Name: _____
Title: President	Title: _____
Date: _____	Date: _____
Tax ID: 45-1449198	

Recommendation:

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Shaw HR Consulting, Inc., to perform services related to the District's disability management program, not to exceed $35,000 (01.0-90335.0-00000-27000-5880-7558000) effective July 1, 2019 through June 30, 2020 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

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 Services

PREPARED BY: Lori Larson, EIIP Technician

SUBMITTED BY: Cindy Quiterio, Executive Assistant, Human Resources

DATE: June 20, 2019

SUBJECT: Approval of Agreement for Professional Services

Background:
The purpose of the Agreement for Professional Services of Independent Contractor with Providence Health System – Southern California [DBA Providence Saint Joseph Medical Center (PSJMC)] is to provide post-offer, pre-employment, back screen examinations of certificated and classified employees.

Discussion/Issues:
Providence Saint Joseph Medical Center has provided the District with local occupational health services in the form of pre-employment back screening examinations and other related services. These services are provided in their Pacific Avenue location.

The term of the agreement is as follows:

July 1, 2019 through June 30, 2020

Financial Impact:
The financial impact to the District is dependent upon hiring requirements of the District and specific classification requirements. Incurred charge is $120.00 per examination.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve the Agreement for Professional Services of Independent Contractor between the Burbank Unified School District and Providence Health System – Southern California (DBA Providence Saint Joseph Medical Center) to cover the periods of July 1, 2019 through June 30, 2020 and that authority to sign the Agreement for Professional Services be exercised pursuant to BUSD – AR 3314, as presented.

Burbank Unified School District
AGREEMENT FOR PROFESSIONAL SERVICES OF INDEPENDENT CONTRACTOR

THIS AGREEMENT, made and entered into this 20th day of June, by and between

NAME:	PROVIDENCE HEALTH SYSTEM – SOUTHERN CALIFORNIA
DBA:	PROVIDENCE SAINT JOSEPH MEDICAL CENTER PROVIDENCE SAINT JOSEPH OCCUPATIONAL HEALTH CENTER
STREET ADDRESS:	3413 Pacific Avenue
CITY:	Burbank, California 91502

hereinafter referred to as the Contractor and Burbank Unified School District of Los Angeles County, hereinafter referred to as the District,

W I T N E S S E T H:

WHEREAS the District is authorized by Government Code Section 53060 to contract with an independent contractor specially trained to perform special professional services required; and

WHEREAS the Contractor provides personnel who are specially trained and experienced and competent to perform the special professional services pursuant to this agreement;

The parties hereto contract and agree as follows:

1. PERIOD OF AGREEMENT shall be from July 1, 2019 to June 30, 2020 for a variable number of sessions within that period. The agreement shall be subject to cancellation by either party on thirty (30) days written notice to the other, delivered to the last known address of the other party.
2. SERVICE TITLE of this Contractor shall be provider of Occupational Health Services – Special Examinations: Back Screens.
3. DUTIES OF CONTRACTOR shall be:
    a. Provide job-simulation back screen examinations consistent with State and Federal law.
    b. Advise Superintendent of Schools or designee on medical matters related to such screening(s).
4. PAYMENT BY THE DISTRICT The District shall pay the Contractor at the rate of $120.00 per back screen. Payment to the Contractor shall be as billed monthly. The Contractor shall submit and invoice in duplicate to the District, upon completion of the services, indicating that services required were performed. The Contractor shall assume all expenses, including but not limited to, travel expenses, included by him in performance under this contract.
5. AUTHORIZED DISTRICT REPRESENTATIVE Questions concerning the special services to be performed and the program in general will normally be referred by the Contractor to the Staff Representative authorized by the Superintendent. However, with regard to this contract, the Superintendent of Schools shall serve as the Chief Executive Officer and Representative of the Board of Education in all major matters relating to these contract provisions.

6. LIABILITY The District shall not be liable to the Contractor for personal injury or property damage sustained by the Contractor in the performance of this contract whether caused by the District, its employees, pupils or by any third persons.
7. CONTRACTOR NOT OFFICER, EMPLOYEE OR AGENT OF DISTRICT While engaged in performance of this contract, the Contractor is an independent contractor and is not an officer, employee or agent of the District.
8. THERAPIST PROVIDER Contractor will arrange for the provision of back screen professional services through the Management and Professional Services Agreement for Physical/Occupational Therapy ("PSA") that it has with Therapeutic Associates, Inc. Contractor agrees that under the PSA, Therapist Providers will be required to maintain, on an unrestricted basis: A.) Licensure as a therapist or assistant in the State of California; and B.) Participating provider status with Medicare and Medi-Cal Programs.

WITNESS the parties hereto the day and year first above written.

- Contractor -	- District -
PROVIDENCE HEALTH SYSTEM – SOUTHERN CALIFORNIA DBA: PROVIDENCE SAINT JOSEPH MEDICAL CENTER and PROVIDENCE SAINT JOSEPH OCCUPATIONAL HEALTH CENTER	BOARD OF EDUCATION OF THE BURBANK UNIFIED SCHOOL DISTRICT OF LOS ANGELES COUNTY
By: _____ Kelly M. Linden, Chief Executive Officer Providence Saint Joseph Medical Center	By: _____ Matt Hill, Superintendent of Schools
By: _____ Glenn Bales, Chief Financial Officer Providence Saint Joseph Medical Center	

Charge to:
01.0-00000.0-00000-72000-5861-7401000
12.0-61050.0-00000-27000-5861-7540000
61.0-53100.0-00000-37000-5861-7490000
11.0-00639.0-00000-27000-5861-5330000
01.0-65000.0-50010-27000-5861-7441000
01.0-00000.0-00000-72000-5862-7401000
01.2-90335.0-00000-27000-5862-7558000
01.0-00000.0-00000-72000-5864-7401000
12.0-60600.0-00000-72000-5861-7540000
12.0-60550.0-00000-27000-5861-7540000
01.0-00000.0-00000-72000-5861-7552000

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:	Lori Larson, EIIP Technician
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services

Background:
The purpose of the Agreement for Professional Services of Independent Contractor with Concentra is to provide post-offer, pre-employment physical examinations and special examinations, to include but not be limited to, drug screens, back screens, fit-for-duty and first aid only examinations, of certificated and classified employees.

Discussion/Issues:
This agreement provides the District with local occupational health services in the form of pre-employment physicals and screenings, fit-for-duty physicals, first aid only examinations and other related services. Concentra shall also advise the Superintendent of Schools or designee on medical matters. These services were previously provided by U.S. HealthWorks, however, with the Board's approval, effective March 25, 2019 the agreement was automatically assigned to Occupational Health Centers of California, A Medical Corporation ("Concentra"). This is the result of the corporate transitions related to a 2017-announced agreement to merge Concentra and U.S. HealthWorks.

Financial Impact:
The financial impact to the District is dependent upon hiring requirements of the District and specific classification requirements as well as frequency of need for special examinations. Commonly incurred charges are pre-employment physicals to be charged at $83.50, drug screenings to be charged at $60.00 and back screens which will range in price based on classification.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve an 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, 2019–June 30, 2020 and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

Burbank Unified School District
AGREEMENT FOR PROFESSIONAL SERVICES OF INDEPENDENT CONTRACTOR

THIS AGREEMENT, made and entered into this _20th_ day of June, by and between

NAME: Concentra
STREET ADDRESS: 5080 Spectrum Drive, Suite 1200W
CITY: Addison, Texas 75001

hereinafter referred to as the Contractor and Burbank Unified School District of Los Angeles County, hereinafter referred to as the District,

W I T N E S S E T H:

WHEREAS the District is authorized by Government Code Section 53060 to contract with an independent contractor specially trained to perform special professional services required; and

WHEREAS the Contractor provides personnel who are specially trained and experienced and competent to perform the special professional services pursuant to this agreement;

The parties hereto contract and agree as follows:

1. PERIOD OF AGREEMENT shall be from July 1, 2019 to June 30, 2020, for a variable number of sessions within that period. The agreement shall be subject to cancellation by either party on thirty (30) days written notice to the other, delivered to the last known address of the other party.
2. SERVICE TITLE of this Contractor shall be provider of Occupational Health Services.
3. DUTIES OF CONTRACTOR shall be:
    a. Provide pre-employment/post offer job-specific physical examinations consistent with State and Federal law.
    b. Special job-specific examinations consistent with State and Federal law.
    c. Advise Superintendent of Schools or designee on medical matters.
4. PAYMENT BY THE DISTRICT The District shall pay the Contractor at the rate of $83.50 per pre-employment physical; up to $60.00 for drug screens and, up to $150.00 per special examination. (Any amount exceeding $150.00 must be preapproved by the District.) Payment to the Contractor shall be as billed monthly. The Contractor shall submit and invoice in duplicate to the District, upon completion of the services, indicating that services required were performed. The Contractor shall assume all expenses, including but not limited to, travel expenses, included by him in performance under this contract.
5. CREDIT AND PAYMENT Payment for services will be received by Contractor within thirty (30) days of invoice date, unless otherwise agreed to by parties. Any invoiced amount remaining unpaid after such date will be deemed “past due”.
6. AUTHORIZED DISTRICT REPRESENTATIVE Questions concerning the special services to be performed and the program in general will normally be referred by the Contractor to the Staff Representative authorized by the Superintendent. However,

with regard to this contract, the Superintendent of Schools shall serve as the Chief Executive Officer and Representative of the Board of Education in all major matters relating to these contract provisions.

7. LIABILITY The District shall not be liable to the Contractor for personal injury or property damage sustained by the Contractor in the performance of this contract whether caused by the District, its employees, pupils or by any third persons.
8. CONTRACTOR NOT OFFICER, EMPLOYEE OR AGENT OF DISTRICT While engaged in performance of this contract, the Contractor is an independent contractor and is not an officer, employee or agent of the District.
9. PHYSICIAN PROVIDER The parties acknowledge that Contractor does not and cannot employ the physicians who will be providing professional services under this Agreement (the "Physician Providers"), due to the corporate practice of medicine laws in the State of California. However, Contractor will arrange for the provision of such professional services by Physician Providers through a Professional Services Agreement ("PSA") with them. Contractor agrees that under the PSA, and Physician Provider will be required to have a valid certificate to practice medicine and surgery issued by the California State Board of Medical Examiners.

WITNESS the parties hereto the day and year first above written.

- Contractor -	- District -
Concentra	BOARD OF EDUCATION OF THE BURBANK UNIFIED SCHOOL DISTRICT OF LOS ANGELES COUNTY
By: _____	By: _____
Minh Q. Nguyen, President	Matt Hill, Superintendent of Schools

Charge to: 01.0-00000.0-00000-72000-5861-7552000
11.0-00639.0-00000-27000-5861-5330000
12.0-60600.0-00000-27000-5861-7540000
12.0-61050.0-00000-27000-5861-7540000
12.0-60550.0-00000-27000-5861-7540000
13.0-53100.0-00000-37000-5861-7490000
01.0-65000.0-50010-27000-5861-7441000
01.0-00000.0-00000-72000-5862-7552000
01.0-90335.0-00000-27000-5862-7558000
01.0-00000.0-00000-72000-5860-7552000
01.0-00000.0-00000-72000-5861-7552000
01.0-00000.0-00000-72000-5860-7551000

Burbank Unified School District
Department of Student Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Stacy Cashman, Director, Student Services
PREPARED BY:	Stacy Cashman, Director, Student Services
SUBMITTED BY:	Melinda Drechsler, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Amendment of Agreement for Consultant Services

Background:
The District contracts with an agencies to provide other health and support services on an "as needed" basis when the District does not have qualified staff available for students on 504 plans. Student Services requests the following master blanket purchase order be ratified by the Board of Education to cover the Consultant listed below.

