



In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Superintendent's Office (626) 471-2010, twenty-four hours prior to the meeting so that reasonable arrangements can be made. The Administration Center Board Room is wheelchair accessible.



In accordance with a recent amendment to the Ralph M. Brown Act, public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Administration Office located at 325 E. Huntington Drive, Monrovia, Ca 91016, during regular business hours (8:00am to 4:00pm.)



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

325 E. Huntington Drive Monrovia, California 91016

BOARD OF EDUCATION CLOSED SESSION

Wednesday, April 26, 2023

5:30 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING

Wednesday, April 26, 2023

6:30 p.m. - Board Room

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING

1. Call to Order

2. Public Comments for Items on the Closed Session Agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. CONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (6:30 p.m.)

1. Meeting called to order by presiding chairperson, _____ at _____ pm.

2. Pledge of Allegiance by Monroe Elementary School, Richard Morrison, Principal.

3. Roll Call:

Traci Gholar, Board President _____ Ryan D. Smith, Superintendent _____

Jennifer Anderson, Board Vice-Pres. _____ Gregoire Francois, Deputy Supt. _____

Rob Hammond, Board Clerk _____ Jessica Garcia, Asst. Supt. Bus. Svcs. _____

Maritza Travanti, Board Member _____ Greg Puccia, Asst. Supt. HR _____

Selene Lockerbie, Board Member _____

Emma Nahapetian, Student Board Member _____

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

2. Approve the Minutes of the Regular Board of Education Meeting on April 12, 2023
Motion by _____, seconded by _____, Vote _____
Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.
[BM Minutes 04.12.2023.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. Natalie Nash, 12th grade MHS, ACSA Oratory Contest
2. Board Member Reports
3. Student Board Member Report
4. Report from the Superintendent

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, public input is limited to no more than three (3) minutes per person, per agenda or non-agenda item, totaling no more than 20 minutes per item.

1. Public Comments for items not on the Agenda -In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

2. Public Comments for items on the Open Session Agenda

H. STAFF PRESENTATIONS

1. SCHOOL SAFETY AND EMERGENCY PREPAREDNESS UPDATE

The Board of Education will receive a School Safety and Emergency Preparedness Update.

I. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: _____

Approval of Consent Agenda:

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.

EDUCATIONAL SERVICES

1. 22/23-1107 - MEMORANDUM OF UNDERSTANDING BETWEEN CHARTER OAK UNIFIED SCHOOL DISTRICT AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Charter Oak Unified School District and Monrovia Unified School District for the award, allocation, and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG) from July 1, 2023 through December 31, 2024.

[MUSD CTEIG 8 MOU - 20230426.pdf](#)

2. 22/23-1112 - FINAL SETTLEMENT AGREEMENT

The Board of Education is requested to ratify a Final Settlement Agreement for Office of Administrative Hearing Case No. 2023030535 in regards to Student No. 5661262708 dated March 31, 2023.

[Final Settlement Agreement Report No. 7.pdf](#)

BUSINESS SERVICES

3. 22/23-2137 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$1,516,684.97 issued March 18, 2023, through April 7, 2023, and payments in the amount of \$6,165,222.99 issued March 23, 2023, through April 11, 2023.

[BA Item 2137\(b\) Purchase Order Rpt 4-26-23.pdf](#)

4. 22/23-2138 - DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts, Deposit Report No. 32 through No. 33, deposited March 30, 2023, through April 11, 2023, for a total amount of \$1,117,525.31.

[BA Item 2138\(b-c\) Deposit Rpts #32-33 4-26-23.pdf](#)

5. 22/23-2139 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[BA Item 2139\(b\) Budgetary Transfers 4-26-23.pdf](#)

6. 22/23-2140 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2023-13.

[Acceptance of Gifts #2023-13 04-26-23.pdf](#)

HUMAN RESOURCES

7. 22/23-3086 - PERSONNEL ASSIGNMENTS

The Board of Education is requested to approve Personnel Assignments Report #16.

[BRD REPORT 20230412 Personnel Report 16.pdf](#)

8. 22/23-3087 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

The Board of Education is requested to approve Travel and Conference Report #15.

[04262023TravelConference.pdf](#)

9. 22/23-3088 – RENEWAL OR AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

The Board of Education is requested to approve the renewal of the agreement between Monrovia Unified School District and California State Polytechnic University Pomona, (Cal Poly Pomona), commencing July 01, 2023, and through June 30, 2026.

[5523-0055 Monrovia USD Student Teaching and Internship PASC Fieldwork Agreements Cal Poly Pomona.pdf](#)

BOARD BUSINESS

10. 22/23-5055 - AMENDMENT TO MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT, THE CITY OF MONROVIA, AND CENTRE STAGE PRODUCTIONS FOR THE ORGANIZATION AND PRODUCTION OF THE 2023 MONROVIA DAYS PARADE & FESTIVAL

The Board of Education is requested to approve an amendment to the Memorandum of Understanding between the District, the City of Monrovia, and Centre Stage Productions, for

the organization and production of the upcoming 2023 Monrovia Days Parade & Festival on May 19-21, 2023.

[2022 Monrovia Days MOU.pdf](#)

[Monrovia Days Partnership Agreement.pdf](#)

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – *Greg Francois, Ed.D., Deputy Superintendent*

1. 22/23-1110 - ARTICULATION AGREEMENT BETWEEN CERRITOS COLLEGE AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve an Articulation Agreement with Cerritos College allowing Monrovia High School (MHS) students to earn college credit from Cerritos College upon successful completion of MHS's Honors Project Lead the Way (PLTW) Introduction to Engineering course. If approved, this agreement will be reviewed and renewed annually.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Cerritos College - ENGT 103 Articulation Agreement - 20230426.pdf](#)

BUSINESS SERVICES – *Jessica Garcia, Asst. Supt. of Business Services*

2. 22/23-2142 - PURCHASE AGREEMENT WITH AMS.NET FOR RUBRIK BACKUP SOLUTION

The Board of Education is requested to ratify a purchase agreement with AMS.Net for RUBRIK Backup Solution.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[BA Item 2142\(b\) Purchase Agreement with AMS.Net for Rubrik Backup Solution 4-26-23.pdf](#)

3. 22/23-2143 - PURCHASE AGREEMENT WITH AMS.NET FOR MERAKI SWITCHING (E-RATE)

The Board of Education is requested to approve a purchase agreement with AMS.Net for Meraki Switching (E-rate).

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[BA Item 2143\(b\) Purchase Agreement with AMS.Net for Meraki Switching \(E-rate\) 4-26-23.pdf](#)

4. 22/23-2144 - INCIDENT IIQ SOFTWARE SUBSCRIPTION FOR K-12 HELP DESK AND ASSET MANAGEMENT SOFTWARE

The Board of Education is requested to approve the purchase of Incident IIQ, a specialized K-12 help desk & asset management software.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[BA Item 2144\(b\) Incident Software Subscription for K-12 Helpdesk and Asset Management Software 4-26-23.pdf](#)

5. 22/23-2145 - PURCHASE AGREEMENT WITH WEATHERPROOFING TECHNOLOGIES, INC FOR ROOFING MATERIALS AND SUPPLIES FOR CLIFTON MIDDLE SCHOOL AND WILD ROSE ELEMENTARY SCHOOL

The Board of Education is requested to approve a purchase agreement with Weatherproofing Technologies, Inc. (WTI) for roof repair materials and supplies for the summer 2023 roof repair projects at Clifton Middle School and Wild Rose Elementary School. Roof repair material purchase package is for utilization by future bid awarded contractor in completing roof restoration and replacement projects.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[BA Item 2145\(b\) Purchase Agreement with Weatherproofing Technologies, Inc. 4-26-23.pdf](#)

HUMAN RESOURCES – Greg Puccia, Ed.D., Asst. Supt. of Human Resources

6. 22/23-3089 RESOLUTION 2223-20, RECOGNIZING APRIL 23-29, 2023, AS

“ADMINISTRATIVE PROFESSIONALS WEEK,” AND APRIL 26, 2023, AS

“ADMINISTRATIVE PROFESSIONALS DAY”

The Board of Education is requested to adopt Resolution No. 2223-20, recognizing April 23-29, 2023, as "*Administrative Professionals Week*," and Wednesday, April 26, 2023, as "*Administrative Professionals Day*."

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Resolution 2223-20 Administrative Professional Week 2023.pdf](#)

7. 22/23-3090 - RESOLUTION 2223-21, RECOGNIZING MAY 1 - 5, 2023, AS "NATIONAL TEACHER APPRECIATION WEEK" AND MAY 2, 2023, AS "NATIONAL DAY OF THE TEACHER."

The Board of Education is requested to adopt Resolution No. 2223-21, declaring May 2, 2023, as "National Day of the Teacher," and May 1-5, 2023, as "National Teacher Appreciation Week," and urges all citizens to participate in observances that express their appreciation for teachers.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Resolution 2223-22 Teacher Appreciation Week.pdf](#)

8. 22/23-3091 - RESOLUTION 2223-22 RECOGNIZING MAY 10, 2023 AS “NATIONAL SCHOOL NURSE DAY”

The Board of Education is requested to adopt Resolution 2223-22, recognizing May 10, 2023, as "*National School Nurse Day*."

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Resolution 2223-23 School Nurses Day 2023.pdf](#)

9. 22/23-3092 - MEMORANDUM OF UNDERSTANDING (MOU) WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

The Board of Education is requested to approve a Memorandum of Understanding (MOU) with CSEA to increase the number of hours worked by district custodians.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_

Board Member Anderson_, Board President Gholar_

[MUSD CSEA MOU - Custodian Hours Increase.pdf](#)

BOARD BUSINESS – Ryan D. Smith, Ed.D., Superintendent of Schools

10. 22/23-5056 – 2023-2024 PROPOSED BOARD MEETING SCHEDULE

The Board of Education is requested to review and approve the schedule of the Regular Board of Education meetings for the 2023-2024 school year.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[2023-24 Proposed Board Meeting Dates.pdf](#)

11. 22/23-5057 - RESOLUTION NO. 2223-23, DECLARING MAY 2023, AS "MENTAL HEALTH AWARENESS MONTH"

The Board of Education is requested to adopt Resolution No. 2223-23, declaring the month of May 2023, as "*Mental Health Awareness Month*."

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Resolution 2223-23 Mental Health Awareness Month 2023.pdf](#)

12. 22/23-5058 - RESOLUTION NO. 2223-24, RECOGNIZING MAY 2023, AS "ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH"

The Board of Education is requested to approve Resolution No. 2223-24, recognizing May 2023, as "*Asian American and Pacific Islander Heritage Month*."

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,

Board Member Anderson_, Board President Gholar_.

[Resolution 2223-24 Asian American and Pacific Islander Heritage Month May 2023.pdf](#)

K. FUTURE MEETING DATES

- May 10, 2023; 6:30 p.m. - Regular Board of Education Meeting
- May 18, 2023; 4:00 p.m. - Joint Personnel Commission/Board of Education Meeting
- May 24, 2023; 6:30 p.m. - Regular Board of Education Meeting
- June 14, 2023; 6:30 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Monrovia Elementary Olympic Games - April 28, 2023

Community Resource Fair - May 4, 2023; 5:00 pm - 7:00 pm; Friendship Circle MHS

Grease: School Version - May 4 - 5, 2023; 7:00 pm; Clifton Auditorium

Superstars of Music - May 16, 2023; 6:00 pm; Louise K. Taylor Performing Arts Center

Monrovia Days - May 19 - 21, 2023; Library Park

Graduation and Promotion Ceremonies

- Bradoaks Elementary Science Academy - Wednesday, June 7, 2023; 8:10 am
- Mayflower Elementary School - Wednesday, June 7, 2023; 8:30 am
- Monroe Elementary School - Wednesday, June 7, 2023; 9:00 am
- Plymouth Elementary School - Wednesday, June 7, 2023; 8:30 am
- Wild Rose School of Creative Arts - Wednesday, June 7, 2023; 9:00 am
- Clifton Middle School - Tuesday, June 6, 2023; 9:00 am
- Santa Fe Computer Science Magnet School - Tuesday, June 6, 2023; 8:30 am
- Canyon Oaks High School/Mountain Park School - Tuesday, June 6, 2023; 6:00 pm

- Monrovia High School - Wednesday, June 7, 2023; 5:00 pm
- Monrovia Community Adult School - Thursday, May 25, 2023; 6:00 pm

M. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING



MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016

BOARD OF EDUCATION CLOSED SESSION

Wednesday, April 12, 2023

5:30 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING

Wednesday, April 12, 2023

6:30 p.m. - Board Room

UNADOPTED MINUTES

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING

1. Call to Order
2. Public Comments for Items on the Closed Session Agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
2. Conference with Legal Counsel-Existing Litigation [Government Code Section 54956.9(a)]
T.Z. v. Monrovia Unified School District, Case No. 22AHCV00645

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. CONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (6:30 p.m.)