Discussion/Issues:
The implementation of this agreement will not affect the District's internal accounting controls. Each invoice received requires the same documentation in order to issue payment to the consultant. The required documentation includes a signed Consultant Service Agreement approving the services for a student, an audited and approved Authorization for Payment form and invoice.

Fiscal Impact:
Not to exceed $19,000 (formerly $15,000) funded from Student Services special uses account string.

Recommendation:
Stacy Cashman, Director, Student Services, recommends that the Board of Education amend the agreement for consultant services between the Burbank Unified School District and Behavioral Learning Center, Inc. to provide other health and support services on an "as needed" basis when other qualified staff are not available effective December 1, 2018 through June 30, 2019, not to exceed $19,000 (01.0-00000-11100-10000-5810-7452000), and that the authority to sign the agreement be exercised pursuant to BUSD/AR 3314, as presented.

Note: This Amendment increases the current consultant agreement to $19,000 to pay one final invoice. The original agreement was Board approved on April 18, 2019.

BURBANK UNIFIED SCHOOL DISTRICT

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

AMENDED AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 1st day of December, 2018 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Behavioral Health Consultants, LLC, Inc.,hereinafter referred to as "Consultant."

Behavioral Learning Center, Inc.	26-0322469	661-254-7086
Payee's Name (Person or Company)	Social Security or Federal I.D. #	Daytime Phone Number

Mailing Address: 28245 Crocker Ave., Suite 220	Valencia	CA	91355
	City	State	Zip

Sponsoring Administrator: Stacy Cashman	Director		Student Services
Print Name	Title	Signature	Location

Board Approval Date: ~~April 18, 2019~~ June 20, 2019 Account Code: 010-00000.0-11100-10000-5810-7452000

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

WITNESSETH:

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

1. The Consultant agrees to perform the following services for the District, at a rate of $ per rate sheet per hour ☒ / per day ☐ / per session ☐ for a total not to exceed ~~$15,000.00~~ $19,000.00
2. The term of the Agreement shall be the period commencing on December 1, 2018 and terminating on June 30, 2019.
3. Consultant will provide the following services:

   The consultant will provide other support services on an "as needed" basis when the District does not have qualified staff available for students on 504 plans.
   AMENDMENT: INCREASING FOR AN ADDITIONAL $4,000
4. The Consultant shall provide an invoice to the Assistant Superintendent, Business Services of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

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

Fiscal Services Administrator	Date	Consultant	Date

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

Burbank Unified School District
Educational Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Director, Secondary Education
PREPARED BY	John Paramo, Director, Secondary Education
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement with Family Service Agency of Burbank to Provide School-Based Counseling Services

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Background:

The Family Service Agency of Burbank (FSA) provides counseling services to members of the Burbank community. FSA has also been providing group and individual counseling services to students at all elementary and secondary schools in Burbank. Most of these programs have been supported by funding from the City of Burbank and FSA, and school staff has reported very positive results. FSA began to expand counseling services to include elementary schools in 2007 starting with Providencia Elementary. For the past several years, FSA has been providing these services to all elementary, secondary schools, and on alternative campuses.

District-wide Goals (2018/2019):

1.6 Develop new and strengthen existing relationships with community partners to support our students

Discussion/ Issues:

The Burbank City Council recommended that the City of Burbank continue to fund the counseling services provided by FSA needed at all schools in the Burbank Unified School District for the 2019-2020 school year. The City of Burbank has agreed to provide $245,000 for this program. Additional funding will be provided by Family Service Agency to support these services, as well as $30,000 from the District LCAP Supplemental funds.

FSA staff will meet with students during the school day as resources allow. Students will receive group counseling and/or individual counseling referrals to be made by a school counselor, psychologists, teacher, assistant principal, principal or parent. Students will be eligible for counseling services when their parents or guardians have signed Informed Consent and Release of Information forms. The overall goal will be to promote skills that build resiliency and improve the student's ability to succeed.

Fiscal Impact:
The contract period will be effective July 1, 2019 through June 30, 2020. The District will contribute $30,000 of LCAP Supplemental Funds to support these counseling services provided by FSA.

Recommendation:
John Paramo, Director, Secondary Education recommends that the Board of Education approve the Agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to provide individual and group counseling to elementary and secondary school pupils, as required, effective July 1, 2019 through June 30, 2020, not to exceed $30,000 (01.0- 01500.0-71500-31100-5810-7422000), and that authority to sign the agreement be exercised pursuant to BUSD - AR 3314, as presented.

Family Service Agency of Burbank

ELEMENTARY, MIDDLE & HIGH SCHOOL
AGREEMENT FOR SCHOOL BASED COUNSELING

This agreement made and entered into this twentieth day of June, 2019 between Burbank Unified School District, hereinafter referred to as District, and Family Service Agency of Burbank, herein after referred to as FSA for the purpose of providing counseling services to all "District" Schools as allowed by program and resources.

Evidence of Need

Regrettably, it is no longer a surprise that most, if not all, present day human-driven catastrophes experienced on our nation's school campuses and in our communities has mental health underpinnings.

Our Burbank students know it. They have communicated their need for mental health support formally through the Mayor's Youth Task Force in the Teen Summit findings of 1999/2006. Hundreds of participating youth continue to reinforce the Teen Summit findings each year on Challenge Day as they reveal the critical issues they silently carry with them each day. District teachers, counselors, administrators know our students critical need for support. Burbank's youth educators, as a community, have deemed the presenting issues critical enough to welcome/request our services on 18 of 18 District campuses and refer hundreds of their students each year for treatment. This time-tested, time-proven partnership has allowed those professionals who spend the most amount of time with our youth - our educators to expect that time with a program counselor will result in a better-prepared youth. Better prepared to live, learn, and meet the challenges of their young and unfortunately all too often complicated lives.

And make no mistake the challenges are significant! The Department of Health & Human Services statistics cite that mental health problems affect 1 in every 5 young people and it is estimated that two-thirds of youth with mental health problems are not getting the help they need. These studies indicate that 20% children and adolescents may have a diagnosable disorder.

The number of children who have mental disorders is estimated to range from 7.7 million to 12.8 million. As many as one in every 33 children may have clinical depression and the rate of depression among adolescents may be as high as one in eight. (Mental Health America website 2/5/11.) According to a 2006 study by the Child Study Center

at the New York University School of Medicine, "serious emotional disturbance affects 1 in every 10 young people, but an estimated two-thirds are not getting the help they need and only 1 out of every 5 children with a psychological disorder gets treatment. Half of all cases of adults with psychological disorders report that it started before age 14. More children suffer from psychological illness than from leukemia, diabetes, and AIDS combined.

Clearly our young citizens are in need of support beyond the classroom if they are to develop into the adults of tomorrow best prepared to lead and participate in our community's future. In response, this remarkable partnership has been formed. We do this as a reflection of our committed to the sustained health and welfare of our youth, families, schools and community! Burbank is not unique in the issues that face our youth. What has set us apart and has resulted in naming Burbank one of the 100 Best Communities for youth, is not what isn't - *but what* is l Not that we do not share similar challenges and concerns found in other community's nationwide but that we have consistently partnered to prevent and provide interventions to meet every challenge.

Program Description

FSA will provide individual and/or group counseling, as resources allow, to students on District school campuses. Youth counseling issues identified in prior years, and supported by the Mayor's Youth Task Force in the Teen Summit findings of 2001 and 2005, remain. In order to identify and assess needs The Mayor's Youth Task Force compiled a youth issues matrix. It was evident on the matrix that access to professional counseling and mental health support are of significant concern to our youth community. The issues identified on the matrix included: depression, self-esteem, anger-management, isolation and alienation, substance abuse, dating violence, bullying and violence, family communication and relationships.

Individual sessions will focus on depression, self-esteem, isolation and alienation, substance abuse, dating violence, family communication and relationships and anger management. Community need and available resources will determine annual contract enrollment. Students will be eligible for intervention when their parents sign and return FSA's Informed Consent and Release of Information forms.

Goals and Objectives

The overall goal of interventions will be to promote skills that will improve the pupil's ability to succeed. More specifically, the groups will address topics such as depression, anger management, isolation and alienation, conflict resolution, problem-solving skills, tolerance, self-respect, and stress reduction.

Costs and Additional Resources

In addition to the District's commitment FSA has been awarded monies by The City of Burbank/ City of Burbank for program services. FSA will fundraise throughout the year in an effort to sustain quality care.FSA will also seek additional funding sources that could allow for expanded/ deepened services, to best meet the needs of our community's youth and families. These expanded services may include additional groups, individual, family counseling and/ or case management and community advocacy services.

Program Participation

The program will provide intervention services for students enrolled on "District" School campuses who have been determined appropriate for interventions by the District and FSA staff. 350 elementary, middle,and/or high school youth will be directly impacted by the program. Those indirectly impacted; classmates, teachers, school community, family, neighborhoods, and the greater Burbank community are immeasurable, yet significant.

Students will rotate in and out of the program. While the focus of treatment will be on the youth, parent(s) will be involved as needed to reinforce and support treatment.

Program Location

The services will be provided on District campuses. Under special clinical circumstances agency-based services may be deemed more appropriate.

Dates of Implementation and Completion

The program, which will coincide with the school calendar, will be implemented in July 1, 2019 and will be completed by June 30, 2020.

Staffing

The program will utilize the appropriate level of clinical, educational and administrative staff necessary to complete the scope of work.

Equipment and Supplies

Equipment and supplies will be supplied by FSA.

GENERAL PROVISIONS

Modifications and Amendments

This contract may be modified or amended by a written document executed by FSA and District. Changes in the administration agreements of the contract which do not alter the counseling services may be made at any time during the term of the contract, as mutually agreed by the FSA and the District.

Independent "FSA" Status
While engaged in carrying out and complying with the terms and conditions of Agreement, FSA is an independent contractor and not an officer, employee, or agent of the District.

Termination
To terminate the contract either party shall give one-hundred and twenty, (120) calendar day's written notice.

Inspection and Audit
"FSA" shall provide reasonable access to or forward of any relevant books, documents, papers, reports, records, or other matter relating to the contract upon reasonable request by the District. FSA adheres to all current state confidentiality laws regulating the provision of mental health service.

Indemnification
FSA shall, at its own expense, cost, defend, hold harmless and indemnify District and its officers, agents, and employees from all liabilities and claims for damages for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of FSA, its agents, or employees.

The "District" shall, at its own expense, cost, defend, hold harmless and indemnify "FSA" and its officers, agents, and employees from all liability and claims for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of "District," its agents, or employees.

Insurance
During the entire term of this contract and any extension or modification thereof, FSA shall keep in effect a policy or polices of comprehensive general liability insurance, $2,000,000 for each person. Not later than the effective date of this contract, FSA shall provide District with satisfactory evidence of insurance, including a provision for thirty (30) calendar day's written notice to "District" before cancellation or material change, evidencing the above specified coverage. The FSA shall at its own cost and expense procures and maintains insurance under Worker's Compensation Law. All policies will name the "District" as Additional Insured.

Notices
All notices provided for by this contract shall be in writing and may be delivered by certified or registered mail, postage prepaid. Notices to "District" shall be addressed to the Superintendent, for contracts. Notices to FSA shall be addressed to FSA's address designated

herein. The effective date of notice shall be the date of the postmark.

PAYMENT PROVISIONS

Payment
Payment invoices will be submitted to District itemizing services rendered monthly. Such invoices shall be payable upon thirty days of receipt. Payment will not exceed the amount committed ($30,000.00) for the contract year 2019-20.