1. Meeting called to order by presiding chairperson, Traci Gholar at 6:31 pm.
2. Pledge of Allegiance by Monrovia Community Adult School Citizenship Class - Flint Fertig, Director
3. Roll Call:

Traci Gholar, Board President Present
Jennifer Anderson, Board Vice-Pres. Present
Rob Hammond, Board Clerk Present
Maritza Travanti, Board Member Present
Selene Lockerbie, Board Member Present
Sarah Tripp, Student Board Member Excused

Ryan Smith, Superintendent Present
Gregoire Francois, Deputy Superintendent Present
Jessica Garcia, Asst. Sup., Bus. Svcs. Present
Greg Puccia, Asst. Sup., HR Present

4. Report out of Closed Session

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendaized matters, may be moved up on the Agenda.
2. Approve the Minutes of the Regular Board of Education Meeting on March 22, 2023 Motion by Board Member Hammond, seconded by Board Member Travanti, **Vote 5-0** Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y, Board Member Anderson Y, Board President Gholar Y.
[BM Minutes 03.22.2023.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education & the Chamber of Commerce would like to congratulate the following employees on being recipients of Monrovia Unified School District's **"Employee of the Month"** for the month of **April**:

- **Sonia Rizo, Campus Assistant, Monroe Elementary School**
- **Karla Galindo, Teacher, Monroe Elementary School**
- **Natalie Ridley, Instructional Aide, Santa Fe Computer Science Magnet School**
- **Dave Hart, Teacher, Santa Fe Computer Science Magnet School**

2. Assistance League of Arcadia Donation

3. Board Member Reports

- Board Member Lockerbie reported on the Little Shop of Horrors presented at MHS. Next, Board Member Lockerbie thanked Mr. Weed, band teacher from Clifton Middle School, for the collaboration concert with APU.
- Board Member Travanti reported on her visit to the Wellness Center at MHS. She shared about the work they are doing with the prom closet and school supplies. Ms. Travanti thanked the Wellness Center for their work.
- Board President Gholar reported on the STAR Awards. Ms. Gholar congratulated all those nominated and congratulated the award recipients, Alison Meloserdoff, Val Miranda, Samara Hirsch, and Scott Moses. She thanked Superintendent Smith, Dr. Puccia, Shershonna Huff, and Gustavo Olguin. She also thanked community partners Foothill Federal Credit Union and Imprintability, as well as the food services team, as well as Mr. Ayala and the MHS team.

4. Student Board Member

- Report there was none.

5. Report from the Superintendent

- Dr. Smith welcomed everyone back from Spring Break. He reported on STAR Awards, Open Houses, a letter he received from a third grader at Wild Rose Elementary. Dr. Smith invited Dr. Puccia to introduce new administrators Morena Tejada-Fisher and Ashley Leone.

G. **PUBLIC COMMENTS - The Board of Education encourages public participation, and invites you to share your views on school business.**

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, public input is limited to no more than three (3) minutes per person, per agenda or non-agenda item, totaling no more than 20 minutes per item.

1. Public Comments for items not on the Agenda -In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome

your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

Dave Hart – Thanked the Board for the wonderful STAR Awards event and asked if it could be televised next year. He also invited the Board to Santa Fe’s Spring Concert on May 31.

2. Public Comments for items on the Open Session Agenda

There are none.

H. STAFF PRESENTATIONS

1. 2023 SUMMER SCHOOL PLAN PRESENTATION

The Board of Education will receive the 2023 Summer School Plan presentation.

2. CAREER TECHNICAL EDUCATION (CTE) PATHWAY UPDATE

The Board of Education will receive a Career Technical Education (CTE) Pathway update.

I. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: None

Approval of Consent Agenda:

Motion by Board Member Hammond, seconded by Board Member Anderson, **Vote 5-0**

Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,

Board Member Anderson Y, Board President Gholar Y.

EDUCATIONAL SERVICES

1. 22/23-1105 - FINAL SETTLEMENT AGREEMENT

The Board of Education is requested to approve a Final Settlement Agreement regarding Student No. 8012673505 dated March 17, 2023.

[Settlement Agreement Agenda Report 6.pdf](#)

2. 22/23-1106 - MEMORANDUM OF UNDERSTANDING BETWEEN CHARTER OAK UNIFIED SCHOOL DISTRICT AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Charter Oak Unified School District and Monrovia Unified School District concerning the award, allocation, and required use of funds confirmed in the K-12 Strong Workforce Program Grant.

[K12 Strong Workforce Program Round 5 MOU v2 - 20230412.pdf](#)

[K12 Strong Workforce Program Foothill Consortium - 20230412.pdf](#)

BUSINESS SERVICES

3. 22/23-2125 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$3,929,564.31 issued March 4, 2023, through March 17, 2023, and payments in the amount of \$497,730.11 issued March 8, 2023, through March 22, 2023.

[BA Item 2125\(b-c\) Purchase Order Rpt 4-12-23.pdf](#)

4. 22/23-2126 - DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts, Deposit Report No. 30 through No. 31, deposited March 17, 2023, through March 22, 2023, for a total amount of

\$536,277.13.

[BA Item 2126\(b-c\) Deposit Rpt #30-31 4-12-23.pdf](#)

5. 22/23-2127 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[BA Item 2127\(b\) Budgetary Transfers 4-12-23.pdf](#)

6. 22/23-2128- ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2023-12.

[Acceptance of Gifts #2023-12 04-12-23.pdf](#)

7. 22/23-2129 - PROFESSIONAL SERVICE AGREEMENTS

The Board of Education is requested to approve the Professional Service Agreements Report #13 for the Monrovia Unified School District 2022-23 SY.

[Professional Service Agmts #13.pdf](#)

8. 22/23-2130 - FOOD CATERING TRUCK AGREEMENT - KONA ICE

The Board of Education is requested to approve a food catering truck agreement with Kona Ice for a fundraising event at Mayflower Elementary School in the Monrovia Unified School District. [BA](#)

[Item 2130\(b\) Food Truck Agreement-Kona Ice 4-12-23.pdf](#)

HUMAN RESOURCES

9. 22/23-3082 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

The Board of Education is requested to approve Travel and Conference Report #14.

[04122023TravelConference.pdf](#)

10. 22/23-3083 - PERSONNEL ASSIGNMENTS

The Board of Education is requested to approve Personnel Assignments Report #15.

[BRD REPORT 20230412 Personnel Report 15.pdf](#)

11. 22/23-3084 - QUARTERLY UNIFORM COMPLAINT

The Board of Education is requested to receive a quarterly Williams Uniform Complaint report.

[3RD QUARTER 2022 UCP Reporting Form.pdf](#)

BOARD BUSINESS

12. 22/23-5050 - RETIREMENT OF BOARD BYLAW 9321.1, *CLOSED SESSION ACTION AND REPORTS*

The Board of Education is requested to retire Board Bylaw 9321.1, *Closed Session Actions and Reports*.

13. 22/23-5051 - BOARD BYLAW 9320, *MEETINGS AND NOTICES*

The Board of Education is requested to approve Board Bylaw 9320, *Meetings and Notices*, as recommended by the California School Boards Association.

[9320 BB MEETINGS AND NOTICES Updated 03.22.2023.pdf](#)

14. 22/23-5052 - BOARD BYLAW 9321, *CLOSED SESSION*

The Board of Education is requested to approve Board Bylaw 9321, *Closed Session*, Board Bylaw 9321, Exhibit 1, and Board Bylaw 9321, Exhibit 2, as recommended by the California School Boards Association.

[9321 BB CLOSED SESSION Updated 03.22.2023 Rev..pdf](#)

[9321 BB Exhibit 1 CLOSED SESSION.pdf](#)

[9321 BB Exhibit 2 CLOSED SESSION.pdf](#)

15. 22/23-5053 - BOARD BYLAW 9323, *MEETING CONDUCT*

The Board of Education is requested to approve Board Bylaw 9323, *Meeting Conduct*, as

recommended by the California School Boards Association.

[9323_BB_MEETING_CONDUCT_Updated_03.22.2023.pdf](#)

16. 22/23-5054 - BOARD BYLAW 9323.2, ACTIONS BY THE BOARD

The Board of Education is requested to approve Board Bylaw 9323.2, *Actions by the Board*, 9323.2 Exhibit 1, and 9323.2 Exhibit 2, as recommended by the California School Boards Association.

[9323.2_BB_ACTIONS_BY_THE_BOARD_Updated_03.22.2023.pdf](#)

[9323.2_BB_Exhibit_1_ACTION_BY_THE_BOARD_New_03.22.2023.pdf](#)

[9323.2_BB_Exhibit_2_ACTION_BY_THE_BOARD_New_03.22.2023.pdf](#)

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Greg Francois, Ed.D., Deputy Superintendent

1. 22/23-1109 - MEMORANDUM OF UNDERSTANDING BETWEEN PRESCOTT SANCHEZ, INC., DBA HOME INSTEAD PASADENA, AND MONROVIA COMMUNITY ADULT SCHOOL

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Prescott Sanchez, Inc., dba Home Instead Pasadena, and Monrovia Community Adult School (MCAS) for the term beginning April 13, 2023, and ending June 30, 2025.

Motion by Board Member Anderson, seconded by Board Member Hammond, **Vote 5-0**

Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,

Board Member Anderson Y, Board President Gholar Y.

[MCAS and Home Instead MOU 2022-23 SIGNED - REV 3-23-23.pdf](#)

BUSINESS SERVICES – Jessica Garcia, Asst. Supt. of Business Services

2. 22/23-2131 - AGREEMENT WITH FACILITRON, INC.

The Board of Education is requested to approve a service agreement with Facilitron, Inc. to implement an internet website that will provide the District with a web storefront for the presentation and rental of facilities.

Motion by Board Member Hammond, seconded by Board Member Anderson, **Vote 4-1**

Board Member Lockerbie N, Board Member Travanti Y, Board Member Hammond Y,

Board Member Anderson Y, Board President Gholar Y.

[BA Item 2131\(b\) Agreement with Facilitron 4-12-23.pdf](#)

3. 22/23-2132 - SERVICE AGREEMENT WITH ARCINA RISK GROUP

The Board of Education is requested to approve a service agreement with Arcina Risk Group to provide the District with assistance to identify and locate any historic insurance policy that may be responsive to legacy tort matters.

Motion by Board Member Hammond to approve with the notation “as far back as necessary,” seconded by Board Member Travanti, **Vote 5-0**

Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,

Board Member Anderson Y, Board President Gholar Y.

[BA Item 2132\(b\) Service Agreement with Arcina Risk Group 4-12-23.pdf](#)

4. 22/23-2133 - SERVICE AGREEMENT WITH INTEGRATED PEST CONTROL MANAGEMENT

The Board of Education is requested to approve a service agreement with Integrated Pest Management to provide a pest prevention program for our school site kitchens.

Motion by Board Member Anderson, seconded by Board Member Travanti, **Vote 5-0**

Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,

Board Member Anderson Y, Board President Gholar Y.

[BA Item 2133\(b\) Service Agreement with Integrated Pest Control Management 4-12-23.pdf](#)

5. 22/23-2134 - FOOD CATERING AGREEMENT - CHANOS RESTAURANT

The Board of Education is requested to approve a food catering agreement with Chanos Restaurant for a Staff Appreciation lunch at Plymouth Elementary School in the Monrovia Unified School District.

Motion by Board Member Lockerbie, seconded by Board Member Anderson, **Vote 5-0**
Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,
Board Member Anderson Y, Board President Gholar Y.

[BA Item 2134\(b\) Food Catering Agreement-Chanos Restaurant 4-12-23.pdf](#)

6. 22/23-2135 - PURCHASE AGREEMENT WITH INTELLI-TECH FOR HP CHROMEBOOKS

The Board of Education is requested to approve the purchase of Chromebooks to sustain a 1:1 Chromebook ratio and support digital literacy and equity for all students.

Motion by Board Member Lockerbie, seconded by Board Member Hammond, **Vote 5-0**
Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,
Board Member Anderson Y, Board President Gholar Y.

[BA Item 2135\(b\) Purchase Agreement with Intelli-Tech 4-12-23.pdf](#)

7. 22/23-2136 - RESOLUTION NO. 2223-19 AUTHORIZING THE ISSUANCE AND SALE OF MONROVIA UNIFIED SCHOOL DISTRICT GENERAL OBLIGATION BONDS, 2022 ELECTION, 2023 SERIES A

The Board is requested to adopt Resolution No. 2223-19 Authorizing the Issuance of Monrovia Unified School District General Obligation Bonds, 2022 Election, 2023 Series A.

Motion by Board Member Hammond, seconded by Board Member Anderson, **Vote 5-0**
Board Member Lockerbie Y, Board Member Travanti Y, Board Member Hammond Y,
Board Member Anderson Y, Board President Gholar Y.

[BA Item 2136\(b-d\) Resolution No. 2223-19 Authorizing the Issuance and Sale of Monrovia USD General Obligation Bonds 4-12-23.pdf](#)

- Board Member Hammond would like to put in record for the public, we are now in April and it is less than six months since we took the vote and we are now taking action to do what we said we were going to do. There will be many public meetings coming up for the public to look at as we start doing the priorities for the 18 million dollars that we just set out to be sold. If you have any questions about that, I know that every Board member is willing to answer those questions. We have had many meetings about where that priority lies and we are going to be doing things on our campuses to separate our campuses from the sidewalk.

K. FUTURE MEETING DATES

- April 26, 2023; 6:30 p.m. - Regular Board of Education Meeting
- May 10, 2023; 6:30 p.m. - Regular Board of Education Meeting
- May 18, 2023; 4:00 p.m. - Joint Personnel Commission/Board of Education Meeting
- May 24, 2023; 6:30 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Special Education Parent Awareness (S.E.P.A.) Meeting - April 13, 2023; 6:00 pm

Parent Access to Healing and Support (P.A.T.H.S.) Meeting - April 20, 2023; 6:00 pm

Grease: School Version - May 4 - 5, 2023; 7:00 pm; Clifton Auditorium

Superstars of Music - May 16, 2023; 6:00 pm; Louise K. Taylor Performing Arts Center

Monrovia Days - May 19 - 21, 2023; Library Park

OPEN HOUSES

Bradoaks - Tuesday, April 25, 2023; 6:00 pm

Wild Rose - Tuesday, April 25, 2023; 6:00 pm

M. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING at 8:34 pm.

The Board meeting was closed in memory of Linda Dempsey, former MUSD CBO, and Eva Reyes, grandmother of Becky Perez, principal of Santa Fe SCMS.

Ryan D. Smith, Superintendent and Board Secretary

Rob Hammond, Board Clerk

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

1. 22/23-1107 - MEMORANDUM OF UNDERSTANDING BETWEEN CHARTER OAK UNIFIED SCHOOL DISTRICT AND MONROVIA UNIFIED SCHOOL DISTRICT

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Charter Oak Unified School District and Monrovia Unified School District for the award, allocation, and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG) from July 1, 2023 through December 31, 2024.

Rationale:

The California Career Technical Education Incentive Grant Program is a state education, economic, and workforce development initiative with the goal of providing students with the knowledge and skills necessary to transition to employment and post-secondary education. The purpose of this program is to encourage and maintain the delivery of career technical education programs by the Monrovia Unified School District, which is acting as a participating district for this grant, during the implementation of the Local Control Funding Formula (LCFF). Charter Oak Unified School District (COUSD) has been elected to be the fiscal lead by the Foothill Consortium, a designated group of districts that includes Azusa Unified School District, Charter Oak Unified School District, Duarte Unified School District, and Monrovia Unified School District. COUSD is responsible for acquiring, managing, and reporting all uses of grant funds in compliance with the California Career Technical Education Incentive Grant Program. All districts participating in the program have agreed to deliver to all terms and conditions set forth in the MOU for COUSD to comply with all program eligibility requirements fully.

Background:

Budget Implication (\$ Amount):

For the grant term ending December 31, 2024, the Foothill Consortium has been awarded \$1 million, a portion of which shall be made available to the District according to the Budget Allocation of the MOU (\$881,700).

Legal References:

Education Code 17604 requires that all contracts and agreements be approved or ratified by the Board of Education.

Additional Information:

Copies of the Memorandum of Understanding and the CTEIG Round 8 Budget are attached hereto.

ATTACHMENTS

- [MUSD CTEIG 8 MOU - 20230426.pdf](#)
- [CTEIG Round 8 Budget.pdf](#)

California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding

The following is a Memorandum of Understanding (MOU) Between Charter Oak Unified School District (hereinafter referred to as COUSD), and Monrovia Unified School District (hereinafter referred to as "District") concerning the award, allocation and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG 8).

I. Background

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs.

Education Code (EC) sections 53070-53076.4

COUSD has been elected to be the fiscal lead by the Foothill Consortium, a designated group of districts that includes COUSD, Azusa, Duarte, and Monrovia Unified School Districts, and has been assigned the sole responsibility to acquire, manage and report all uses of Grant funds in compliance with the California Career Technical Education Incentive Grant Program. All districts participating in the Program have agreed to adhere to all terms and conditions set forth in this Memorandum in order for COUSD to fully comply with all Program eligibility requirements.

II. Duration of Memorandum of Understanding

The duration of the MOU will be for the duration of the CTEIG 8 grant funding term of July 1, 2023 - December 31, 2024, unless otherwise modified or terminated by either party 30 days following the effective date of such written notice.

III. Amount Awarded

For the Grant Term ending December 31, 2024, the Foothill Consortium has been awarded \$1,000,000, a portion of which shall be made available to District, per allocation attachment. The grant payment will be dispersed to the Foothill Consortium pursuant to receipt of fully executed Memoranda of Understanding from all members of the Consortium and a signed Grant Award Notification (GAN). All funds must be expended within the dates designated and for not more than the maximum amount indicated on the GAN. Funding for subsequent Grant Term(s) will be subject to performance data and CDE review.

IV. Responsibilities of the Parties

District:

- A. Identify one district office individual and one site contact from each participating school to work with COUSD staff in the implementation of career pathways at participating schools.
- B. Report a 2:1 match for any funding received as follows: two dollars (\$2) for every one dollar (\$1) received [EC §53071(a)(1)(D)(ii)].
- C. Provide assurance that all funds received shall be used only for the development and maintenance of CTE programs.
- D. Report and be prepared to show that all local educational agency (LEA) CTE expended funds under accounting goal codes 3800 (Vocational Education) or 6000 Regional Occupational Center and Programs (ROCPs).

COUSD:

COUSD shall assure that all districts participating under this MOU will meet all of the grant requirements as delineated in the RFA as follows:

- A. Offer high quality curriculum and instruction aligned with California Career Technical Education Model Curriculum Standards.
- B. Offer CTE pathway(s) that provide a coherent sequence of courses, are reported in CALPADS as CTE, and enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school.
- C. Provide career exploration and guidance opportunities for all pathway learners.
- D. Provide support services for students, including counseling.
- E. Embed student leadership development into career pathway teaching and learning.
- F. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnership with postsecondary educational institutions.
- G. Form ongoing and meaningful industry and labor partnerships through participation on advisory committees and collaboration with business and labor organizations to provide opportunities for pupils.
- H. Provide opportunities for pupils to gain access to pre-apprenticeships, internships, industry certifications, and work-based learning opportunities for industry to provide input to the career technical education programs and curriculum.
- I. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, leadership development, career technical student organizations, and other work-based learning opportunities.
- J. Reflect regional or local labor market demands and focus on current and emerging high-skill, high-wage, high-demand occupations.
- K. Provide programs that lead to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
- L. Provide skilled teachers with appropriate credentials, as well as skilled administrators and support staff members.
- M. Dedicate resources for professional development for CTE pathway teachers, including educator externships with industry.
- N. Provide opportunities for pupils who are individuals with exceptional needs to participate in all programs
- O. Report data as a program participation requirement to allow for evaluation of the program.

V. Additional Provisions

- A. The duly authorized officials of each respective party enter into this MOU.
- B. It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
- C. Nothing in this MOU is intended to negate or otherwise render ineffective any previous agreements.
- D. This MOU may be amended by the mutual written consent of the parties.
- E. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.

Approved By

Monrovia Unified School District

Charter Oak Unified School District

Print Name

Print Name

Title

Title

Signature

Signature

Date

Date

CTEIG Round 8 (FY 2022-23)**K-12 Foothill Consortium**

The CTEIG Round 8 grant term begins July 1, 2023. The grant term is tied to the associated legislation and state budget term that provided the funding for the grant. This round of CTEIG funding occurred during the 2022-2023 fiscal year. Actual distribution of funds does not occur until approximately June 2023. LEAs have until December 31, 2024 to expend all funds for this grant term.

Based on the Budget confirmed herein, all expenditures made by District, and all participating districts, are not to exceed agreed upon budgeted amounts without prior approval of COUSD. All services rendered, materials and products acquired, and all activities falling within budgeted parameters, shall be reported to COUSD quarterly. Districts will receive 70% of their allocation once funds have been released to the fiscal lead by submitting an invoice, with the remaining balance distributed 3 months prior to closeout or once initial funds have been spent, whichever comes first.

	Allocation of
Total grant allocation	\$1,000,000
Consortium Expenses	
Foothill Consortium Grant Coordinator \$50K (per district ADA percentage: AUSD=\$17,500, COUSD=\$12,500, DUSD=\$7500, MUSD=\$12,500)	\$50,000
Admin / Indirect Cost to COUSD Fiscal Lead (estimate 6.83%)	\$68,300
Total Consortium Expenses	\$118,300
Remaining Funds Allocated to Districts	\$881,700
Azusa USD Committed Expenses & District Allocation	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (per ADA rate of 35%)	\$39,375
Remaining Allocation for district CTE resources to meet grant objectives including NAF Agreement (i.e. membership fees, professional development, extended services).	\$269,220
Azusa Total (35% of \$881,700)	\$308,595
Charter Oak USD Committed Expenses & District Allocation	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (per ADA rate of 25%)	\$28,125
Remaining Allocation for district CTE resources to meet grant objectives including NAF Agreement (i.e. membership fees, professional development, extended services).	\$192,300
Charter Oak Total (25% of \$881,700)	\$220,425
Duarte USD Committed Expenses & District Allocation	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (per ADA rate of 15%)	\$16,875
Remaining Allocation for district CTE resources to meet grant objectives including NAF Agreement (i.e. membership fees, professional development, extended services).	\$115,380
Duarte Total (15% of \$881,700)	\$132,255
Monrovia USD Committed Expenses & District Allocation	
San Gabriel Economic Partnership Contract, includes: contract work with co-consultants; use of meeting location and supplies for Foothill Advisory meetings; administrative cost (per ADA rate of 25%)	\$28,125
Remaining Allocation for district CTE resources to meet grant objectives including NAF Agreement (i.e. membership fees, professional development, extended services).	\$192,300
Monrovia Total (25% of \$881,700)	\$220,425
Total CTEIG 8 Allocation	\$1,000,000

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

2. 22/23-1112 - FINAL SETTLEMENT AGREEMENT

RECOMMENDATION

The Board of Education is requested to ratify a Final Settlement Agreement for Office of Administrative Hearing Case No. 2023030535 in regards to Student No. 5661262708 dated March 31, 2023.

Rationale:

Board approval is required for payment of compensatory educationally related services and attorney fees for the Final Settlement Agreement for the Office of Administrative Hearing Case No. 2023030535, which releases all disputes and claims for Monrovia Unified School District Special Education Student No. 5661262708.

Budget Implication (\$ Amount):

The total cost of the Final Settlement Agreement is not to exceed \$6,425.

Legal References:

Public Law 94-142; Education Code sections 56361, 56365, 56366, and 56740; and Title 5 CAC 3061 and 3062.

ATTACHMENTS

- [Final Settlement Agreement Report No. 7.pdf](#)

*Agenda Item 22/23-1112
April 26, 2023

Final Settlement Agreement
Student No. 5661262708
Report No. 7

Compensatory Educational Services to Student 25 hours of Specialized Academic Instruction	NTE \$1,425.00
Attorney Fees Law Office of Barbara Dixon	\$5,000.00

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

3. 22/23-2137 - PURCHASE ORDERS AND PAYMENT OF BILLS

RECOMMENDATION

The Board of Education is requested to ratify purchase orders in the amount of \$1,516,684.97 issued March 18, 2023, through April 7, 2023, and payments in the amount of \$6,165,222.99 issued March 23, 2023, through April 11, 2023.

Rationale:

In accordance with California Education Code 42647, the Board of Education shall approve all payments and purchase orders. All payments and purchase orders submitted have been processed following the accounting practices upheld by the California School Accounting Manual.

Background:

Purchase orders are generated by the Purchasing Department for goods and services to encumber available funds before being submitted to the Fiscal Services Department for payment. After verification of the receipt of goods or services in accordance with the order as placed, the payment for such goods or services is processed. Voluntary deductions and fringe benefit payments are issued after the payroll reconciliation of employee and employer-authorized contributions. The payroll warrants are issued only to employees approved through the Personnel Assignment Report process.

Budget Implication (\$ Amount):

All payments are paid from the appropriate fund balances, maintaining the integrity of the budget.

Legal References:

California Education Code 42647 states that the Board of Education shall approve all payments and purchase orders.

Additional Information:

Copies of the detailed Purchase Order and Warrant Summary reports are attached.

ATTACHMENTS

- [BA Item 2137\(b\) Purchase Order Rpt 4-26-23.pdf](#)

Report ID: FIN-PROC-0099

Run Date: 04/12/2023

Run Time: 12:12:39 PM

Monrovia Unified School District

Purchase Order Board List

From 03/18/23 - To 04/07/23

Cover Page

Prompts and Parameters

From Approval Date: 3/18/23

To Approval Date: 4/7/23

From Record Date: Not Entered

To Record Date: Not Entered

District/Agency (Optional): Not Entered

Document Code (Optional): Not Entered

**** Populate either Approval Date or Record Date in the Prompts and Parameters, do NOT populate both. ****

Report Description

This report displays Purchase Orders in Final phase within the Date Range specified. The PO Amount columns are listed by Accounting Distribution. There are two amount columns: Accounting Line Amount and Open Accounting Line Amount, where Open Accounting Line Amount reflects the available balance on the PO that has not been expended. Additionally, the report includes an Excel tab that can be downloaded into Excel for further analysis.