Audit Exceptions
FSA agrees to accept responsibility for receiving, replying to, and/or complying with any related audit exceptions by appropriate state or federal audit agencies occurring as a result of FSA's performance of this contract. FSA also agrees to pay the District within thirty {30) days of demand by District the full amount of District's liability to the state, if any, resulting from any audit exceptions, to the extent such are attributable to the FSA's failure to perform properly any of its obligations under this contract. The audit conducted by any appropriate state or federal audit agency shall conform to generally accepted accounting standards and principles.

CONFIDENTIALITY OF INFORMATION
FSA shall regard all information received during the performance of services pursuant to the agreement as confidential and shall not disclose such information to any person without prior written consent. FSA adheres to all current state confidentiality laws regulating the provision of mental health services.

IN WITNESS WHEREOF, the parties hereto have executed this agreement to be as of the day and year first above written.

This contract is effective July 1, 2019 and terminates at 12:00 p.m. on June 30, 2020 unless sooner terminated as provided herein.

BURBANK UNIFIED SCHOOL "DISTRICT"

SIGNATURE: _____DATE _____
Matt Hill, Superintendent

FAMILY SERVICE AGENCY OF BURBANK

SIGNATURE: _____ DATE_____
Laurie Bleick, Executive Director

Burbank Unified School District
Educational Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Director, Secondary Education
PREPARED BY:	John Paramo, Director, Secondary Education
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement with Family Service Agency of Burbank to Provide High School Student Care Centers.

Background:
During the 2015/2016 school year, Family Service Agency of Burbank (FSA) opened an on-site Wellness Center at Burbank High School (BHS). An additional on-site Wellness Center was opened at John Burroughs High School (JBHS) in the spring of 2017. These Wellness Centers were opened because of an identified need to offer students a tranquil and supportive respite to collect their thoughts and share their feelings in an environment staffed with therapists from FSA. Since opening, the programs at both schools have served hundreds of students and have become a valuable resource for the District. After the 2017-18 school year, the name, "Wellness Center," at each comprehensive high school was changed to "Student Care Center."

District Goals (2018-219):
7.9: Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:
It is the District's intention to fund the administrative and counseling costs on an annual basis for the Student Care Centers at John Burroughs High School and Burbank High School. To fund the level of support necessary to operate these programs, including on-site therapists as well as agency administrative support, it is estimated that the total costs will be approximately $100,000 per year.

For the 2019-20 school year, the District's proposed fiscal source for this program, is federal Title IV funds and Medi-Cal Administrative Activities (MAA) funds For the 2019-2020 school year, FSA provided the District with the following quantitative data:

- 1762 students visited the Student Care Centers at Burbank High School and John Burroughs High School, for a total of 14,927 visits.

The following table represents only the distribution of BUSD's funds for the provision of Student Care Centers (formerly called Wellness Centers) program services at both Burbank High School and John Burroughs High School for the 2018-2019 school year.

Position / Title	# of Personnel	Full Time (F/T) or Part Time (P/T)	Time Allocation	Cost
Center Director (G.G.)	1	P/T	10%	$8,000
Center Coordinator / Lead Counselor (T.F.)	1	F/T	100%	$57,000
Clinical Supervisor (G.H)	1	P/T	25%	$14,500
*Counselor Expense	3 x 30 hrs. /week.	F/T Equivalent		$10,000
Administrative / Development / Support Services		P/T		$10,500
Total BUSD Expense				$100,000
Center Dedicated Clinician *Licensed* (One time expenditure for 2018-2019)	2 x15 hrs	F/T	50%	$40,000

**includes training and program expenses.*

Fiscal Impact:
The contract period will be effective July 1, 2019 through June 30, 2020. The District will provide $100,000 for counseling and administrative services at the JBHS and BHS Student Care Centers.

Recommendation:
John Paramo, Director, Secondary Education recommends that the Board of Education approve an agreement between the Burbank Unified School District and the Family Service Agency of Burbank, to continue to provide counseling and administrative services at the JBHS and BHS Student Care Centers, effective July 1, 2019 through June 30, 2020, not to exceed $100,000, (010-41270.0-00000-31100-5850-7719000) Federal Title IV funds, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented



Family Service Agency of Burbank

BURBANK HIGH SCHOOL AND JOHN BURROUGHS HIGH SCHOOL
AGREEMENT FOR STUDENT CARE CENTER
DEVELOPMENT, MANAGEMENT, AND STUDENT SERVICES

This agreement made and entered into this nineteenth day of July, 2018, between Burbank Unified School District, hereinafter referred to as "District," and Family Service Agency of Burbank, hereinafter referred to as "FSA," for the purpose of providing program development, management and services for both schools Student CARE Center hereinafter referred to as "The Centers" at Burbank High School and John Burroughs High School, hereinafter referred to as BHS and JBHS, respectively.

PROGRAM DESCRIPTION

The Centers will facilitate the growth and development of students with respect for the individual, cultural, and spiritual differences of all.

The Mission of "The Centers" on campus is to provide all students a confidential therapeutic environment where they can decompress, receive situational support, psycho-educational interventions and, when beneficial, links to mental health care.

The Center staff will be available to students on campuses daily 10-4 Monday thru Friday, before and after school hours, weekends, and during vacations byway of the CENTER'S designated cell phone, and/or by directly contacting FSA. A clinical emergency occurring afterhours is best directed to local medical professionals or the Burbank Police Department Mental Health Evaluation Team. A study is planned to evaluate hours, as stated, and adjustments will be made based on need revealed.

The District will support opportunities to inform parents and staff of The Centers' presence and mission on campus.

GOALS & OBJECTIVES

Service goals include:

- To provide brief situational support/counseling through a model that focuses on strengths to formulate solutions to the challenges of high school life and beyond.
- To offer early psycho-intervention in circumstances that could lead to a negative personal outcome.
- To provide life skills educational support to enhance performance and personal effectiveness.
- To provide a student-referred link to no-cost individual/group therapy offered by FSA's on-campus School-based Counseling Program.
- To provide parent consultation and referrals for mental health services that exceed our scope of the Student Care Center's care, as needed.

Future Center Service goals include, *as resources allow:*

- To provide intervention in crisis and emergency circumstances throughout the academic year.
- To increase awareness of suicide, its risk factors, and ability to respond to someone exhibiting suicide warning signs.
- To develop and expand stress management programs for students that increases knowledge and skills manage mental health issues that interfere with personal achievement.
- To provide faculty, staff, and parents with informative presentations on mental health issues related to student needs/concerns.
- To provide consultative support to faculty, staff, administrators, and campus offices.
- To train and support a Peer Educators/Counselors Program to provide peer support and campus programs that foster "safe and healthy choices."
- To implement and expand a range of programs, for students, staff and parents, which will be directed toward adolescent health and wellbeing.

CENTER PARTICIPATION

The Centers welcome all JBHS and BHS students. In order to preserve the safety and well-being of students and The Centers' mission, FSA reserves the right to place conditions or exclude those students who consistently fail to demonstrate the ability or willingness to adhere to The Centers' policies and procedures.

The District will inform parents of The Center's existence and mission on both High School campuses. District and site representatives will schedule quarterly meetings with FSA to ensure that there is clear communication and agreement about the referral process and the operation of the Centers.

PROGRAM LOCATIONS

The Centers' are located on Burbank and John Burroughs High School campuses. District will provide for the daily maintenance of the space. FSA will continue to improve the space as needed to support current and future work.

DATES OF IMPLEMENTATION AND COMPLETION

The Center's on-site schedules will coincide with the school calendar. This contract may be renewed annually.

STAFFING

The program will utilize the appropriate level of clinical, educational, and administrative staff necessary to complete the scope of work.

EQUIPMENT AND SUPPLIES

Equipment and supplies will be supplied by FSA.

GENERAL PROVISIONS

INDEPENDENT FSA STATUS

While engaged in carrying out and complying with the terms and conditions of Agreement, FSA is an independent contractor and not an officer, employee, or agent of District.

TERMINATION

To terminate the contract either party shall give one hundred and twenty, (120) calendar day's written notice.

INSPECTION AND AUDIT

FSA shall provide reasonable access to or forward of any relevant books, documents, papers, reports, records, or other matter relating to the contract upon reasonable request by District. FSA adheres to all current state confidentiality laws regulating the provision of mental health services.

AUDIT EXCEPTION

"FSA" agrees to accept responsibility for receiving, replying to, and/or complying with any related audit exceptions by appropriate state or federal audit agencies occurring as a result of "FSA's" performance of this contract. "FSA" also agrees to pay the "District" within thirty (30) days of demand by "District" the full amount of "District's" liability to the state, if any, resulting from any audit exceptions, to the extent such are attributable to the "FSA's" failure to perform properly any of its obligations under this contract. The audit conducted by any appropriate state or federal audit agency shall conform to generally accepted accounting standards and principles.

MODIFICATIONS AND AMENDMENTS

This contract may be modified or amended by a written document executed by FSA and District. Changes in the administration agreements of the contract which do not alter the counseling services may be made at any time during the term of the contract, as mutually agreed by the FSA and District.

INDEMNIFICATION

FSA shall, at its own expense, cost, defend, hold harmless and indemnify District and its officers, agents, and employees from all liabilities and claims for damages for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of FSA, its agents, or employees.

The "District" shall, at its own expense, cost, defend, hold harmless and indemnify "FSA" and its officers, agents, and employees from all liability and claims for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of "District," its agents, or employees.

INSURANCE

During the entire term of this contract and any extension or modification thereof, FSA shall keep in effect a policy or polices of comprehensive general liability insurance, $2,000,000 for each person. Not later than the effective date of this contract, FSA shall provide District with satisfactory evidence of insurance, including a provision for thirty (30) calendar days written notice to District before cancellation or material change, evidencing the above specified coverage. FSA shall, at its own cost and expense, procures and maintain insurance under Worker's Compensation Law. All policies will name District as Additional Insured.

NOTICES

All notices provided for by this contract shall be in writing and may be delivered by certified or registered mail, postage prepaid. Notices to District shall be addressed to the Superintendent, for contracts. Notices to FSA shall be addressed to FSA's address designated herein. The effective date of notice shall be the date of the postmark.

PAYMENT PROVISIONS

The District will pay FSA the amount of $100,000 for the fiscal year July 1, 2019-June 30, 2020 for the staffing and operations of the Student CARE Centers at JBHS and BHS. At the end of the contract year FSA will provide the District with a distribution of all BUSD Student CARE Center Program funds.

CONFIDENTIALITY OF INFORMATION

FSA shall regard all information received during the performance of services pursuant to the agreement as confidential and shall not disclose such information to any person without prior written consent. FSA adheres to all current state confidentiality laws regulating the provision of mental health services.

IN WITNESS WHEREOF, the parties hereto have executed this agreement to be as of the day and year first above written. This contract is effective July 20, 2018 and terminates June 30, 2019 unless sooner terminated as provided herein.

BURBANK UNIFIED SCHOOL DISTRICT

SIGNATURE_____ Date:_____
Matt Hill, Superintendent

FAMILY SERVICE AGENCY OF BURBANK

SIGNATURE_____ Date:_____
Laurie Bleick, Executive Director

Burbank Unified School District
Educational Services

REPORT TO THE BOARD

TO: Members of the Board of Education

FROM: John Paramo, Director, Secondary Education

PREPARED BY: John Paramo, Director, Secondary Education

SUBMITTED BY: Laura Erisman, Administrative Secretary

DATE: June 20, 2019

SUBJECT: Approval of Agreement with Family Service Agency of Burbank to Provide Special Education Counseling Services

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Background:
On June 30, 2011, California Assembly Bill 114, Chapter 43, was signed into law. Under this legislation, the previous state mandate that required county mental health agencies to provide mental health services to students with disabilities (AB 3632) was ended. Under AB 114, Local Education Agencies, (LEA's) became responsible for ensuring that students with disabilities, as designated by their Individualized Educational Plan (IEP) services, received educationally related mental health services. For the past seven years, the District has been contracting with non-public agencies to provide these mental health services for its Special Education students. The funding for these services comes from both federal and state resources.