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/20/23	PO1-64790-2050000-230000000167-3-Modification	2	Open PO - Office Depot, school supplies	0000236666-ODP Business Solutions, LLC	Wild Rose	01.0-00000.0-11100-10000-4310-2050000	\$9,000.00	\$657.61
PO1-64790-2050000-2300000000167-3-Modification						Sum:	\$9,000.00	\$657.61
03/20/23	PO1-64790-4090000-2300000000191-2-Cancellation	1	Open PO for Jostens-Diplomas 2022-23	0000223833-JOSTENS EVENT MANAGEMENT	Canyon Oaks	01.0-00000.0-00000-27001-4390-5180000	\$600.00	\$0.00
PO1-64790-4090000-2300000000191-2-Cancellation						Sum:	\$600.00	\$0.00
03/20/23	PO1-64790-4090000-2300000000549-1-New	0	Open PO for Jostens-Diplomas 2022-23	0000223926-JOSTENS INC.	Canyon Oaks	01.0-00000.0-00000-27001-4390-5180000	\$600.00	\$193.33
PO1-64790-4090000-2300000000549-1-New						Sum:	\$600.00	\$193.33
03/20/23	PO1-64790-6010052-2300000000548-1-New	0	Open PO for 22/23 SY for Home Depot Local Store	0000223936-HOME DEPOT/GECE	Food Services	13.0-53100.0-00000-37000-4390-6010052	\$1,000.00	\$1,000.00
PO1-64790-6010052-2300000000548-1-New						Sum:	\$1,000.00	\$1,000.00
03/20/23	PO2W-64790-6010014-23000000000329-1-New		The Asian Society online webinar	0000352512-The Asia Society	Instructional Services	01.4-07201.0-00000-21500-5220-6002900	\$120.00	\$0.00
03/20/23			The Asian Society online webinar	0000352512-The Asia Society	Instructional Services	01.4-07201.0-11100-10000-5220-6002900	\$120.00	\$0.00
PO2W-64790-6010014-23000000000329-1-New						Sum:	\$240.00	\$0.00
03/21/23	PO1-64790-2020000-2300000000551-1-New		Accelerated Reader	0000223257-RENAISSANCE LEARNING, INC.	Mayflower	01.4-07102.0-11100-10000-5841-2021500	\$5,958.25	\$0.00
PO1-64790-2020000-2300000000551-1-New						Sum:	\$5,958.25	\$0.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/21/23	PO1-64790-2030000-230000000552-2-Cancellation	1	California Science Center- Feild Trip Monroe	0000341460-California Science Center	Monroe	01.0-90125.0-11100-41000-5881-2030000	\$413.00	\$0.00
PO1-64790-2030000-230000000552-2-Cancellation						Sum:	\$413.00	\$0.00
03/21/23	PO1-64790-2030000-230000000554-1-New		California Science Center- Feild Trip Monroe	0000341460-California Science Center	Monroe	01.0-90125.0-11100-41000-5881-2030000	\$413.00	\$0.00
PO1-64790-2030000-230000000554-1-New						Sum:	\$413.00	\$0.00
03/21/23	PO1-64790-6000028-230000000555-1-New		RCastellano-GreaseSV Pension Contr. per contract	0000223880-SDC-LEAGUE PENSION FUND	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$495.00	\$495.00
PO1-64790-6000028-230000000555-1-New						Sum:	\$495.00	\$495.00
03/21/23	PO1-64790-6000028-230000000556-1-New		RCastellano-GreaseSV Health Contr. per contract	0000223881-SDC-LEAGUE HEALTH FUND	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$650.00	\$650.00
PO1-64790-6000028-230000000556-1-New						Sum:	\$650.00	\$650.00
03/21/23	PO1-64790-6000028-230000000557-1-New		Agreement-Consultant Services GreaseSV Roger Castellano	0000223478-ROGER CASTELLANO	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$4,355.00	\$0.00
PO1-64790-6000028-230000000557-1-New						Sum:	\$4,355.00	\$0.00
03/21/23	PO1-64790-6000028-230000000558-1-New		Agreement for Consultant Services Grease SV- Ashley Kirkland	0000223502-ASHLEY KIRKLAND	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$3,500.00	\$0.00
PO1-64790-6000028-230000000558-1-New						Sum:	\$3,500.00	\$0.00
03/21/23	PO1-64790-6000028-230000000559-1-New		Agreement for Consultant Services GreaseSV Graham Jackson	0000223525-GRAHAM JACKSON	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$2,500.00	\$0.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO1-64790-6000028-230000000559-1-New						Sum:	\$2,500.00	\$0.00
03/21/23	PO1-64790-6000028-230000000560-1-New		Agreement for Consultant Services Grease SV Mark Gamez	0000313756-Mark Gamez	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$800.00	\$0.00
PO1-64790-6000028-230000000560-1-New						Sum:	\$800.00	\$0.00
03/21/23	PO1-64790-6000028-230000000561-1-New		Agreement for Consultant Services Grease SV Gennie Cheng	0000352043-Gennie Cheng	District Wide - Music Programs	01.0-67620.0-17030-41000-5850-6000028	\$1,500.00	\$0.00
PO1-64790-6000028-230000000561-1-New						Sum:	\$1,500.00	\$0.00
03/21/23	PO1-64790-6010015-230000000142-3-Modification	2	Open PO for office supplies 22/23	0000236666-ODP Business Solutions, LLC	Pupil Services	01.0-00000.0-00000-39000-4350-6010015	\$2,000.00	\$368.85
PO1-64790-6010015-230000000142-3-Modification						Sum:	\$2,000.00	\$368.85
03/21/23	PO1-64790-6040047-230000000550-1-New	0	Open PO - Plumbing Services and Repairs	0000353468-Century Sewer Services	Maintenance	01.0-81500.0-00000-81100-5630-6040047	\$2,500.00	\$1,950.00
PO1-64790-6040047-230000000550-1-New						Sum:	\$2,500.00	\$1,950.00
03/21/23	PO1-64790-6040047-230000000562-1-New		Open PO Acoustical Ceiling Tiles 2023	0000352477-CLASSIC ACOUSTICAL	Maintenance	01.0-81500.0-00000-81100-4380-6040047	\$5,000.00	\$2,602.42
PO1-64790-6040047-230000000562-1-New						Sum:	\$5,000.00	\$2,602.42
03/21/23	PO3W-64790-0000000-2300000000277-1-New	0	Paper Products for Warehouse Inventory	0000223645-HOME DEPOT PRO	No Location	01.0-00000.0-00000-00000-9320-0000000	\$1,918.79	\$1,918.79
PO3W-64790-0000000-2300000000277-1-New						Sum:	\$1,918.79	\$1,918.79

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/21/23	PO3W-64790-600000-0-2300000000278-1-New	0	2nd Order of District Wide AED Units	0000343180-Heartsafe America, Inc.	District Wide	01.0-32120.0-00000-31400-4491-6000000	\$14,500.08	\$14,500.08
PO3W-64790-6000000-2300000000278-1-New						Sum:	\$14,500.08	\$14,500.08
03/22/23	PO1-64790-2020000-2300000000143-4-Modification	3	Open PO for Office Supplies Mayflower FY 22/23	0000236666-ODP Business Solutions, LLC	Mayflower	01.0-00000.0-11100-10000-4310-2020000	\$13,500.00	\$1,877.00
PO1-64790-2020000-2300000000143-4-Modification						Sum:	\$13,500.00	\$1,877.00
03/22/23	PO1-64790-6000000-2300000000563-1-New		Plymouth Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$85,773.60	\$85,773.60
PO1-64790-6000000-2300000000563-1-New						Sum:	\$85,773.60	\$85,773.60
03/22/23	PO1-64790-6000000-2300000000564-1-New		Bradoaks Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$54,636.75	\$54,636.75
PO1-64790-6000000-2300000000564-1-New						Sum:	\$54,636.75	\$54,636.75
03/22/23	PO1-64790-6000000-2300000000565-1-New		Wildrose Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$73,005.92	\$73,005.92
PO1-64790-6000000-2300000000565-1-New						Sum:	\$73,005.92	\$73,005.92
03/22/23	PO1-64790-6000000-2300000000566-1-New		Monroe Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$60,112.09	\$60,112.09
PO1-64790-6000000-2300000000566-1-New						Sum:	\$60,112.09	\$60,112.09
03/22/23	PO1-64790-6000000-2300000000567-1-New		Mayflower Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$91,733.91	\$91,733.91
PO1-64790-6000000-2300000000567-1-New						Sum:	\$91,733.91	\$91,733.91

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/22/23	PO1-64790-6000000-230000000568-1-New		CELC Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$25,090.96	\$25,090.96
PO1-64790-6000000-230000000568-1-New						Sum:	\$25,090.96	\$25,090.96
03/22/23	PO1-64790-6000000-230000000569-1-New		Clifton Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$116,686.68	\$116,686.68
PO1-64790-6000000-230000000569-1-New						Sum:	\$116,686.68	\$116,686.68
03/22/23	PO1-64790-6000000-230000000570-1-New		Santa Fe Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$109,490.69	\$109,490.69
PO1-64790-6000000-230000000570-1-New						Sum:	\$109,490.69	\$109,490.69
03/22/23	PO1-64790-6000000-230000000571-1-New		COHS/Mountain Park Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$28,653.53	\$28,653.53
PO1-64790-6000000-230000000571-1-New						Sum:	\$28,653.53	\$28,653.53
03/22/23	PO1-64790-6000000-230000000572-1-New		Monrovia HS Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$284,656.22	\$284,656.22
PO1-64790-6000000-230000000572-1-New						Sum:	\$284,656.22	\$284,656.22
03/22/23	PO1-64790-6000000-230000000573-1-New		Warehouse Surplus Classroom Furniture - Chairs	0000348567-OES Office Furniture	District Wide	01.6-07102.0-11100-10000-4410-6001200	\$12,752.40	\$12,752.40
PO1-64790-6000000-230000000573-1-New						Sum:	\$12,752.40	\$12,752.40
03/22/23	PO1-64790-6000000-230000000574-1-New		Deep Cleaning Services District Wide	0000246792-BriteWorks, Inc.	District Wide	01.0-32120.0-00000-82100-5810-6000000	\$11,209.00	\$11,209.00
PO1-64790-6000000-230000000574-1-New						Sum:	\$11,209.00	\$11,209.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/22/23	PO1-64790-6010014-230000000575-1-New		Replenishing Petty Cash for Educational Services	0000324565-Greg Francois	Instructional Services	01.0-00000.0-00000-21500-4390-6010014	\$450.67	\$0.00
PO1-64790-6010014-230000000575-1-New						Sum:	\$450.67	\$0.00
03/22/23	PO2W-64790-6010014-2300000000331-1-New		Shaffer Awards - MEO's awards	0000223927-SHAFFER AWARDS	Instructional Services	01.4-07301.0-11100-10000-4310-6003300	\$466.36	\$0.00
PO2W-64790-6010014-2300000000331-1-New						Sum:	\$466.36	\$0.00
03/22/23	PO3W-64790-6000000-2300000000280-1-New		Communication Radios for District Leadership	0000223239-BEARCOM	District Wide	01.0-32120.0-00000-21500-4340-6000000	\$7,082.46	\$7,082.46
PO3W-64790-6000000-2300000000280-1-New						Sum:	\$7,082.46	\$7,082.46
03/22/23	PO3W-64790-6010014-2300000000279-1-New		Amazon Student agendas for Santa Fe	0000223395-AMAZON.COM	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$747.05	\$0.00
PO3W-64790-6010014-2300000000279-1-New						Sum:	\$747.05	\$0.00
03/22/23	PO3W-64790-6010014-2300000000281-1-New		Headsets SBAC Testing & Academic Purposes -District Wide	0000223541-CYBER ACOUSTICS	Instructional Services	01.4-07303.0-11100-10000-4310-6005300	\$19,646.55	\$0.00
PO3W-64790-6010014-2300000000281-1-New						Sum:	\$19,646.55	\$0.00
03/22/23	PO3W-64790-6010014-2300000000285-1-New		Office Depot Material Request for AVID-Santa Fe	0000224027-ODP Business Solutions, LLC	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$310.35	\$0.00
PO3W-64790-6010014-2300000000285-1-New						Sum:	\$310.35	\$0.00
03/22/23	PO3W-64790-6010014-2300000000286-1-New		AVID Binders for Santa Fe	0000223535-AWP	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$1,240.31	\$1,240.31

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO3W-64790-6010014-230000000286-1-New						Sum:	\$1,240.31	\$1,240.31
03/22/23	PO3W-64790-6010015-230000000267-2-Modification	1	Assessment Materials for School Psychologist TA LEA	0000223981-Western Psychological Services (WPS)	Pupil Services	01.0-65000.0-57600-31200-4310-6010015	\$1,080.56	\$0.00
PO3W-64790-6010015-230000000267-2-Modification						Sum:	\$1,080.56	\$0.00
03/22/23	PO3W-64790-6010015-230000000284-1-New		Protocols for Occupational Therapy Assessment KWATERS	0000223957-PEARSON EDUCATION	Pupil Services	01.0-65000.0-57600-31420-4310-6010015	\$855.87	\$855.87
PO3W-64790-6010015-230000000284-1-New						Sum:	\$855.87	\$855.87
03/22/23	PO3W-64790-6020022-230000000283-1-New		Repair Dell chromebooks	0000223734-AREY JONES EDUCATIONAL SOLUTIONS	Technology	01.0-00000.0-00000-77000-5840-6020022	\$152.97	\$152.97
PO3W-64790-6020022-230000000283-1-New						Sum:	\$152.97	\$152.97
03/22/23	PO3W-64790-7100000-230000000245-2-Modification	1	Graduation cap, gown & tassels Adult Ed	0000223466-ACADEMIC CAP & GOWN	Adult Education School	11.0-00000.0-00000-27001-4390-7100000	\$2,115.26	\$0.00
PO3W-64790-7100000-230000000245-2-Modification						Sum:	\$2,115.26	\$0.00
03/22/23	PO3W-64790-7100000-230000000251-2-Modification	1	ESL Supplemental (Modern Dramas 1)	0000328957-Pearson Education, Inc	Adult Education School	11.0-63910.0-41310-10000-4310-7100000	\$419.94	\$0.00
PO3W-64790-7100000-230000000251-2-Modification						Sum:	\$419.94	\$0.00
03/24/23	PO1-64790-2050000-230000000266-3-Modification	2	Open PO - Amazon - Wildrose Arts Donations	0000223395-AMAZON.COM	Wild Rose	01.0-90124.0-11100-10000-4390-2050000	\$3,000.00	\$1,044.46
PO1-64790-2050000-230000000266-3-Modification						Sum:	\$3,000.00	\$1,044.46

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/24/23	PO1-64790-6010015-230000000449-2-Modification	1	LVN Services for Sp Ed Students	0000223562-RO HEALTH INC	Pupil Services	01.0-65000.0-57600-31400-5110-6010015	\$82,400.00	\$50,840.88
03/24/23		1	LVN Services for Sp Ed Students	0000223562-RO HEALTH INC	Pupil Services	01.0-65000.0-57600-31400-5810-6010015	\$25,000.00	\$0.00
PO1-64790-6010015-230000000449-2-Modification						Sum:	\$107,400.00	\$50,840.88
03/24/23	PO1-64790-6040047-230000000118-2-Modification	1	PO for Clifton Elevator	0000223498-NEXT LEVEL ELEVATOR, INC.	Maintenance	40.0-95500.0-00000-85000-6290-6010040	\$96,316.00	\$0.00
PO1-64790-6040047-230000000118-2-Modification						Sum:	\$96,316.00	\$0.00
03/27/23	PO1-64790-2030000-230000000576-1-New		Amy's Farm- TK/K Field Trip Monroe	0000347990-Amy's Farm	Monroe	01.0-90125.0-11100-41000-5881-2030000	\$480.00	\$480.00
PO1-64790-2030000-230000000576-1-New						Sum:	\$480.00	\$480.00
03/27/23	PO1-64790-2030000-230000000583-1-New		Knott's Berry Farm- Feild Trip Monroe	0000347988-Knott's Berry Farm	Monroe	01.0-90125.0-11100-41000-5881-2030000	\$4,144.00	\$4,144.00
PO1-64790-2030000-230000000583-1-New						Sum:	\$4,144.00	\$4,144.00
03/27/23	PO1-64790-2050000-230000000584-1-New		Reimbursement - Drew Sawyer Wildrose	0000351070-Drew Sawyer	Wild Rose	01.0-90124.0-11100-10000-4390-2050000	\$152.88	\$152.88
PO1-64790-2050000-230000000584-1-New						Sum:	\$152.88	\$152.88
03/27/23	PO1-64790-6020022-230000000578-1-New		Postage Fedex	0000224028-FEDEX	Technology	01.0-00000.0-00000-77000-5930-6020022	\$33.47	\$33.47
PO1-64790-6020022-230000000578-1-New						Sum:	\$33.47	\$33.47

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/27/23	PO1-64790-6040047-230000000050-2-Cancellation	1	Open PO District Signage 2022-23	0000223883-CENTURY ROOTER SERVICE & PLUMBING	Maintenance	01.0-81500.0-00000-81100-5890-6040047	\$1,000.00	\$0.00
PO1-64790-6040047-230000000050-2-Cancellation						Sum:	\$1,000.00	\$0.00
03/27/23	PO1-64790-6040047-2300000000577-1-New		Rodent and Pest Control - District Wide	0000354163-Gopher Patrol	Maintenance	01.0-81500.0-00000-81100-5570-6040047	\$5,000.00	\$5,000.00
PO1-64790-6040047-2300000000577-1-New						Sum:	\$5,000.00	\$5,000.00
03/27/23	PO1-64790-6040047-2300000000585-1-New		Open PO District Signage 2022-23	0000331508-Jefferson Sign	Maintenance	01.0-81500.0-00000-81100-5890-6040047	\$1,000.00	\$1,000.00
PO1-64790-6040047-2300000000585-1-New						Sum:	\$1,000.00	\$1,000.00
03/27/23	PO1-64790-7100000-2300000000579-1-New		WASC visiting team meal expenses Laura Craig	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-4390-7100000	\$438.50	\$438.50
03/27/23			WASC visiting team meal expenses Laura Craig	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-5250-7100000	\$70.85	\$70.85
PO1-64790-7100000-2300000000579-1-New						Sum:	\$509.35	\$509.35
03/27/23	PO1-64790-7100000-2300000000580-1-New		Kathleen Porter - WASC	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-4390-7100000	\$81.12	\$81.12
03/27/23			Kathleen Porter - WASC	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-5250-7100000	\$154.05	\$154.05
PO1-64790-7100000-2300000000580-1-New						Sum:	\$235.17	\$235.17
03/27/23	PO1-64790-7100000-2300000000581-1-New		Juan Anzaldo - WASC remibursement	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-4390-7100000	\$75.12	\$75.12

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03/27/23			Juan Anzaldo - WASC remibursement	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-5250-7100000	\$37.05	\$37.05
PO1-64790-7100000-230000000581-1-New						Sum:	\$112.17	\$112.17
03/27/23	PO1-64790-7100000-230000000582-1-New		Cynthia Gleeson - WASC reimbursement	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-4390-7100000	\$81.12	\$81.12
03/27/23			Cynthia Gleeson - WASC reimbursement	0000223989-REVOLVING CASH FUND - BUS. SVC	Adult Education School	11.0-00000.0-00000-27002-5250-7100000	\$70.98	\$70.98
PO1-64790-7100000-230000000582-1-New						Sum:	\$152.10	\$152.10
03/27/23	PO2W-64790-6010015-2300000000332-1-New		Assistive Technology for Sped Students	0000223215-DON JOHNSTON, INC.	Pupil Services	01.0-65000.0-57600-11901-5841-6010015	\$2,041.20	\$2,041.20
PO2W-64790-6010015-2300000000332-1-New						Sum:	\$2,041.20	\$2,041.20
03/27/23	PO3W-64790-2050000-0-2300000000288-1-New		Request for PO - Aristocats T-Shirts	0000223417-STUBBIES PROMOTIONS	Wild Rose	01.0-90124.0-11100-10000-4390-2050000	\$2,027.04	\$2,027.04
PO3W-64790-2050000-2300000000288-1-New						Sum:	\$2,027.04	\$2,027.04
03/27/23	PO3W-64790-4080000-0-2300000000287-1-New		Volleyball Equipment for MHS	0000223636-REAL VOLLEYBALL	MHS	01.0-00000.0-15000-10000-4310-4080000	\$1,325.30	\$1,325.30
PO3W-64790-4080000-2300000000287-1-New						Sum:	\$1,325.30	\$1,325.30
03/28/23	PO1-64790-2030000-2300000000480-2-Modification	1	Reimbursement - Richard Morrison	0000341213-Richard Morrison	Monroe	01.0-90125.0-11100-10000-4390-2030000	\$463.25	\$463.25
PO1-64790-2030000-2300000000480-2-Modification						Sum:	\$463.25	\$463.25

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
03/28/23	PO1-64790-6000028-230000000586-1-New		Agreement for Consultant Services Gala 2023 Kana Croissant	0000313767-Kana Croissant	District Wide - Music Programs	63.0-90123.0-00000-60003-5850-6000028	\$400.00	\$0.00
PO1-64790-6000028-230000000586-1-New						Sum:	\$400.00	\$0.00
03/28/23	PO1-64790-6000028-230000000587-1-New		Recording & DVDs for Superstars of Monrovia 2022	0000223355-COMMUNITY MEDIA OF THE FOOTHILLS	District Wide - Music Programs	63.0-90221.0-00000-60003-5850-6000028	\$1,100.00	\$0.00
PO1-64790-6000028-230000000587-1-New						Sum:	\$1,100.00	\$0.00
03/29/23	PO1-64790-2020000-230000000518-2-Modification	1	Pizza for Paint Night organized by Patrick Garcia	0000223205-MICHELE COSTARELLA	Mayflower	01.0-30100.0-00000-24905-4310-2020000	\$167.74	\$167.74
PO1-64790-2020000-230000000518-2-Modification						Sum:	\$167.74	\$167.74
03/29/23	PO1-64790-6010050-230000000002-3-Modification	2	Office Depot Open PO 22/23 Warehouse Office Supplies	0000224027-ODP Business Solutions, LLC	Warehouse & Purchasing	01.0-00000.0-00000-75300-4350-6010050	\$1,247.27	\$168.25
PO1-64790-6010050-230000000002-3-Modification						Sum:	\$1,247.27	\$168.25
03/29/23	PO1-64790-6040047-230000000270-2-Modification	1	Flooring Repair/ Replacement	0000325617-Stanley Steamer of LA County	Maintenance	01.0-81500.0-00000-81100-5630-6040047	\$20,000.00	\$14,515.00
PO1-64790-6040047-230000000270-2-Modification						Sum:	\$20,000.00	\$14,515.00
03/29/23	PO1-64790-6040047-230000000588-1-New		Open PO HVAC Supplies 2023	0000352444-Geary Pacific Corporation	Maintenance	01.0-81500.0-00000-81101-4380-6040047	\$5,000.00	\$5,000.00
PO1-64790-6040047-230000000588-1-New						Sum:	\$5,000.00	\$5,000.00
03/29/23	PO2W-64790-4080000-2300000000334-1-New		Visitor Labels - Please see attached invoice	0000223313-LABELS EAST, INC.	MHS	01.0-00000.0-11100-10000-4310-4080000	\$111.00	\$111.00

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PO2W-64790-4080000-230000000334-1-New						Sum:	\$111.00	\$111.00
03/29/23	PO2W-64790-6010030-2300000000333-1-New		IBB Training	0000223350-SCHOOL EMPLOYERS ASSOCIATION OF CAL	Personnel Services	01.0-00000.0-00000-74910-5850-6010030	\$300.00	\$300.00
PO2W-64790-6010030-2300000000333-1-New						Sum:	\$300.00	\$300.00
03/29/23	PO3W-64790-7100000-2300000000248-2-Cancellation	1	Brother IntelIFax 4100 e Adult Ed	0000224063-CDW COMPUTER CTRS, INC.	Adult Education School	11.0-00000.0-00000-27000-4440-7100000	\$484.99	\$0.00
PO3W-64790-7100000-2300000000248-2-Cancellation						Sum:	\$484.99	\$0.00
03/29/23	PO3W-64790-7100000-2300000000289-1-New		Brother IntelIFax 4100 e Adult Ed	0000236666-ODP Business Solutions, LLC	Adult Education School	11.0-00000.0-00000-27000-4440-7100000	\$716.61	\$716.61
PO3W-64790-7100000-2300000000289-1-New						Sum:	\$716.61	\$716.61
03/30/23	PO1-64790-3070000-2300000000592-1-New	0	Marquee Repair - Santa Fe	0000350496-Quiel School Signs	Santa Fe	01.0-81500.0-00000-81100-5630-3060000	\$2,988.12	\$2,988.12
PO1-64790-3070000-2300000000592-1-New						Sum:	\$2,988.12	\$2,988.12
03/30/23	PO1-64790-6010012-2300000000590-1-New		Reimbursement - Liana Beserra	0000223470-LIANA BESERRA	Superintenden t	01.0-00000.0-00000-71500-4390-6010012	\$26.98	\$26.98
PO1-64790-6010012-2300000000590-1-New						Sum:	\$26.98	\$26.98
03/30/23	PO1-64790-6010015-2300000000589-1-New		Physical Therapy Services for SEPD Students	0000224021-ROSEMARY JOHNSON & ASSOC.	Pupil Services	01.0-65000.0-57600-31440-5850-6010015	\$15,000.00	\$15,000.00
PO1-64790-6010015-2300000000589-1-New						Sum:	\$15,000.00	\$15,000.00
03/30/23	PO1-64790-6010015-2300000000591-1-New		Attorney Fees for OAH Case 2022100793	0000223594-YARIJANIAN & ASSOCIATES	Pupil Services	01.0-65000.0-50010-39000-5821-6010015	\$5,000.00	\$5,000.00

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PO1-64790-6010015-230000000591-1-New						Sum:	\$5,000.00	\$5,000.00
03/30/23	PO2W-64790-2010000-2300000000335-1-New		Stubbies Invoice for Renaissance Tshirts	0000223417-STUBBIES PROMOTIONS	Bradoaks	01.0-90125.0-11100-10000-4310-2010000	\$182.35	\$182.35
PO2W-64790-2010000-2300000000335-1-New						Sum:	\$182.35	\$182.35
03/30/23	PO3W-64790-6010014-2300000000290-1-New		AVID T-shirts and Sweatshirts for Santa Fe	0000223535-AWP	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$3,052.16	\$3,052.16
PO3W-64790-6010014-2300000000290-1-New						Sum:	\$3,052.16	\$3,052.16
03/30/23	PO3W-64790-6010014-2300000000291-1-New		AVID Medallions neck liners for santa fe	0000224066-JONES SCHOOL SUPPLY	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$53.00	\$53.00
PO3W-64790-6010014-2300000000291-1-New						Sum:	\$53.00	\$53.00
04/03/23	PO1-64790-6000028-2300000000322-3-Modification	2	OPEN PO-Agreement for Consultant Services-Ashley Kirkland	0000223502-ASHLEY KIRKLAND	District Wide - Music Programs	63.0-90221.0-00000-60003-5850-6000028	\$15,000.00	\$4,623.00
PO1-64790-6000028-2300000000322-3-Modification						Sum:	\$15,000.00	\$4,623.00
04/04/23	PO1-64790-6040047-2300000000593-1-New		Installation of Camera Conduit @ MHS	0000355147-RDM Electric Co., Inc.	Maintenance	14.0-00000.0-00000-81107-6590-4080000	\$19,943.33	\$19,943.33
PO1-64790-6040047-2300000000593-1-New						Sum:	\$19,943.33	\$19,943.33
04/04/23	PO3W-64790-2030000-2300000000296-1-New		Milk Cooler for Monroe Cafeteria	0000223407-ACTION SALES INC.	Monroe	01.0-70280.0-00000-37000-4490-6010052	\$4,256.27	\$4,256.27
PO3W-64790-2030000-2300000000296-1-New						Sum:	\$4,256.27	\$4,256.27