District-wide Goals (2019/2020)
1.6 Develop new and strengthen existing relationships with community partners to support our students.

Discussion/Issues:
For the 2019/2020 school year, Staff is requesting that the District continue to contract with local mental health services provider, Family Services Agency of Burbank (FSA), to provide these IEP related services to those students who require them per their IEPs. This agency provided the same services during the 2018-2019 school year. As noted in the proposed contract with FSA, the agency would be providing the following services:

- Individual and/or group counseling as required; to special education students, as specified in their IEPs.
- Parent counseling and education, in support of students' educational and social/emotional needs at school.
- Support and participation at IEP meetings, as needed.
- Communication with District and site based support staff, as needed.

As reported by FSA, during the 2018-19 school year beginning of July, 2018 until the end of June,

2019, an aggregate of units of direct service were provided by FSA to 139 BUSD Special Education students 4,566 Units of direct service (or care) are considered (by FSA) to be an individual or group session or direct consultation of up to 90 minutes, but not less than 30 minutes of service. Most of the students served by this program were in grades six and higher.

The chart below illustrates FSA's monthly summary of direct services provided to District Special Education students via the current contracted program:

Month	Individual Units of Care Elementary	Individual Units of Care Secondary	Individual Units of Care Alternative/Ed.	Group Units of Care	Total Units of Care
July	0	0	19	0	19
August	8	48	14	35	70
September	10	205	14	116	229
October	10	256	19	92	285
November	10	166	15	64	191
December	15	104	10	70	129
January	19	177	11	116	207
February	22	191	8	106	221
March	24	151	11	62	186
April	36	219	10	96	265
May	4	118	8	38	130
June*(projected)*	16	16	0	0	32
Total Units of Care (7/1/18-6/30/19)	174	1651	139	795	1964

Fiscal Impact:
The fiscal impact of these contracted services would be up to, but not to exceed $250,000. The funding source would be Federal ~~and State M~~ental Health funds.

Recommendation:
John Paramo, Director, Secondary Education, recommends that the Board of Education approve the agreement between the Burbank Unified School District and the Family Services Agency of Burbank to provide IEP-based mental health services for qualifying special education students, effective July 1, 2019 through June 30, 2020, not to exceed $250,000 (01.0-651200.0-57500-11800-5810-7440000), and the authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented.



Family Service Agency of Burbank

AGREEMENT FOR MENTAL HEALTHCARE SERVICES FOR BURBANK UNIFIED SCHOOL DISTRICT SPECIAL EDUCATION STUDENTS

This agreement made and entered into this twenty first day of June, 2019 between Burbank Unified School District, hereinafter referred to as "District" and Family Service Agency of Burbank, hereinafter referred to as "FSA" for the purpose of providing mental healthcare services to special education students in the District's Schools as allowed by said program and resources.

Program Description and Eligibility

FSA will provide individual and/or group counseling as required to special education students, as recommended for counseling services by District staff, as part of these students' overall educational programs as outlined in the goals and services of their Individual Education Plans (IEP's).

FSA will provide parent counseling and education for students in the program, as required, in support of each child's educational programs as outlined in the goals and services of their Individual Education Plans (IEP's).

At the high school and middle school levels, FSA will provide quarterly progress updates on goals.

At the elementary level, FSA will provide triannual progress updates on goals.

The District will provide FSA a quarterly and tri-annual progress report calendar at the beginning of each contract year.

FSA therapists will support student ~~clients~~ by participating in IEP meetings for students in the program whenever possible.

FSA will continue to make IEP attendance a priority. The District will provide FSA with an annual IEP Calendar at the beginning of each contract year, when available. Reasonable notification of scheduled IEP meetings and adjustments to the standing calendar will be communicated to FSA.

Student treatment will focus on the specific behavioral and/or social-emotional goals, as outlined in their IEP's.

The District will continue to coordinate with, and provide for, FSA's staff training on the drafting of educationally related social emotional goals for IEP's. Further, it is the District's

expectation that supervision of staff providing direct services will address social emotional aspects of IEP goals, and will be educationally relevant.

The District will determine ~~the~~ specific student enrollment in this program.

Students will be eligible for FSA's care upon parent(s) or guardian(s) signing the I.E.P document. It is expected that the District will provide these students' parents / guardians with FSA's release to treat minor form for signature.

FSA support providers will maintain semi-monthly date and time logs for services provided. Service reports will be made available for review upon District reasonable request.

FSA therapists will have mail boxes at the schools where they provide services. Each therapist will have a voice mail box (provided by FSA) for Staff to contact the therapists about student progress or to schedule meeting participation.

FSA will provide the District's Director of Special Education and Psychological Services with ~~quarterly updates on~~ any changes or transitions regarding assigned interns, counselors, or other staff providing counseling services prior to beginning services.

FSA recommends that the District maintain direct contact with the Program Director and Coordinator available by phone and email 24/7.

Goals and Objectives

The overall goal of this intervention program will be to promote and reinforce skills that will improve students' ability to succeed in school and access the curriculum in the least restrictive environment to allow them to receive educational benefit.

Costs and Additional Resources

The District's commitment to these special education mental health care services shall not exceed $250,000.00, for the 2019-20 school year.

Program Participation

This special education mental health services program will provide intervention services for special education students enrolled on District School campuses that have been determined appropriate for services by the District and FSA staff.

At full capacity, there may be up to 65 students served by this program at one time. Those indirectly impacted may be: classmates, teachers, school support staff, community members, family members, and the greater Burbank community.

In addition to the 65 students noted above, FSA will provide services and support for a total of 6 days per week to the programs at John Muir Middle School and Joaquin Miller Elementary School.

Students will rotate in and out of the program as dictated by the services stated in their Individual Education Plans (IEP's). If a student and his/her family believe it is beneficial to maintain services beyond the IEP designated services, a transfer of care can be made available, when deemed appropriate and resources are available, to FSA's existing school-based counseling program. It is expected that the District will confirm available resources with FSA prior to offering a transfer to the school-based counseling program.

While the focus of support will be on the students being served, parent(s) and District staff will be engaged, as needed, to reinforce and support services.

If a student who qualifies for IEP based counseling services refuses mental health care on three consecutive occasions, FSA will contact the student's case carrier and inform him/her that they intend on closing the student's clinical file and maintain an administrative file only.

Program Location
The services for this program will be exclusively provided on "District" campuses. Under special circumstances an alternative site, which will be mutually agreed to by the "District" and "FSA," may be deemed more appropriate.

Dates of Implementation and Completion
The program, which will coincide with the school calendar, will be implemented on July 1, 2019, and will be completed June 30, 2020. It is understood by both parties that extended school year (ESY) services during the summer will be determined by resources available. Contract to be renewed annually thereafter.

Staffing
The program will utilize the appropriate level of clinical, educational and administrative staff necessary to complete the scope of work.

Equipment and Supplies
All equipment and supplies will be supplied by FSA.

GENERAL PROVISIONS

Modifications and Amendments
This contract may be modified or amended by a written document executed by FSA and District. Changes in the administration agreements of the contract which do not alter the counseling services may be made at any time during the term of the contract, as mutually agreed by the FSA and the District.

Independent FSA Status
While engaged in carrying out and complying with the terms and conditions of Agreement, FSA is an independent contractor and not an officer, employee, or agent of

the District.

Termination
To terminate this contract, either party shall give no less than one hundred and twenty, (120) calendar day's written notice.

Inspection and Audit
FSA shall provide reasonable access to or forward of any relevant books, documents, papers, reports, records, or other matter relating to the contract upon reasonable request by the District. FSA adheres to all current state confidentiality laws regulating the provision of mental health services.

Indemnification
FSA shall, at its own expense, cost, defend, hold harmless and indemnify District and its officers, agents, and employees from all liabilities and claims for damages for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of FSA, its agents, or employees.

The "District" shall, at its own expense, cost, defend, hold harmless and indemnify "FSA" and its officers, agents, and employees from all liability and claims for death, sickness or injury to persons or property including without limitation all consequential damages, from any cause whatsoever arising from or connected with its services hereunder, resulting from negligence of "District," its agents, or employees.

Insurance
During the entire term of this contract and any extension or modification thereof, FSA shall keep in effect a policy or polices of comprehensive general liability insurance, $2,000,000 for each person. Not later than the effective date of this contract, FSA shall provide District with satisfactory evidence of insurance, including a provision for thirty (30) calendar day's written notice to District before cancellation or material change, evidencing the above specified coverage. FSA shall, at its own cost and expense, procure and maintain insurance under Worker's Compensation Law. All policies will name the District as Additional Insured.

Notices
All notices provided for by this contract shall be in writing and may be delivered by certified or registered mail, postage prepaid. Notices to District shall be addressed to the Superintendent, for contracts. Notices to FSA shall be addressed to FSA's address designated herein. The effective date of notice shall be the date of the postmark.

PAYMENT PROVISIONS

Payment
Payment invoices will be submitted to District itemizing services rendered monthly. Such invoices shall be payable upon thirty days of receipt. Payment will not exceed the

amount committed ($250,000.00) for the school year, 2018-19. Summer session services may be added, as amended by a written document executed by FSA and District.

Audit Exceptions

FSA agrees to accept responsibility for receiving, replying to, and/or complying with any related audit exceptions by appropriate state or federal audit agencies occurring as a result of FSA's performance of this contract. Further, FSA agrees to pay the District within thirty (30) days of demand by District the full amount of District's liability to the state, if any, resulting from any audit exceptions, to the extent such are attributable to FSA's failure to perform properly any of its obligations under this contract. Any audit conducted by an appropriate state or federal audit agency shall conform to generally accepted accounting standards and principles.

CONFIDENTIALITY OF INFORMATION

FSA shall regard all information received during the performance of services pursuant to the agreement as confidential and shall not disclose such information to any person without prior written consent. FSA adheres to all current state confidentiality laws regulating the provision of mental health services.

IN WITNESS WHEREOF, the parties hereto have executed this agreement to be as of the day and year first above written.

This contract is effective July 1, 2019 and terminates at 12:00 a.m. on June 30, 2020 unless sooner terminated as provided herein.

BURBANK UNIFIED SCHOOL DISTRICT

Signature:_____ Date: _____
Matt Hill, Superintendent

FAMILY SERVICE AGENCY OF BURBANK

Signature:_____ Date: _____
Laurie Bleick, Executive Director

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:	June 20, 2019
SUBJECT:	Approval of Burbank High School and John Burroughs High School Skills USA Teams Extended (Overnight) Field Trip (CTE Funds)

Background:

The Burbank High School and John Burroughs High School Skills USA Teams are requesting approval to participate in the 55th Annual National Leadership and Skills Conference in Louisville, Kentucky. The dates of the competition are June 24, 2019 to June 29, 2019. The Customer Service Team, under the guidance of teacher, Lailah Ismail-Gallegos, enjoyed success at both the Regional and State level, placing second and first respectively. The Television (Video) Production Team, under the guidance of teacher, Jon King, took the gold at both the Regional and State level. The teams first place wins at the State competition in Ontario in April, 2019 advanced both the teams to the National competition in Louisville, Kentucky.

District Wide Goals for 2018-2019:

5. Expand programs to prepare students for college, post-secondary education, training, and/or the workplace from preschool through adult education.