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04/04/23	PO3W-64790-6010014-2300000000295-1-New		Office Depot Items request/ AVID Graduation Stoles for 2023	0000224027-ODP Business Solutions, LLC	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$359.41	\$359.41
PO3W-64790-6010014-2300000000295-1-New						Sum:	\$359.41	\$359.41
04/04/23	PO3W-64790-6010030-2300000000294-1-New		Brochures for STAR awards	0000223345-IMPRINTABILITY	Personnel Services	01.0-00000.0-00000-74001-4390-6010030	\$241.17	\$241.17
PO3W-64790-6010030-2300000000294-1-New						Sum:	\$241.17	\$241.17
04/04/23	PO3W-64790-6010040-2300000000292-1-New		Dell Monitor for CBO	0000223734-AREY JONES EDUCATIONAL SOLUTIONS	Business	01.0-00000.0-00000-72001-4340-6010040	\$372.89	\$372.89
PO3W-64790-6010040-2300000000292-1-New						Sum:	\$372.89	\$372.89
04/04/23	PO3W-64790-6010052-2300000000293-1-New		First Aid Kits for Food Services/Cafe	0000223199-SOS SURVIVAL PRODUCTS	Food Services	13.0-53100.0-00000-37000-4390-6010052	\$98.79	\$98.79
PO3W-64790-6010052-2300000000293-1-New						Sum:	\$98.79	\$98.79
04/05/23	PO1-64790-2010000-2300000000595-1-New		Chair Rental for Bradoaks Promotion Ceremony	0000223334-PARTY PRONTO, INC.	Bradoaks	01.0-00000.0-00000-27001-5610-2010000	\$437.50	\$437.50
PO1-64790-2010000-2300000000595-1-New						Sum:	\$437.50	\$437.50
04/05/23	PO1-64790-2050000-2300000000596-1-New		Chair Rental for Wildrose Promotion Ceremony	0000223334-PARTY PRONTO, INC.	Wild Rose	01.0-00000.0-00000-27001-5610-2050000	\$437.50	\$437.50
PO1-64790-2050000-2300000000596-1-New						Sum:	\$437.50	\$437.50
04/05/23	PO1-64790-4080000-2300000000594-1-New		Open PO for Auto Class Supplies	0000223936-HOME DEPOT/GECE	MHS	01.0-00000.0-11100-10000-4310-4080000	\$1,500.00	\$8.20

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO1-64790-4080000-230000000594-1-New						Sum:	\$1,500.00	\$8.20
04/05/23	PO1-64790-6010012-2300000000597-1-New		Mail Shark - Print and mail oversized postcards	0000354568-Mail Shark	Superintendent	01.0-60530.0-11100-10000-5891-6010014	\$2,520.00	\$2,520.00
PO1-64790-6010012-2300000000597-1-New						Sum:	\$2,520.00	\$2,520.00
04/05/23	PO1-64790-6010014-2300000000301-2-Modification	1	Open PO for Office Depot-Office Suppl. Dr. Gero Ed Srvcs	0000236666-ODP Business Solutions, LLC	Instructional Services	01.0-00000.0-00000-21100-4350-6010014	\$2,500.00	\$834.04
PO1-64790-6010014-2300000000301-2-Modification						Sum:	\$2,500.00	\$834.04
04/05/23	PO2W-64790-2030000-2300000000337-1-New		Best Bubble Parties Invoice for Monroe	0000354303-Best Bubble Parties	Monroe	01.0-90125.0-11100-41000-5881-2030000	\$435.00	\$435.00
PO2W-64790-2030000-2300000000337-1-New						Sum:	\$435.00	\$435.00
04/05/23	PO2W-64790-6000000-2300000000338-1-New		Office Printer for District Nurse	0000223395-AMAZON.COM	District Wide	01.0-32120.0-00000-31400-4450-6000000	\$515.85	\$0.00
PO2W-64790-6000000-2300000000338-1-New						Sum:	\$515.85	\$0.00
04/05/23	PO2W-64790-6010030-2300000000336-1-New		MERIT ACADEMY Registration Fee for Hugo Torres	0000223960-CSPCA	Personnel Services	01.0-00000.0-00000-74002-5220-6010035	\$600.00	\$600.00
PO2W-64790-6010030-2300000000336-1-New						Sum:	\$600.00	\$600.00
04/05/23	PO2W-64790-6020022-2300000000339-1-New		Classroom Projector Control Panel rooms 404 and 405	0000354193-Nelson Sound Inc.	Technology	01.0-00000.0-00000-77000-4390-6020022	\$520.56	\$520.56
PO2W-64790-6020022-2300000000339-1-New						Sum:	\$520.56	\$520.56
04/05/23	PO3W-64790-6000000-2300000000298-1-New		New Shipping Containers for emergency supplies WR & MO	0000343011-Shipping Container Depot, Inc.	District Wide	14.0-00000.0-00000-81100-5630-6040047	\$10,712.25	\$10,712.25

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO3W-64790-6000000-230000000298-1-New						Sum:	\$10,712.25	\$10,712.25
04/05/23	PO3W-64790-6010015-2300000000282-2-Modification	1	Protocols for Occupational Therapy Assessment WPS KWaters	0000223981-Western Psychological Services (WPS)	Pupil Services	01.0-65000.0-57600-31420-4310-6010015	\$862.26	\$78.39
PO3W-64790-6010015-2300000000282-2-Modification						Sum:	\$862.26	\$78.39
04/05/23	PO3W-64790-6010015-2300000000297-1-New		Technology devices for ATP- SPED Staff	0000224063-CDW COMPUTER CTRS, INC.	Pupil Services	01.0-65000.0-57600-11900-4440-6010015	\$1,227.58	\$1,227.58
PO3W-64790-6010015-2300000000297-1-New						Sum:	\$1,227.58	\$1,227.58
04/06/23	PO1-64790-6010014-2300000000598-1-New		AVID Summer Institute Registration	0000223232-AVID CENTER	Instructional Services	01.4-07106.0-11100-10000-5220-6002200	\$19,950.00	\$19,950.00
PO1-64790-6010014-2300000000598-1-New						Sum:	\$19,950.00	\$19,950.00
04/06/23	PO1-64790-6010014-2300000000599-1-New		AVID Graduation stoles for MHS	0000223722-GREEK LIFE, INC.	Instructional Services	01.4-07106.0-11100-10000-4310-6002200	\$2,126.56	\$2,126.56
PO1-64790-6010014-2300000000599-1-New						Sum:	\$2,126.56	\$2,126.56
04/06/23	PO1-64790-6010015-2300000000390-2-Modification	1	Basic Education for Sp Ed Student	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11800-5110-6010015	\$47,746.00	\$45,607.60
04/06/23		1	Basic Education for Sp Ed Student	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11800-5810-6010015	\$25,000.00	\$7,860.71
04/06/23		1	Basic Education for Sp Ed Student	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-11900-5150-6010015	\$6,229.60	\$3,413.69
04/06/23		1	Basic Education for Sp Ed Student	0000223377-LEROY HAYNES CENTER	Pupil Services	01.0-65000.0-57600-31100-5150-6010015	\$4,440.00	\$3,710.00

PO Approval Date	PO Number	Change Order Number	Document Description	Vendor	Doc School Location/ Dept	Accounting Distribution	Acctg Line Amount	Open Acctg Line Amount
PO1-64790-6010015-230000000390-2-Modification						Sum:	\$83,415.60	\$60,592.00
04/06/23	PO1-64790-6020022-2300000000534-2-Modification	1	MacBook Repair	0000223925-APPLE COMPUTER, INC.	Technology	01.0-00000.0-00000-77000-5840-6020022	\$299.00	\$0.00
PO1-64790-6020022-2300000000534-2-Modification						Sum:	\$299.00	\$0.00
04/06/23	PO2W-64790-6010014-2300000000341-1-New		CPT 7 Premium Self-Study Program Quote	0000354157-National Academy of Sports Medicine	Instructional Services	01.0-63880.1-38000-10000-5841-6010014	\$3,800.00	\$3,800.00
PO2W-64790-6010014-2300000000341-1-New						Sum:	\$3,800.00	\$3,800.00
04/06/23	PO2W-64790-6010030-2300000000119-2-Cancellation	1	Conference Registration ACSA Personnel Institute	0000223070-ACSA	Personnel Services	01.0-00000.0-00000-74002-5220-6010035	\$1,398.00	\$0.00
PO2W-64790-6010030-2300000000119-2-Cancellation						Sum:	\$1,398.00	\$0.00
04/06/23	PO2W-64790-6010030-2300000000340-1-New	0	Conference Registration ACSA Personnel Institute	0000223958-ACSA FOUNDATION FOR EDUCATIONAL ADMIN.	Personnel Services	01.0-00000.0-00000-74002-5220-6010035	\$1,398.00	\$0.00
PO2W-64790-6010030-2300000000340-1-New						Sum:	\$1,398.00	\$0.00
04/06/23	PO3W-64790-6010023-2300000000299-1-New		TUPE-Clifton Health Promotion Campaigns	0000223395-AMAZON.COM	STUDENT SUPPORT SERVICES	01.0-66950.0-11100-10000-4310-6010023	\$722.08	\$722.08
PO3W-64790-6010023-2300000000299-1-New						Sum:	\$722.08	\$722.08
							\$1,516,684.97	\$1,241,085.44

RATIFICATION OF WARRANTS
RECOMMENDED FOR BOARD APPROVAL
April 26, 2023

ACCOUNTS PAYABLE:

DATE ISSUED March 23, 2023 through April 11, 2023

Batch Numbers:	631-638	\$	371,651.55
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PAYROLL:

FOR THE MONTH OF: March, 2023

Certificated Salaries and Wages	\$	2,957,313.97	
Classified Salaries and Wages	\$	1,195,804.35	
CalSTRS and CalPERS Contributions	\$	819,132.34	
Health & Welfare Contributions	\$	664,407.62	
Employer Payroll Taxes	\$	156,913.16	
Total Salary and Benefit:		<u> </u>	\$ <u>5,793,571.44</u>

TOTAL DISTRICT ACCOUNTS:	\$	<u><u>6,165,222.99</u></u>
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Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

4. 22/23-2138 - DISTRICT CASH RECEIPTS

RECOMMENDATION

The Board of Education is requested to receive District cash receipts, Deposit Report No. 32 through No. 33, deposited March 30, 2023, through April 11, 2023, for a total amount of \$1,117,525.31.

Rationale:

District cash receipts are presented to keep the Board apprised of all monetary transactions not processed through wire transfers from the Department of Finance or the Los Angeles County Office of Education (LACOE).

Background:

Budget Implication (\$ Amount):

Budget adjustments will be made if the funds received are not currently in the budget.

Legal References:

Additional Information:

A copy of deposit report #32 through #33 is attached.

ATTACHMENTS

- [BA Item 2138\(b-c\) Deposit Rpts #32-33 4-26-23.pdf](#)

DEPOSIT REPORT

3/30/2023

DEP #32

ACCOUNT	AMOUNT	
01.0-63870.0-00000-00000-9290-0000000	\$ 1,663.16	P/Y Accounts Receivable
01.0-63870.1-00000-00000-9290-0000000	<u>43,808.83</u>	P/Y Accounts Receivable
Total	<u><u>\$ 45,471.99</u></u>	General Fund

DEPOSIT REPORT

4/11/2023

DEP #33

ACCOUNT	AMOUNT	
12.0-61050.0-00000-00000-8590-0000000	\$ 751,935.00	CSPP
Subtotal	<u>751,935.00</u>	Child Development Fund
13.0-53100.0-00000-37000-8220-0000000	159,782.21	Federal Reimbursement/SNP
13.0-53100.0-00000-37000-8520-0000000	160,336.11	State Reimbursement/SNP
Subtotal	<u>320,118.32</u>	Food Services Fund
Total	<u>\$ 1,072,053.32</u>	

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

5. 22/23-2139 - BUDGETARY TRANSFERS AND REVISIONS

RECOMMENDATION

The Board of Education is requested to approve the budgetary adjustments as submitted.

Rationale:

Due to the fact that actual information regarding all income and expenditures is not available when the Adopted Budget is approved, periodic budgetary adjustments must be made.

Background:

Two major types of adjustments affect the status of the budget: Budget Transfer- 1) Transfers between major expenditure classifications with no change in revenues and no change in ending fund balances. Budget Revision- 2) Increases or decreases in income and expenditures that result from: - Augmented or reduced entitlements in federal and state projects. - Approval of grant letters for federal and state programs. - Recertification of state apportionments. - Miscellaneous income receipts. - Miscellaneous expenditure adjustments.

Budget Implication (\$ Amount):

No impact on the fund balance. (See additional information)

Legal References:

California Education Code 42600 states that the total amount budgeted for each major classification of school district expenditures shall be the maximum amount that may be expended for that classification of expenditures for the school year. Transfers may be made between expenditure classifications at any time with the approval of the Board of Education.

Account:

Additional Information:

These budget transfers between expenditure classifications have no impact on the fund balance. Increases and decreases in expenditures in these budget revisions are offset by revenue adjustments or are taken from the prior year's restricted ending balances and have no impact on the unrestricted fund balance.

ATTACHMENTS

- [BA Item 2139\(b\) Budgetary Transfers 4-26-23.pdf](#)

FISCAL SERVICES DEPARTMENT
Fiscal Year 2022 - 2023

Board Report:
Budget Revision

Board Meeting Date:
4/26/2023

GENERAL FUND #01.0

BUDGET REVISION

	AMOUNT	TOTAL	
RESTRICTED FEDERAL RESOURCES			
# 32120.0 - ESSER II			
DISTRICTWIDE			
Certificated Salaries	(\$133,693.00)		
Classified Salaries	\$50,266.00		
Employees' Benefits	(\$13,848.00)		
Books and Supplies	\$238,571.00		
Services/Other Operations	\$327,819.00		
Capital Outlay-Eqpt Replacement	\$723,040.00		
Other Outgo	<u>\$60,309.00</u>	\$1,252,464.00	2021-22 Carryover
# 32140.0 - EXPANDED LEARNING OPPORTUNITIES GRANT (ELO) - ESSER III LEARNING LOSS			
DISTRICTWIDE			
Services/Other Operations	<u>\$865,350.00</u>	\$865,350.00	2021-22 Carryover
# 32160.0 - ELO GRANT (ELO) -ESSER II SET-ASIDE (STATE RESERVE)			
DISTRICTWIDE			
Certificated Salaries	\$23,976.00		
Classified Salaries	\$35,125.00		
Employees' Benefits	\$14,317.00		
Books and Supplies			
Services/Other Operations	<u>\$117,399.00</u>	\$190,817.00	2021-22 Carryover
# 32170.0 - ELO GRANT GEER II SET-ASIDE (STATE RESERVE)			
DISTRICTWIDE			
Certificated Salaries			
Classified Salaries	\$40,768.00		
Employees' Benefits	\$9,779.00		
Books and Supplies	<u>\$4,083.00</u>	\$54,630.00	2021-22 Carryover
Total Restricted Federal Resources	<u>\$2,363,261.00</u>	<u>\$2,363,261.00</u>	

BUDGET REVISION

	AMOUNT	TOTAL
TOTAL BUDGET REVISION	<u>\$2,363,261.00</u>	<u>\$2,363,261.00</u>

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
Fiscal Year 2022 - 2023**

Board Report:
Budget Revision

Board Meeting Date:
4/26/2023

**ADULT EDUCATION FUND
FUND #11.0**

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED STATE RESOURCES			
#63710.0 - CALWORKS FOR ADULT ED			
Books and Supplies	(\$5,091.00)	(\$5,091.00)	To reflect 22-23 Budget allocation
#63910.0 - ADULT ED BLOCK GRANT			
Certificated Salaries			
Classified Salaries			
Employee Benefits			
Books and Supplies	(\$6,571.00)		
Svcs/Other Operations	<u>(\$16,794.00)</u>	<u>(\$23,365.00)</u>	To reflect 22-23 Budget allocation
Total Restricted State Resources	<u>(\$28,456.00)</u>	<u>(\$28,456.00)</u>	
<u>TOTAL BUDGET REVISION</u>	<u>(\$28,456.00)</u>	<u>(\$28,456.00)</u>	

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

6. 22/23-2140 - ACCEPTANCE OF GIFTS

RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2023-13.

Rationale:

The Board of Education welcomes and appreciates donations of educationally suitable material items, monetary donations, and in-kind donations that can benefit Monrovia Unified School District students or staff and are consistent with the District's curriculum, vision, and philosophy.

Budget Implication (\$ Amount):

Material donations are at no cost to the District, and monetary donations increase site donation accounts.

Legal References:

Board Policy No. 3290 requires Board approval of gifts.

Additional Information:

The Acceptance of Gifts Report is attached.

ATTACHMENTS

- [Acceptance of Gifts #2023-13 04-26-23.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 2023-13
Board Meeting 20230426

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Cash	Taylor Wheeler and Joan Whitenack	\$50.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426049	Increase site donation account
2	Cash	Gary and Maryanne Wallace	\$300.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426050	Increase site donation account
3	Cash	Randall Bell and Mari Bordona	\$1,250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426051	Increase site donation account
4	Cash	Leo Shamadan	\$200.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426052	Increase site donation account
5	Cash	Randall Townsend and Karen Mitchell	\$2,500.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426053	Increase site donation account
6	Cash	Neil and Maritza Travanti	\$500.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426054	Increase site donation account
7	Cash	D.R. Entertainment, LLC	\$550.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426055	Increase site donation account
8	Cash	Tom and Donna Ruzika	\$5,000.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426056	Increase site donation account
9	Cash	Lois Gaston	\$300.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426057	Increase site donation account
10	Cash	Jennifer Puilee Kwan	\$25.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426058	Increase site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 2023-13
Board Meeting 20230426

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
11	Cash	Forrest and Linda Harding	\$250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426059	Increase site donation account
12	Cash	Teri and William Buller	\$100.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426060	Increase site donation account
13	Cash	David and Frances Cash	\$125.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426061	Increase site donation account
14	Cash	Bengali Association of Southern California	\$3,000.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426062	Increase site donation account
15	Cash	Monrovia Schools Foundation	\$1,250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426063	Increase site donation account
16	Cash	Lewis Taylor	\$2,500.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426064	Increase site donation account
17	Cash	Yolanda Lopez	\$1,000.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426065	Increase site donation account
18	Cash	Arin Golestani	\$250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426066	Increase site donation account
19	Cash	Jeffrey Stephenson	\$100.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426067	Increase site donation account
20	Cash	Morgan Hogan	\$2,500.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426068	Increase site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 2023-13
Board Meeting 20230426

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
21	Cash	Thomas Safran	\$1,000.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426069	Increase site donation account
22	Cash	Henrique Martins	\$250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426070	Increase site donation account
23	Cash	Dale Rehfeld	\$250.00	Gala Donation	Patrick Garcia, Director Performing Arts	D-0426071	Increase site donation account
24	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Jayne Nickles, Principal Bradoaks Science Academy	D-0426073	Increase site donation account
25	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Michele Costarella, Principal Mayflower Elementary School	D-0426074	Increase site donation account
26	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Richard Morrison, Principal Monroe Elementary School	D-0426075	Increase site donation account
27	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Jennifer Maljian, Principal Plymouth Elementary School	D-0426076	Increase site donation account
28	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Paige Ramos, Principal Wild Rose School of Creative Arts	D-0426077	Increase site donation account
29	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Scott Moses, Principal Clifton Middle School	D-0426078	Increase site donation account
30	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Becky Perez, Principal Santa Fe Computer Magnet School	D-0426079	Increase site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 2023-13
Board Meeting 20230426

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
31	Cash	Assistance League of Arcadia	\$1,000.00	Donation to the school library, to be used for purchasing books.	Adrian Ayala, Principal Monrovia High School	D-0426080	Increase site donation account
32	Cash	Assistance League of Arcadia	\$350.00	Donation to the school library, to be used for purchasing books.	Flint Fertig, Principal Canyon Oaks High School	D-0426081	Increase site donation account
33	Cash	Assistance League of Arcadia	\$350.00	Donation to the school library, to be used for purchasing books.	Flint Fertig, Principal Mountain Park School	D-0426082	Increase site donation account
34	Cash	Assistance League of Arcadia	\$350.00	Donation to the school library, to be used for purchasing books.	Angel Arias, Principal Canyon Early Learning Center	D-0426083	Increase site donation account
35							
36							
37							
38							
39							
40							

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

7. 22/23-3086 - PERSONNEL ASSIGNMENTS

RECOMMENDATION

The Board of Education is requested to approve Personnel Assignments Report #16.

Rationale:

All personnel assignments are routinely reviewed and approved by the Board of Education.

Legal References:

Education Code sections 35161, 44830-44831, 45103-45139; and Board Policy 4000 Series.

Additional Information:

A copy of the report is attached.

ATTACHMENTS

- [BRD REPORT 20230412 Personnel Report 16.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #16

EMPLOYMENTS, SUPPLEMENTAL HOURS/SPECIAL ASSIGNMENTS, LEAVES, TERMINATIONS, CHANGE OF STATUS, OTHER (CERTIFICATED)

A. Employments

	First Name	Last Name	Classification	Action	Effective	Site	Hours		Program	Position	Range	Percentage
1 #	Jose	Casagran	Teacher	Employ	4/17/2023	MHS		G	00000.0	000002	F/006/15	100%
2 #	Annette	Kaighin	Substitute Teacher	Employ, as needed	3/15/23	District-wide		G	00000.0	000003	\$190./day	100%
3 #	Virginia	Lares-Jamieson	Substitute Teacher	Employ, as needed	3/28/23	District-wide		G	00000.0	000003	\$190./day	100%
4 #	Rick	Sustayta	Substitute Teacher	Employ, as needed	3/28/23	District-wide		G	00000.0	000003	\$190./day	100%
5 #	Morena	Tejada-Fisher	HS Assistant Principal	Employ	4/10/23	MHS		C	07303.0	000324	M/37/01	100%
6 #	Alicia	Valencia	Substitute Teacher	Employ, as needed	3/29/23	District-wide		G	00000.0	000003	\$190./day	100%

B. Supplemental Hours/Special Assignments

Extra Hours

	First Name	Last Name	Classification	Action	Effective	Site	Hours		Program	Position	Range	Percentage
7 #	Rebecca	Alarcon	Teacher	Substitute and take on additional students for absent teacher	3/1/23-6/7/23	Wild Rose	As needed	G	00000.0	002970	\$70/hr	100%
8 #	Lafayette	Gooler	Teacher	Monrovia Showcase	2/16/2023	Ed Services	NTE: 3 hrs.	C	30100.0	003314	\$40/hr	100%
9 #	Sharon	Naugle	Teacher	Student engagement w/Art & Drama- Aristocats Jr. Spring 2023 production : Increase hours from 41 hrs originally board approved: 3/22/23	3/1/23-4/26/23	Wild Rose	NTE: 42.5 hrs.	C	07102.0	003441	\$40/hr	100%
10 #	Derek	Ong	Instructional Coach	Monrovia Showcase	2/16/23	Ed Services	NTE: 3 hrs.	C	30100	003314	\$40/hr	100%
11 #	Harry	Terrill	Teacher	Construction student engagement - OSHA training	3/1/23-6/2/23	Adult Ed	NTE: 8 hrs/week	C	63910.0	003270	\$49.87/hr	100%
12	Mark	Tremper	ESL Coordinator	ESL Program coordination (data collection)	5/1/23-6/30/23	Adult Ed	NTE: 30 hrs/week	C	63910.0	003452	\$49.87/hr	100%
13 #	Amanda	Velez-Buck	Teacher	Student engagement w/Art & Drama- Aristocats Jr. Spring 2023 production : Increase hours from 41 hrs originally board approved: 3/22/23	3/1/23-4/26/23	Wild Rose	NTE: 42.5 hrs.	C	07102.0	003441	\$40/hr	100%
14	Alan	Whitaker	Teacher	Technology Instruction	5/29/23-6/30/23	Adult Ed	NTE: 17 hrs/week	C	63910.0	003270	\$49.87/hr	100%
15 #	Roger	Wu	Teacher	Chinese translation, instructional support & data collection/analysis	3/17/23-6/7/23	Adult Ed	NTE: 96 hrs.	C	63910.0	003267	\$41.19/hr	100%

C. Leaves of Absences

	First Name	Last Name	Classification	Action	Effective	Site
	None					

D. Terminations

	First Name	Last Name	Classification	Action	Effective	Site
	None					

E. Change Status

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
	None										

F. Other

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
16 #	Maria	Akl	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$120	100%
17 #	Kaitlin	Carels	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$120	100%
18 #	Kristin	Ford	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$250	100%
19 #	Tina	Hernandez	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$120	100%
20 #	Morgan	Hogan	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$600	100%
21 #	Maria	Lomelin	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$600	100%
22 #	Ross	October	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$120	100%
23 #	Joanna	Prather	Teacher	Approve Stipend - TEAL Family Paint Nights	1/19/23-3/9/23	Elementary Sites	N/A	C 90610.0	004225	\$360	100%