Discussion and Issues:

Three students, teacher Lailah Ismail-Gallegos, and CTE Counselor, Diana Dysthe, will fly to Louisville, KY and drive to Elizabeth, IN on June 24, 2019 and return on June 29, 2019. In accordance with Administrative Regulation 6153, this trip will be supervised by one certificated teacher, Lailah Ismail-Gallegos, and an administrator, Diana Dysthe, who will be available at all times.

Monday, June 24, 2019

- 5:30a Meet at Hollywood Burbank Airport
- 7:25a Southwest Airlines #2027, Burbank – Denver, 7:25a – 10:40a
  Southwest Airlines #2166, Denver – Louisville, 2:05p – 6:35p
- 6:35p Arrive Louisville
- 7:30p Drive from Indianapolis to Elizabeth, Indiana (21 miles)
- 8:30p Arrive at Horseshoe Southern Indiana Hotel

11999 Casino Center Drive, Elizabeth, IN 47117 866-676-7463

- 9:00p Dinner
- 11:00p Lights Out

Tuesday, June 25, 2019

- 8:00a Skills USA Championships Move-in
- 10:00a – 5:00p Contestant Orientation Meetings and Skills USA Championships
- 7:00p Dinner and Opening Ceremonies
- 11:00p Lights Out

Wednesday, June 26, 2019

- 7:30a Contestants report to contest area
- 8:00a Skills USA Championships
- 6:00p Models of Excellence Dinner
- 7:00p Champions Night at Louisville Bats (7:00p game time)
- 11:00p Lights Out

Thursday, June 27, 2019

- 7:30a Contestants report to contest area
- 8:00a Leadership contest finals
- 9:00a Skills USA Championships
- 6:00p Dinner and Skills USA Night at Kentucky Kingdom
- 11:00p Lights Out

Friday, June 28, 2019

- 7:00a Community Service Project
- 8:00a Skills USA Championships move-out
- 10:00a Meet the Employer
- 5:00p Awards Ceremony
- 11:00p Lights Out

Saturday, June 29, 2019

- 12:00p Depart for airport
- 2:45p Southwest #1541, Louisville – Dallas, 2:45p – 3:45p
  Southwest #3144, Dallas, Burbank, 6:50p – 7:55p
- 7:55p Arrive at Hollywood Burbank Airport

Fiscal Impact:

The trip will be funded by the District Career Technical Education funds. The approximate costs are as follows: airfare and baggage fees: $4,500; two hotel rooms for 5 nights: $1,476; rental car and parking: $550; meals: $1,625; and registration: $1,375 for a total of $9,526.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the Burbank High School and John Burroughs High School Skills USA Team extended (overnight) field trip, to participate in the 55th Annual National Leadership and Skills Conference in Louisville, Kentucky, Monday, June 24, 2019 through Saturday, June 29, 2019, not to exceed $9,526 (010-06350.0-38000-10000-5220-7910000, Career Technical Education fund), as presented.

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Roberto Jurado, Director of Information Technology and Educational Support
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	June 20, 2019
SUBJECT:	Approval of Agreement for Professional Services, E-Rate Consultant (Special Reserve Fund)

Background:
E-Rate funding is available to school districts to offset data communications costs as well as for upgrades to network infrastructure cabling and equipment. These are federal dollars and the application process, receipt and use of funds, and documentation of that use is a complicated process. Additionally, the funds and their use are subject to audit by the School and Libraries Division. Thus, it is imperative that the application for the funds, receipt and use as well as documentation of all steps in the process be handled in accordance with appropriate rules and regulations. This is a specialized area and in order to maximize participation in available dollars, special attention and care must be given to the application.

District Wide Goals for 2018-2019:
8.2 Identify funding resources to implement an ongoing District-wide computer and infrastructure refresh plan

Discussion/Issues:
The Burbank Unified School District has participated in the E-Rate program for many years in terms of receiving rebates and credits for telecommunication services. The district has looked into other E-Rate consulting companies in search of cost-savings. Upon recommendations and positive feedback from other school districts, the district would like to bring in a new E-Rate consultant, CSM Consulting, Inc. (CSM). CSM has extensive experience working with a large number of public California school districts.

Fiscal Impact:
CSM will provide E-Rate consulting services as shown in the attached proposal in the amount of $33,500 for the first year which includes a base contract amount of $8,500 and a fee of up to $25,000 for Category Two applications. Subsequent years with only Category One applications will bring the fee down to the base contract amount of $8,500 annually. This represents a savings of $41,500 for the first year, and $66,500 for subsequent years, compared to our previous E-Rate Consultant contract.

Recommendation:
David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an agreement between Burbank Unified School District and CSM Consulting, Inc., to provide E-Rate funding consultation services, not to exceed $33,500 (40.0-00000.0-00000-81000-5850-7500000) (Special Reserve Fund), effective July 1, 2019 through June 30, 2020, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.



OUR COMMITMENT

CSM is committed not only to our clients' best interests, but also to being responsible stewards of the E-Rate program as a whole.

FIND US ON THE WEB

WWW.CSMCENTRAL.COM.

BURBANK UNIFIED SCHOOL DISTRICT

Proposal for
2019/2020
E-Rate Consulting Services

WITH CSM'S PROFESSIONAL E-RATE CONSULTING SERVICES THERE WILL BE:

- No Missed Opportunities.
- No Missed Deadlines.

CALIFORNIA OFFICES

(888) 944-7798 | **Ontario**
(209) 834-0556 | **Tracy**
(530) 676-1024 | **Sacramento**

TENNESSEE OFFICE

(909) 652-9104 | **Nashville**

MARYLAND OFFICE

(888) 944-7798 | **Baltimore Area**

FLORIDA OFFICE

(888) 944-7798 | **Tallahassee**

E-mpa E-Rate Management Professionals Association MEMBER

CSM

E-RATE COMPLIANCE SERVICES

Doc U Manage

E-Rate Services Proposal

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EXECUTIVE SUMMARY

It is our pleasure to present this summary of services to Burbank Unified School District. The enclosed information will demonstrate clearly why we are the best choice for your School district on several levels.

Our depth of knowledge, our position as a trusted partner in our clients' successes, and our absolute diligent dedication has and will continue to set us apart from other firms. Every member of our staff is highly trained and qualified to answer any question at any time. At CSM, we pride ourselves on the reputation that we have built over the last many years and our ability to communicate effectively with not only our clients, but with the various administrative bodies that oversee the Universal Service Fund's Schools and Libraries Program. We consider ourselves to be stewards of the program and accountable for maintaining the integrity of the fund, our firm, associated participants and, most importantly, our clients. CSM's Vice-President Kim Friends has been a Board member of the E-Rate Management Professionals Association (E-MPA™) and our firm abides by its Code of Ethics. Additionally, we have five staff members who have qualified as "Certified E-Rate Management Professionals."

CSM's principal E-Rate consultants have been involved with the Universal Service Administrative Company (USAC)'s E-Rate program since its inception. With backgrounds at the county office of education level, and at several large school districts and School districts, our consultants understand the complexities of working with Local Education Agencies. Over the 20 years of the E-Rate program, CSM consultants have secured more than $2.7 Billion in approved E-Rate funding for Category One and Category Two services (formerly known as Priority One and Priority Two). Year over year, CSM files more Form 471 applications and funding requests and is responsible for more cumulative funding than ANY other consulting firm in the Nation.

CSM's Vice President Kim Friends has established herself as one of very few ***premier*** E-Rate consultants in the Country. Her diligence and expertise allow CSM a direct line to USAC's office in Washington, D.C. for problem resolution and/or clarification. CSM personnel are called upon for opinion by USAC, NECA, and FCC staff on a regular basis. CSM regularly and actively participates in the FCC's request for comments and reply comments as a part of their Notice of Proposed Rule Making ("NPRM") proceedings and we repeatedly advocate at the National level on behalf of program constituents as issues arise throughout the E-Rate Program's Modernization. Participation in these proceedings has and will continue to establish CSM's reputation as a firm committed not only to our clients' best interests, but those of the E-Rate program as a whole.

CSM is a proud member of the Schools, Healthcare and Libraries Broadband ("SHLB") Coalition and the E-Rate Management Professional Association ("E-mpa") and we are proud of the work we do on behalf of the entire universe of E-Rate Program constituents through our leadership role in both of these organizations.

CSM has been involved in numerous audits conducted not only by FCC-retained auditors (KPMG, Williams Adley, Price Waterhouse Coopers, TCBA, Moss Adams, Lani Ecko and Bearing Point), but also USAC's internal audit staff and the FCC's Office of Inspector General (OIG) audit staff while offering guidance and resolution of issues on both state and federal levels.

CSM has been involved in assisting several applicants who have had problematic applications in the past to bring them to compliance and achieve success with the program. This is done, in part, by leveraging the reputation that we have built on a national level with reviewers and other USAC staff when processing applications.

CSM's consultants bring the expertise, dedication and tenacity required for success in the E-Rate program. We also highly value the long-standing relationships we have built with our customers. We encourage you to contact our references to see what CSM brings to the table in terms of customer service and sustained funding year after year. It would be a true pleasure for us to work with Burbank Unified School District and we look forward to answering any questions you may have about our service and track record.

COMPANY PROFILE

CSM Consulting Inc., Established 2004

Billing Address:
P.O. Box 4408
El Dorado Hills, CA 95762

E-rate Primary Contact:
Kimberly Friends, kfriends@csmcentral.com
909.652.9104 (one number reach)

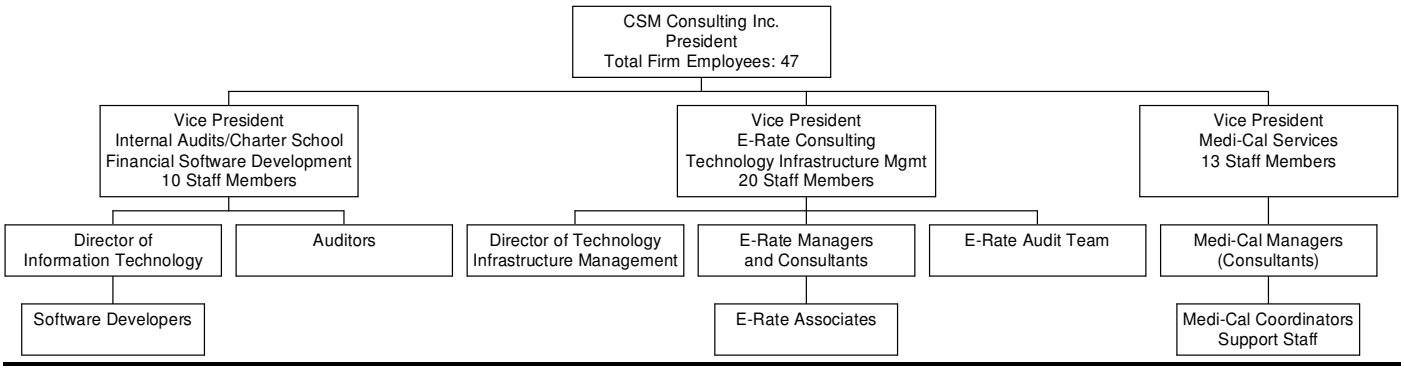
Primary Offices:

Ontario, California	Tracy, California	Sacramento, California
3130-C Inland Empire Blvd.	324 East 11 Street, Suite E-3	4671 Golden Foothill Pkwy, Suite 101
Ontario, CA 91764	Tracy, CA 95376	El Dorado Hills, CA 95762
909.944.7798 Phone	209.834.0556 Phone	888.944.7798 Phone
909.481.7410 FAX	209.834.0087 FAX	916.941.7234 FAX

Satellite Offices:
Hendersonville, Tennessee
Baltimore, Maryland
Tallahassee, Florida

CSM is one of the most highly respected consulting firms in the Nation. Our management and staff have been involved with K-12 local agencies in California for over forty years, providing our clients with a powerful partner in the business of education. CSM's key lines of business include E-Rate consulting, technology infrastructure management consulting, internal audits, charter school monitoring, and financial software development.

CSM Consulting Inc. Organization Chart



RÉSUMÉS OF KEY PERSONNEL

Kimberly Friends - Vice President (Nashville, TN)

Kim Friends is a nationally recognized expert in the Universal Service Administrative Company's E-Rate program. Ms. Friends participated in the ground floor of the program, training school districts throughout San Bernardino County to effectively and efficiently take advantage of the funds provided through the reauthorization of the Telecommunications Act of 1996. Ms. Friends joined CSM in 2003 and serves a large number of school districts and county offices of education in her role as an E-rate expert. Ms. Friends has participated as a statewide trainer for the California Department of Education, various major telecommunications carriers, and county offices of education. Kim currently acts as the State E-rate Coordinator for Tennessee, and is an active member of the State E-rate Coordinators Alliance ("SECA") an advocacy group that works consistently on behalf of E-rate issues affecting applicants nationwide. She intimately understands the E-Rate process and program and is considered one of the very few *premier experts* in her field.

Candice Hall – Senior Consultant, Pre-Commitment Operations (Nashville, TN)

Candice is the newest member of the CSM team and a real asset to all of us, especially our customers. Prior to joining CSM, Candice was an E-rate analyst with the University System of Georgia since 2014. In this role, she assisted Georgia's 62 School districts, 181 school districts and countless charter schools with all things E-rate as part of the State's E-rate Coordination team. Her passion is helping applicants successfully navigate the ins and outs of the program. Because the GA Board of Regents is also consortium lead for the GADOE K-12 network, Candice was integral to the continued success of the state-wide K-12 E-rate application.
Prior to 2014, Candice worked for several years in the K-12 market for an Alabama based technology integration company which affords her a truly unique perspective from both sides of the aisle. Candice's educational background includes a B.S.in public relations from Georgia Southern University and an M.B.A. from the University of Georgia She is currently working on her doctoral degree in public administration from Valdosta State University and expects to complete the program in 2020.

Audra Thayer – Consultant, E-rate Compliance (Nashville, TN)

Audra has more than 4 years' experience with CSM and specifically, E-Rate Program compliance. She continually demonstrates her intimate knowledge with all aspects of E-Rate Program compliance by working with some of our largest and most complex clients, including Special Compliance Review and Audit support. Ms. Thayer is based in our Nashville, TN office and also supports our TN State Coordination efforts.

Scott Harken – Director, Post-Commitment Operations

Scott has 13 years of experience with all phases of the E-Rate Program and 15 years of experience working with school districts in state and federal program compliance. He manages our client access software which allows CSM's clients access to real-time information on all of their E-Rate applications, past and present. He is integral in support of the ongoing application processes including PIA review and documentation retention.

STATEMENT OF QUALIFICATIONS

The following statements reflect the reasons that we believe CSM to be most highly qualified to support Burbank Unified School District ("BUSD").

1. Experience – 380+ E-rate clients nationwide.
2. Depth - The principles assigned to BUSD have a combined experience in school districts of over 40 years.
3. Commitment to our clients is second to none.
4. Independent – CSM is an independent consultancy without relationships to any contractors or service providers.
5. Technology tools – CSM uses the latest in proprietary software to assist in the E-rate application process for our clients.
6. Unique relationship with USAC and the FCC.

In the past fourteen years, CSM has grown from a client base of 13 to more than 3870 clients including three State-wide engagements.

CSM is widely considered to be one of the Nation's largest and most trusted E-Rate consulting firms. We work with applicants of every size and flavor from a very small rural school and/or school district with only 21 students, eleven of the 20 largest school districts in the Country and every size, shape and complexity in between.

REFERENCES

Rick Rodriguez, Director Information Systems **Garden Grove Unified School District** 714-663-6591 rrodrigu@ggusd.us	Carl Fong, Executive Director of Information Technology **OC Department of Education** 714-966-4185 cfong@ocde.us
Ricardo Enz, Director of ITC **Santa Ana Unified School District** 714-480-4702 ricardo.enz@sausd.us	Erik Greenwood, CTO **Anaheim Union High School District** 714-999-5676 greenwood@auhsd.us
Sonia Hooks, Coordinator Administrative Svcs **Los Angeles County Office of Education** (562) 922-6289 hooks_sonia@lacoe.edu	Derek Kinsey, CTO **Redondo Beach School District** (310) 379- 5449 dkinsey@rbusd.org
Patrick Gittisriboongul, Ed.D Chief Technology Officer **Lynwood Unified School District** (310) 886-1432 pgittis@mylusd.org	Jason Buchanan, CTO **Monrovia Unified School District** 626-471-2015 jbuchanan@monroviaschools.net

INSURANCE

CSM does carry Errors & Omissions Insurance in the amount of $2,000,000.00 each occurrence and $4,000,000.00 aggregate.

Our Producer is
Kessler Alair Insurance Services
PO Box 1120
Claremont, CA 91711-1120
888.661.3938

If selected, CSM will provide Certificates of Insurance for all types of insurance required by BUSD with Burbank Unified School District named as additional insured.

SCOPE OF SERVICES OVERVIEW

1. **Funding Year 2019 Form 470 and Procurement Planning**
    a. Kick-off meeting to be conducted with stakeholders
    b. Review of Services and Contracts

2. **Form 470 Posting and Review of Request for Bid/Proposal**

3. **Review and Update Site Specific Data in BUSD's EPC Portal before close of annual Administrative Window**

4. **Data Collection for Form 471 and Verification of Compliance with Children's Internet Protection Act (CIPA)**

5. **Form 471 Preparation**
    a. **Form 471, Block 4: Category Two Budgets**.
    b. **Form 471, Block 5: Funding Requests**
        i. Cost review of current services (Voice Support is phased out as of 2018/2019)
        ii. Funding requests for new services (if applicable)
        iii. Form 471 Certifications: Budget documentation
        iv. Contract execution (if required)

6. **Form(s) 471 Filing**
    a. File Form(s) 471:
        i. **Category One Services (Telecommunications /Internet Access/C1 Modulating Equipment** *(if applicable)***)**
        ii. **Category Two Services (Internal Connections/Managed Internal Broadband Services/Basic Maintenance of Internal Connections) –** *Note that Category Two services are subject to an additional fee from Base Contract – please see pricing section for details*

7. **Program Integrity Review (PIA)**

8. **Filing of Form(s) 486 Upon Receipt of Funding Commitment Decision Letter(s) ("FCDL")**

9. **Collection of E-Rate Funds**
    a. **Service Provider Forms necessary for Discounts on Service Provider Bills (Form 474 Invoicing)**
    b. **Billed Entity Applicant Reimbursement (BEAR) Form 472**
    c. **Service Certifications**

10. **Reviews and Other Post Commitment Activities**
    a. **Payment Quality Assurance (PQA) support** (mini 'desk audit' performed by USAC's IAD)
    b. **Other Post-Commitment Activities**
        i. Service substitutions
        ii. SPIN changes
        iii. Form 500
        iv. Invoice Deadline and Service Delivery Extension Requests

11. **Additional professional services available at an hourly fee**
    a. Training, Speaking Engagements, Special Meetings and Advocacy
    b. Preparation/Invoice Reconciliation and submission of Form 472 (BEAR Form) for Category 2 funding requests.

STANDARD SCOPE OF SERVICES

The scope of work for direct E-Rate consulting services for July 1, 2018 through June 30, 2019 will include applications and support for the applications listed below, as deemed eligible under the Universal Service School and Libraries Eligible Services List (FCC CC Docket No. 96-45, Report and Order, 12 FCC Rcd 8776 (1997), and all amended revisions.

1. Funding Year 2019 Form 470 Planning

b. CSM will schedule a kick-off meeting with stakeholders in the E-Rate process and establish deliverables. At a minimum, we suggest that representatives from the following School district departments should attend: Business Services, Information Technology, Purchasing and, Facilities. CSM highly recommends that this planning meeting be scheduled as soon as possible in order to allow adequate time for effective planning and execution of the E-Rate process.

c. At a minimum, the following areas should be discussed at the kick-off and any necessary subsequent meetings:
   i. Review of any current contracts/obligations for E-Rate funded services.
   ii. Review and discuss the technology and communications needs of the School district, for Funding Year 2019 as well as long term needs.
   iii. Based on needs determined, define those that are eligible for E-Rate funding (Category One and Category Two services).
   iv. Establish and agree upon a list of equipment/services that will be included on the E-Rate Form(s) 470.
   v. Discuss any procurement regulations and requirements necessary to meet both E-Rate and local procurement guidelines.
   vi. Calculate and review estimated Category Two per-site budgets and strategize on ways to maximize use of budgets for shared C2 equipment/services
   vii. Review of budget and availability of School district's funding sources to meet its share of E-Rate projects.
   viii. Discuss document retention requirements and responsibilities.
   ix. Create a timeline of deliverables and assign responsibilities.

d. These areas of discussion will encompass all possible projects, equipment, and services that have the potential for E-Rate funding, any new services that may be established during the planning meetings and any changes to the annual Eligible Services List:
   i. **Category One Services:** Telecommunications (broadband), Internet Access, and Category 1 Modulating Equipment (if applicable) (not an exhaustive list).
   ii. **Category Two Services**: Network Hardware Updates (switches, routers, etc.), Cabling, Basic Maintenance, Managed Internal Broadband services and any other identified needs.

2. Form 470 Posting and Review of Request for Bid/Proposal

a. CSM will prepare for School district signature/certification and post E-Rate Form(s) 470 for requested equipment and services in conjunction to the release of any required Request for Bid/Proposal(s).

b. Prior to the posting of the Form(s) 470, CSM will review all Request for Bid/Proposal language with the School district's Purchasing/Procurement department to ensure compliance with E-Rate guidelines. CSM will offer some template language that addresses the providers' required compliance with E-Rate Program rules and establishes acknowledgement/certification of that compliance.

3. <u>Review of Category One Services and Contracts</u>

a. CSM will review all current Wide Area Network and Internet service providers' bills and contracts. The review will include at a minimum the following components:
   i. Recurring monthly charges
   ii. Non-recurring charges
   iii. Rates
   iv. Service Level Agreements
   v. Terms and conditions
   vi. Time remaining on the contract(s)

b. Upon completion of the review CSM will make recommendations and assist in negotiating new contracts as needed.

c. The School district will need to include CSM in any communications and Request for Bid/Proposal processes involving carrier/provider services in which CSM may assist the School district.

4. <u>Form 471 Planning</u>

CSM will coordinate all necessary steps in order to prepare the Form(s) 471 in order to meet E-Rate guidelines:

a. **Calculation of E-Rate Category Two Budgets**. Using official IMLS square footage and locale data, CSM will calculate the E-Rate Category Two Budgets for all sites in the School district incorporating prior years' C2 commitments, utilization and inflation adjusted per-square footage C2 budget for the current funding year and determine a relevant shared cost allocation across all branches in the system.

b. **Funding Requests**
   i. **Cost review of current Wide Area Network and Internet Access services.** For existing services, CSM will review the costs for all eligible sites on the Form 471 application. The School district must provide access to billing account information during this process.
   ii. **Funding requests for new services.** CSM will prepare funding requests for all newly contracted Category One and Category Two services. This will include at a minimum: determining eligible recurring costs, determining eligible non-recurring costs, and preparing cost allocations for any ineligible costs.
   iii. **Certification Budget documentation**. CSM will collect the necessary budget documentation from Business Services required to complete the section of the Form(s) 471 that require
   iv. **Contract execution**. CSM will facilitate the execution of all contracts and/or agreements to ensure that they fall within the E-Rate Form 471 filing window.
   v. **Documentation to support Funding Requests**. CSM will collect documentation necessary to support all funding requests. CSM will also upload and manage data into the Form 471 for submission by deadline established by USAC.

5. **Form(s) 471 Filing**

CSM will prepare for School district signature/certification and submit all necessary Form(s) 471 for E-Rate Funding Year 2019. CSM will determine the ultimate number of Form(s) 471 necessary in conjunction with the School district as a result of E-Rate planning, process, number and types of funding requests and best practices.

a. CSM will file Form(s) 471 for the following services (as applicable):
   i. **Category One Services:** Telecommunications (data), Internet Access, and any other identified eligible service (such as M&O costs for dark fiber, etc.)
   ii. **Category Two Services**: Network Hardware Updates (switches, routers, etc.), Cabling, Basic Maintenance, Managed Internal Broadband services and any other identified needs.

6. **Program Integrity Review (PIA)**

CSM will coordinate and respond to all requests for further information from USAC's PIA regarding Funding Year 2019 applications. This may include: providing documentation regarding calculation of E-Rate discounts, providing further documentation to support the funding requests, and answering any questions regarding the funding requests.

7. **Filing of Form(s) 486**

Upon receipt of the Funding Commitment Decision Letter (FCDL) and start of services, CSM will file all necessary Form(s) 486 for Funding Year 2019 funding requests. Multiple Form(s) 486 may be necessary. CSM will coordinate the filing of the Form(s) 486 with the start of services (projects) to ensure that they are filed at the correct time.

8. **Collection of E-Rate Funds**

CSM will discuss with the School district the various methods available to collect approved E-Rate funding. CSM will then work with the selected service providers to ensure that the School district receives its approved E-Rate funds:

a. **Discounts (Form 474):** Discounts on bills. CSM will complete and submit the documentation that service providers require in order for School districtto receive discounts.

b. **Billed Entity Applicant Reimbursement (BEAR) Form 472:** CSM will prepare and submit BEAR forms for Category One eligible services. The School district will receive E-Rate funds in the form of an ACH transfer to the bank account noted in the Form 498 module of the EPC portal. *Processing of Form 472 (BEAR Forms) for Category Two services is available at an additional hourly rate as outlined in Additional Professional Services.*

c. **Service Certifications:** CSM will assist the School district and service providers to complete these forms as required for Category One and Category Two projects.

9. **Form(s) 500, Return C2 Budget and Invoice Deadline or Service Delivery Extension Request(s)**

Should a project funded for Funding Year 2019 not be implemented by the initial implementation deadline, CSM at the School district's direction, will file Form(s) 500 to extend the implementation deadline, or to cancel the funding request. CSM will also file any Invoice Deadline Extension Requests found necessary so that the School district receives its approved funding for implemented projects and services for Funding Year 2019 and any outstanding

prior year issues *(if applicable).* Invoice deadline extension requests and approval are subject to FCC rules.

10. Audits

Should the School district be selected for an E-Rate audit, CSM will assist the School district to prepare for and will be available (at the School district's request) to be present at the audit. The FCC and/or USAC currently perform two types of E-Rate audits:

a. **Payment Quality Assurance (PQA):** This is a remote process requiring additional documentation to substantiate whether a payment that was made is 'proper' or 'improper' in accordance with the Improper Payment Information Act (IPIA).

b. **Beneficiary and Contributor Audit Program (BCAP):** This is more intensive audit of all of the applicant's (or contributor's) processes related to pre and post commitment activities. It may be conducted on-site or remotely.

11. Final Summary of Standard Scope of Services

In working with our large client base CSM has found that the above Scope of Services covers the majority of work involved in successful E-Rate applications, receipt and recovery of E-Rate funds. CSM has the flexibility to slightly modify the Scope of Work per an individual School district's needs. Should the School district identify further services required, we are confident that CSM will be able to accommodate the request.

ADDITIONAL PROFESSIONAL SERVICES

CSM can provide the following services in addition to our basic scope of work; hours will be billed at standard rates specified in the contract between CSM and the School district.

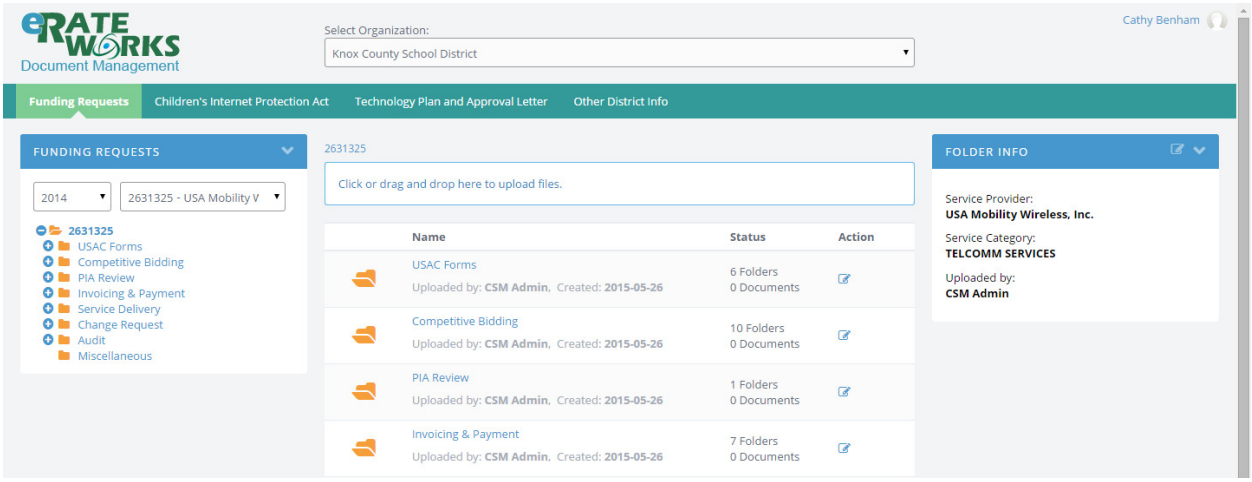
a. **Selective Reviews, Special Compliance Reviews, and BCAP Audits**
   Our standard base contract includes 10 hours of support for these types of reviews. If the scope of the review requires more than 10 hours of assistance, CSM will prepare an engagement letter for review and execution by BUSD.
b. **Training, Speaking Engagements, Special Meetings and Advocacy**
   CSM consultants are available conduct onsite training of School district staff, to speak at special events such as Board Meetings, and are available to represent the School district at meetings with E-rate stakeholder groups, with USAC and at the FCC.
c. **Recovery**
   Assess and process for School district issues with prior E-Rate applications not previously contracted by with Consultant. Consultant to be paid 10% of recovered funding or an amount not to exceed the current annual contract value per prior funding year involved.

   Hourly Rates: At the written request of the School district, the Consultant will provide these Additional Professional Services based upon the following hourly rates.

Officer/Principal	$175 per hour
Information Technology Consultant/Director	$150 per hour
Lead Consultant	$120 per hour
Specialist	$80 per hour

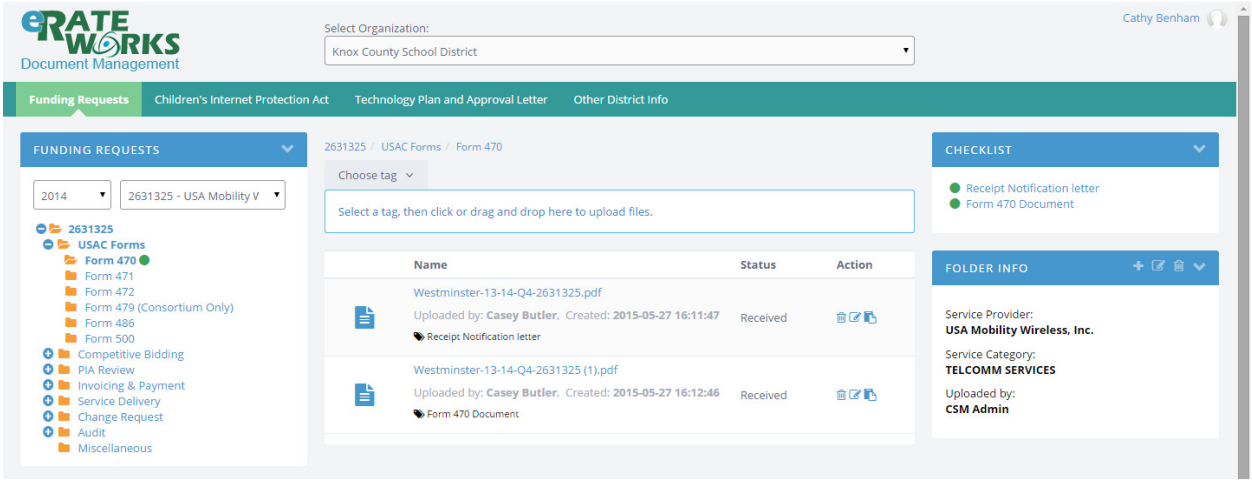
DOC-U-MANAGE™

In response to increased audit activities and the FCC's extended requirement to retain E-rate documentation for a minimum of 10 years from the last date of service, CSM has developed an E-rate document management system for retention of documents in the cloud for future instant access. The system follows retention guidelines established by USAC and gives our customers peace of mind when retaining documents for future audit-readiness. The license is School districtwide unlimited users and is based upon a flat annual fee.



Features

- ✓ Simple drag and drop of documents from your desktop
- ✓ Pre-populated funding request labels and file structure personalized to your School district
- ✓ Prompts for uploading documents by funding requests
- ✓ Checklists with color coding features to show progress



PRICING

Standard Scope of Services

The cost for services rendered to **Burbank Unified School District** regarding the E-Rate application process for 2019/2020 which requires work during the period of July 1, 2018 through June 30, 2019, as referred to in the Standard Scope of Services, will be invoiced and due to the Consultant as follows:

Base contract amount ("Base Amount") for this contract will be of **$8,500.00** plus;

An amount equal to six percent (6%) of Category Two applications submitted during the Term of this Agreement, **not to exceed a total amount of $25,000** ("C2 Amounts")

Invoices for the Base Amount will be provided monthly beginning at final execution and continue through June 30, 2019.

Invoice(s) for C2 Amounts will be provided upon completion of the annual E-Rate Form 471 submission process applicable to Category Two submissions during the Term of this Agreement.

If Burbank Unified School District DOES NOT apply for Category 2 funding, there is NO ADDITIONAL COST.

The amounts in this section do not include any costs related to additional Professional Services offered by Consultant that may be requested by the School district.

Additional Professional Services

Cost for additional professional services desired will be determined by the number of hours (estimated and agreed upon by School district personnel and CSM) required to complete the requested additional professional service(s). Please refer to ***Hourly Rates***, below

Officer/Principal	$175 per hour
Information Technology Consultant/Director	$150 per hour
Lead Consultant	$120 per hour
Specialist	$80 per hour

CSM can prepare an estimate for such activities for budget purposes at the School district's direction.

Doc-U-Manage™

Consultant will provide online document management software allowing for multi-user access to maintain documents in an organized manner to meet the USAC 10-year requirement and provide an efficient document management system for the School district. The annual license fee for the software is **$2,000.00** per year. The School district can 'opt-in' to this service by checking the "YES" box on the contract that will be provided.

Thank you for this opportunity to provide a proposal to Burbank Unified School District. Should you have any questions, please don't hesitate to contact Kim Friends for any questions or concerns.

SAMPLE AGREEMENT
TERMS AND CONDITIONS

The following terms and conditions are taken from the contract which would be offered to the School district upon the award of E-Rate Services to CSM. This is for reference only.

RECITALS

A. School district desires to have a Consultant to prepare documentation, forms and applications regarding the Federal Communications Commission ("FCC") E-Rate program.

B. School district has the authority to enter into an Agreement with a Consultant for purposes of complying with the FCC E-Rate program.

C. Consultant is duly qualified to provide the services called for in this Agreement in consideration for the fee stipulated in this Agreement.

I. CONSULTANT'S RESPONSIBILITIES – SCOPE OF SERVICE

1. Shall provide to School district completed forms and processes related to all Category One and Category Two applications of the Federal Communications Commission E-Rate filings with the schools and library division ("SLD") during the term of this Agreement as shown in Section IV., 1. Services provided under this agreement to include the following:

    - Advise and coordinate the preparation and filing of FCC Forms: 470, 471, 486 and 500.
    - Advise and coordinate the preparation and filing of:
        - Form 472 (Billed Entity Applicant Reimbursement Form BEAR) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.) for Category One services only
        - Implementation Deadline Extension Request (ImDER)
        - Invoice Deadline Extension Request (IDER)
        - Service Provider Identification Number (SPIN) Change Requests
        - Service Substitution Requests
        - Service Certifications (standard):
        - Program Integrity Assurance (PIA)
        - Payment Quality Assurance (PQA) requests

2. Act as School district's main point of contact with the SLD.

3. Advise School district on E-Rate compliance including updates on rule or regulatory changes, as applicable.

II. SCHOOL DISTRICTRESPONSIBILITIES

1. Provide all required information and data for filing all forms with the SLD in a timely manner.
2. Take such official action, such as review of Consultants drafts and promptly sign and return all forms required for filing with a third party in a timely manner so that Consultant can perform its obligations under this Agreement.
3. Promptly pay Consultant its fee for services rendered. All payments are due and payable within 30 days after delivery to the School district of the invoice.
4. Sign, date and certify all forms filed by Consultant on School district's behalf.

III. MISCELLANEOUS

1. **Term.** July 1, 2018 (or date of execution as shown below, whichever is later) through June 30, 2019.

2. **Modifications.** This Agreement may be modified only by a written amendment to this Agreement, executed by both parties.

3. **Independent Contractor.** While engaged in carrying out and complying with the terms and conditions of the Agreement, Consultant is an independent contractor and not an officer, employee, or agent of the School district.

4. **Additional Professional Services not included in SECTION I CONSULTANT RESPONSIBILITIES – SCOPE OF SERVICE.**
   A. Services and costs in this section are not included in Section I (Consultant Responsibilities – Scope of Service) and Section III (Cost). At the written request of the School district, the Consultant may provide the additional Professional Services listed below, based upon the following hourly rates.

Officer/Principal	$175 per hour
Information Technology Consultant/Director	$150 per hour
Lead Consultant	$120 per hour
Specialist	$80 per hour

An authorized agent of the School district may request the services below via written request to the Consultant. The Consultant will provide the School district with an estimate of the number of hours and rates to complete the requested task. Consultant will provide a quote in the form of an email, hard copy quote, electronic copy quote or other means, as appropriate and acceptable to the School district and Consultant. These Professional Services may include but are not limited to the following:

- Assist in the preparation of technical specifications for RFP/RFB
- Surveys (alternate discount method)
- Coordination of response to Special Compliance Reviews (that exceed 10 hours)
- Selective Review Information Request (SRIR) (that exceed 10 hours)
- Form 472 (Billed Entity Applicant Reimbursement Form BEAR) and/or vendor specific discount forms (i.e. Data Gathering Form, Existing Services List, etc.) for Category Two services
- Audit support, including Beneficiary Contributor Audit Program (that exceed 10 hours)

- Preparation of documentation/reports/presentations for Board meetings or other special meetings

Doc U Manage

5. **E-Rate Doc-U-Manage Software**. Consultant will provide online document management software allowing for multi-user access to maintain documents in an organized manner to meet the USAC 10-year requirement and provide an efficient document management system for the School district. The annual license fee for the software is $2,000.00 per year.

Please check the appropriate box for designation of service ☐ **Yes** ☐ **No**

6. **Conflict of Interest.** No business or personal relationship exists between any school employee and the service provider.

7. **Attorney's Fees and Costs.** In any litigation, arbitration or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, each party shall bear its own attorney fees, together with any costs and expenses to resolve the dispute and to enforce the final judgment.

8. **Severability.** If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall not be affected.

9. **Notices.** All notices that are required to be given by one party to the other under this Agreement shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope postage prepaid and deposited with a United States Post Office for delivery by first class and certified mail addressed to the parties at the following addresses, unless such addresses are changed by notice, in writing, to the other party.

Sample School District
1234 ABC Street
Anytown, XX, 12345

CSM Consulting, Inc.
P.O. Box 4408
El Dorado Hills, CA 95762-0018

10. **Limitation of Liability**. The aggregate liability in connection with any claim arising out of or relating to this agreement whether in contract, tort or otherwise, shall be limited to an amount equivalent to the fee(s) paid by the School district to Consultant for services performed pursuant to this Agreement. Consultant shall not in any circumstances be liable to School district, whether in contract, tort or otherwise, for any special, indirect, incidental, or consequential damages of any kind whatsoever whether Consultant is made aware in any way due to, resulting from, or arising in connection with the services performed by Consultant pursuant to this Agreement. School district's right to monetary damages listed above in that amount shall be in lieu of all other remedies that School district may have.

11. **Governing Law.** The validity of this Agreement and each of its terms and provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California.

12. **Authority**. The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to execute and contractually bind their respective legal entities.

13. **Entire Agreement.** This Agreement supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject of this Agreement. This Agreement contains all of the covenants and agreements between the parties with respect to the subject of this Agreement, and each party acknowledges that no representations, inducements, promises, or agreements have been made by or on behalf of any party except the covenants and agreements embodied in this Agreement. No agreement, statement, or promise not contained in this Agreement shall be valid or binding on the parties with respect to the subject of this

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 20, 2019
SUBJECT:	Acceptance of Notice of Completion, PMC Concrete, Phase II, Bid 1617-051, 1617-052 and 1617-053, Bid Package No. 2, Building and Site Concrete, Bret Harte Elementary School Modular Classrooms (Bond Fund)

Background:

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

District-Wide Goals for 2018-2019:

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

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

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On April 20, 2017, the Board of Education approved an award of contract, PMC Concrete, Phase II, Bid 1617-051, 1617-052 and 1617-053, Bid Package No. 2, Building and Site Concrete, Bret Harte Elementary School Modular Classrooms (Bond Fund)

This work is completed at Bret Harte Elementary School and has been accepted by the District.

Fiscal Impact:

$840,547.89 PO 19002059 (Bond Fund)

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept a notice of completion, PMC Concrete, Phase II, Bid 1617-051, 1617-052 and 1617-053, Bid Package No. 2, Building and Site Concrete, Bret Harte Elementary School Modular Classrooms not to exceed $840,547.89 PO 19002059 (21.0-00000-0-91008-85000-6230-205-0000) Bond Fund, as presented.

Burbank Unified School District
District Facilities Department

Notice of Project Completion & Recommendation of Acceptance

Date:	**February 19, 2019**
Project/Address:	**BUSD Permanent Modular Classrooms Project**
	Bret Harte Elementary School
	3200 W. Jeffries Ave, Burbank CA 91504
Contract No.:	
Contractor/Address:	**PMC Concrete Contractors**
	1730 Pomona Ave, Costa Mesa, CA 92627

All work in connection with this Project has been completed in accordance with the Contract Documents.

All requirements for the submittal of Project Record Documents have been received or completed in accordance with the Contract, including, but not limited to, submittal of Record Drawings (As-builts) to the Owner vault, Warranties and guarantees, Maintenance Manuals, and training of Owner personnel.

All requirements specified in the Contract in conjunction with the Final Application for Payment have been completed and the Final Application for Payment is hereby approved for release.

Original date of Substantial Completion of Work:	August 3, 2018
Approved Contract Time Extension (days):	0-days
Revised date of Substantial Completion of the Work:	N/A
Actual date of Substantial Completion of the Work:	August 3, 2018
Final Contract Value:	$840,547.89
Final Completion Date:	August 3, 20,18

Actual date of Substantial Completion of the Work exceeds the revised Substantial Completion of the Work date by 0 days(s), therefore liquidated damages of $0.00 per day shall be assessed against Final Application for Payment.

Recommended for Acceptance of Contract, Approval for Release of Final Payment and Notice of Completion can be submitted to the Board of Trustees:

_____

District Authorized Representative

cc: **Contracts Management (Original)** **Architect of Record**
Project file

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	March 7, 2019
SUBJECT:	Approval of Award of Contract, Play Power, LT Farmington Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School (Bond Fund)

Background:

On December 19, 2013, the Board of Education approved the award of a construction contract to Play Power LT Farmington Inc., Pacific Park and Playground as part of National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, for the installation of playground equipment at Disney, Edison, Jefferson, McKinley and Providencia Elementary Schools. This contract for Bret Harte will provide Bret Harte with the necessary upgrades to their play equipment.

District-Wide Goals for 2018-2019:

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

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

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

As a continuation of the Bond portion of the Playground Equipment, some of the existing equipment will be replaced and others will be refreshed to maximize the funding dollars available. Some of the existing equipment is obsolete and replacement parts are no longer available and some of the other components have reached their life expectancy. Pricing was publicly vetted through National Joint Powers Alliance (NJPA) a national competitive bid process that BUSD is able to take advantage of. The installation of this new playground equipment will provide Bret Harte with the necessary upgrades to their play equipment. This

contract will include the purchase of the play equipment from Play Power LT Farmington and installation of equipment by PSI who will be the subcontractor for Play Power LT Farmington.

Fiscal Impact:

$21,856.98 (Bond Fund)

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract, National Joint Powers Alliance (NJPA) Contract #022113-LTS, between Burbank Unified School District and Play Power LT Farmington, Inc., for the procurement and installation of playground equipment for Bret Harte Elementary School, effective March 8, 2019 through March 9, 2020, not to exceed $21,856.98 (21.3-00000-0-91006-85000-6410-205-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	June 20, 2019
SUBJECT:	Acceptance of Notice of Completion, Play Power, LT Farmington Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School (Bond Fund)

Background:

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District-Wide Goals for 2018-2019:

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

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

7.7 Continue construction / modernization projects according to the General Obligation Bond Implementation Plan and develop a long-term maintenance plan.

7.9 Continue to implement the Mental Health and Wellness Plan for all students, families, and employees.

Discussion/Issues:

On March 7, 2019, the Board of Education approved an award of contract, Play Power, LT Farmington

Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School (Bond Fund)

This work is completed at Bret Harte Elementary School and has been accepted by the District.

Fiscal Impact:

$21,856.98 PO 19003205 (Bond Fund)

Recommendation:

David Jaynes, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept a notice of completion, Play Power, LT Farmington Inc., National Joint Power Alliance (NJPA) Piggyback Contract 022113-LTS, Procurement and Installation of Playground Equipment, Bret Harte Elementary School, not to exceed $21,856.98 PO 19003205- (213-00000-0-91006-85000-6410-205-0000) Bond Fund, as presented.

Burbank Unified School District
Facilities Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	David Jaynes, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Cathy Weissman, Project Accounting Technician
DATE:	March 7, 2019
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Fiscal Impact:

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Recommendation:

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