F. Other - Volunteers

	First Name	Last Name	Classification	Action	Effective	Site
24 #	Jill	Alonzo	Volunteer I	Approve	3/30/2023	Monroe
25 #	Jules	Cano	Volunteer I	Approve	4/11/2023	Monroe, Village
26 #	Mary	Clark	Volunteer I	Approve	3/27/2023	Wild Rose
27 #	Rudy	Gonzalez	Volunteer I	Approve	4/10/2023	Wild Rose
28 #	Michael	Goodman	Volunteer I	Approve	3/27/2023	Wild Rose
29 #	Alison	Keslake	Volunteer I	Approve	3/24/2023	Mayflower
30 #	Matthew	McDonald	Volunteer I	Approve	3/28/2023	Wild Rose
31 #	GREGORY	MENA	Volunteer I	Approve	4/6/2023	Mayflower
32 #	Julie	Milligin	Volunteer I	Approve	3/29/2023	MHS
33 #	Mary	Silva	Volunteer I	Approve	3/27/2023	Clifton
34 #	Mara	Spilker	Volunteer I	Approve	4/10/2023	Clifton
35 #	Naomi	Zapata	Volunteer I	Approve	4/6/2023	Monroe

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #16

EMPLOYMENTS, LEAVES OF ABSENCE, RESIGNATIONS, CHANGES OF STATUS, OTHER (CLASSIFIED)

A. Employments

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
1	#	Dalia	Rivera Zamora	After School Activity Leader	VESP	Employ	\$16.83/hr.	15	1	3.75 hr./d.; 9 mo./yr.	3/27/2023	000308	C 60100.0	100%
2	#	Diane	Supple	After School Activity Leader	VESP	Employ	\$16.83/hr.	15	1	3.75 hr./d.; 9 mo./yr.	3/27/2023	000308	C 60100.0	100%

B. Supplemental Hours/Special Assignments

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
3	#	Patricia	Carter	Bus Driver Extra Hours	MHS/TPAC	Employ: Monitor parking for Fellowship Monrovia Church services/Taylor Performing Arts Center rental event.	\$26.96/hr.	24	6	NTE: 115 hours total.	3/1/23-6/25/23	003495	C 90221.0	100%
4	#	Victor	Contreras	Custodian Extra Hours	MHS	Employ: School events.	\$25.04/hr.	21	6	Hourly, as needed.	3/1/23-6/7/23	000589	G 00000.0	100%
5	#	Steven	Fonseca	Custodian Extra Hours	MHS	Employ: Community service.	\$20.54/hr.	21	2	Hourly, as needed.	3/1/23-6/7/23	000590	G 00000.0	100%
6	#	Steven	Fonseca	Custodian Extra Hours	MHS	Employ: School events.	\$20.54/hr.	21	2	Hourly, as needed.	3/1/23-6/7/23	000589	G 00000.0	100%
7	#	Isaiah	Gutierrez	Student Worker	MHS	Employ: Transition Partnership Program	\$15.50/hr.	Flat	Rate	NTE: 100 hours total.	1/1/23-6/30/23	002441	C 34100.0	100%
8	#	Julie	Kilbury	Instructional Aide - Special Ed. Extra Hours	Santa Fe	Employ: Support ELD classes.	\$22.67/hr.	17	6	NTE: 145 hours total.	3/20/23-6/7/23	004104	C 07102.0	100%
9	#	Damian	Marrero	Student Worker	MHS	Employ: Transition Partnership Program	\$15.50/hr.	Flat	Rate	NTE: 100 hours total.	2/3/23-6/30/23	002441	C 34100.0	100%
10	#	Symphanie	Ruvalcaba	Student Worker	MHS	Employ: Transition Partnership Program	\$15.50/hr.	Flat	Rate	NTE: 100 hours total.	1/1/23-6/30/23	002441	C 34100.0	100%

C. Leaves of Absence

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

D. Resignations

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
11	#	Jacqueline	Guerrero	Secretary	Educational Services	Voluntary resignation.	\$4111.48/mo	24-H	6	7 hr./d.; 12 mo./yr.	4/3/2023	002772	C 90221.0 C 07303.0	70% 30%
12	#	Rebecca	Taylor	Health Assistant II	Monroe	Voluntary resignation.	\$3836.46/mo	26	6	6.25 hr./d.; 9 mo./yr.	4/7/2023	003658	G 00000.0	100%

E. Changes of Status

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
		None												

F. Other

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
13	#	Ann	Martinez	Classified Stipend	Elementary sites	Approve stipend - TEAL Family Paint Night Events.	\$360. stipend paid over 1 month.	1/19/23-3/9/23	004226	C 90610.0	100%

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

8. 22/23-3087 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

RECOMMENDATION

The Board of Education is requested to approve Travel and Conference Report #15.

Rationale:

All personnel travel and conference/in-service attendance are routinely reviewed and approved by the Board of Education.

ATTACHMENTS

MONROVIA UNIFIED SCHOOL DISTRICT
Conference/Inservice Attendance and Travel
Report # 15

GROUP A (Within budget. For maintenance and/or improvement of district programs)

1/ CASCWA Annual State Conference.
CA Association of Supervisors of Child Welfare and Attendance
May 10-12, 2023; Fresno, CA.
Account#: 01.4-07301-0-00000-31100-5220-6003500
Estimated cost: \$1174.56
(Registration: \$475.00; Mileage: \$67.50; Meals: \$48.00; Lodging: \$363.16;
Other/Rental: \$220.90.)

Maricela Fernandez, Social Worker.

GROUP B (Not within budget. Budget transfer required)

None.

GROUP C (Within budget of Federal/Special programs)

None.

GROUP D (No cost to District)
None.

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

9. 22/23-3088 – RENEWAL OR AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

RECOMMENDATION

The Board of Education is requested to approve the renewal of the agreement between Monrovia Unified School District and California State Polytechnic University Pomona, (Cal Poly Pomona), commencing July 01, 2023, and through June 30, 2026.

Rationale:

Board approval of the Memorandum of Understanding will allow Cal Poly Pomona to partner with Monrovia Unified School District in offering programs to teachers and teacher intern candidates. Cal Poly Pomona agrees to provide the university supervision of each participating intern candidate and the required coursework for the preliminary credential. The District agrees to provide each intern with support and feedback.

Background:

By approving this agreement the District will offer the opportunity for teacher candidates to develop their teaching skills in an on-site classroom environment. A combination of practice, seminars, coursework, and close continuous supervision by the Cal Poly Pomona education faculty and our district cooperating teacher will greatly enrich the teaching competency of each intern. This program will greatly enhance our ability to recruit in much-needed areas.

ATTACHMENTS

- [5523-0055 Monrovia USD Student Teaching and Internship PASC Fieldwork Agreements Cal Poly Pomona.pdf](#)



CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

STUDENT TEACHING AND INTERNSHIP AND PRELIMINARY ADMINISTRATIVE SERVICES CREDENTIAL (PASC) INTERNSHIP AND FIELDWORK AGREEMENTS

This AGREEMENT entered into on **April 26, 2023** by and between the State of California through the Board of Trustees of the California State University (CSU), on behalf of California State Polytechnic University, Pomona, hereinafter called **State** or **State University**, and **School District** as noted below, hereinafter called the **District**, and collectively referred to as **party** or **parties**:

WITNESSETH

WHEREAS, under the California Education Code Section 44450, et seq., the governing board of any **District** is authorized to enter into agreements with a **State University** accredited by the State Board of Education as a teacher-education institution, to provide educational fieldwork experiences through practice teaching and internships for the students enrolled in teacher training curricula of the **State University**; and

WHEREAS, the **District** is authorized to enter into agreements with the **State**, to provide teaching experience through field experience, practice teaching and paid internships to students enrolled in teacher training curricula of the **State University**; and

WHEREAS, Student observers or Fieldwork or Early field experience includes the following activities: Early Childhood Practicum, Novice Teaching, Education Administration fieldwork as described on **Exhibit A**, Teaching Programs attached hereto; and

WHEREAS, Student Teaching/Clinical Practice includes the following programs: PK-3 Early Childhood Education Specialist Instruction Credential (age 3 to grade 3), Education Specialist Credentials, Multiple Subject Credentials, Single Subject Credentials, and Bilingual Authorization, as described in **Exhibit A**, Teaching Programs attached hereto; and PASC internship and fieldwork includes the Preliminary Administrative Services Credential, and

WHEREAS, paid internship includes the following programs: PK-3 Early Childhood Education Specialist Instruction Credential, Education Specialist Credentials, Multiple Subject Credentials, Single Subject Credentials, and Education Administrative Services Credential Interns, as described in **Exhibit A**, Teaching Programs attached hereto; and

WHEREAS, Education Specialist Mild to Moderate Support Needs and Extensive Support Needs candidates (both traditional and intern) will have experiences co-teaching or teaching students with disabilities in inclusive general education settings; and

WHEREAS, the **District** and **University** wish to establish an internship program, as provided in Education Code Section 44321 and meeting the provisions of the statutes and regulations of the Commission on Teacher Credentialing, whereby **University** intern students will be placed in **District** schools.

WHEREAS, it has been determined between the **parties** hereto that the payments to be made to the **District** under this agreement do not exceed the actual cost to the **District** of the services rendered by the **District**; and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the **District** to the supervising teacher as compensation for and recognition of services performed for the student teacher/teacher candidate in the supervisory teacher's charge.

NOW, THEREFORE, it is mutually agreed between the **State** and the **District** as follows.

SPECIAL PROVISIONS

The **State University** and the **District** are as follows:

STATE UNIVERSITY

California State Polytechnic University, Pomona
3801 West Temple Avenue
Pomona, CA 91768

And

SCHOOL DISTRICT

Monrovia Unified School District
325 E. Huntington Drive
Monrovia, CA 91016

The **TERM** of the Agreement shall be for *approximately three (3) fiscal years*, beginning **July 1, 2023** through **June 30, 2026**. This agreement is valid and enforceable only if funds are made available for 2023/2024, 2024/2025 and 2025/2026 fiscal year's Budget Act for the purpose of this program.

The **SERVICES** for standard Clinical Practice to be provided by **District** to **University** shall not exceed sixteen (16) weeks of practice teaching.

The **STATE** shall pay the **DISTRICT** for cooperating teachers for standard Clinical Practice if it's merited for one of the programs listed above at the rate of **\$350.00** per student, which may increase based on funds available.

The **SERVICES** for Intern teachers to be provided by the **District** shall be for the period covered by the Intern contract between the Intern and the **District** while Intern-eligible by **University**.

The **SERVICES** for Intern Administrators and for the Preliminary Administrative Services Credential Program as Site Coach will be provided by the District without payment and the University Supervision will be provided by the University at no cost to the District.

GENERAL TERMS

Placement of Student Teacher and Administrative Candidates

1. The **District** shall provide to **State University** student teacher and administrative candidates field experience through practice teaching in schools and classes of the **District** not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such schools or classes of the **District** and under the direct supervision and instruction of such employees of the **District**, as the **District** and the **State** through their duty-authorized representatives may agree upon.

District placements need to be at sites with:

- A commitment to collaborative evidence-based practices and continuous improvement,
 - Partnerships with appropriate educational, social, and community entities that support teaching and learning,
 - Robust programs and support for English learners
 - Student with disabilities in the Least Restrictive Environment (LRE),
 - A fully credentialed principal, and
 - A district-employed supervisor with a clear credential in the subject; at least three years of experience identified as having exemplary teaching practices; thorough understanding of content knowledge, knowledge of current context including state adopted P-12 content standards, frameworks, and accountability systems, knowledge of diversity in society, and demonstration of professional practices.
 - A district-employed supervisor with knowledge and skills for candidate supervision and program expectations to support the candidate (including itinerant candidates) in their requirement to take and pass the teaching performance assessment (TPA).
2. The **District**, after a reasonable inquiry of all parties involved, may at its sole discretion, refuse to accept for practice teaching any student teacher candidate of the **State University** assigned to practice teaching in the **District**. Upon request of the **District**, at its sole discretion, the **State** shall terminate the assignment of any student teacher candidate of the **State University** to practice teaching in the **District**.
 3. "Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the **District** holding valid credentials issued by the State Board of Education, California Commission on Teacher Credentialing, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.
 4. The **State** will pay the **District** for the performance by the **District** of all services required to be performed under this agreement at the amount set forth in Special Provisions.

Each semester of practice teaching for elementary and secondary schools shall be a full-time practice teaching experience or its equivalent. Student teaching shall normally provide for a full day's experience or its equivalent to five days per week. Any deviation from this definition of assignment must be consistent with **State University** policy and can be made only with the approval of the **State University**.

5. An assignment of a student teacher candidate of the **State University** to practice teaching in schools or classes of the **District** shall for approximately sixteen (16) weeks, but a student teacher candidate may be given more than one assignment by the **State University** to practice teaching in such schools or classes.

The assignment of a student teacher candidate of the **State University** to practice teaching in the **District** shall be deemed to be effective for purposes of this agreement as of the date the student teacher candidate presents to the proper authorities of the **District** the placement letter or other document given the student teacher candidate by the **State University** commencing such assignment, but not earlier than the date of such assignment as shown on such letter or other document.

In the event the assignment of a student teacher candidate of the **State University** to practice teaching is terminated by the **State University** or the **District** following a reasonable inquiry of all parties involved, the **District** shall receive payment on account of such student teacher candidate prorated by the number of weeks worked.

Absences of a student teacher candidate from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided by the **District**.

6. In the event the **District** offers the student teacher candidate a short- or long-term substitute-teaching assignment, and if the student teacher candidate is or will be in his/her official solo period, and if the student teacher candidate has demonstrated student success as a student teacher candidate, the **State University** shall determine the length of unsupervised Clinical Practice days of the substitute-teaching assignment.
7. Within a reasonable time following the close of each semester session of the **State University**, the **State** shall provide payment directly to the **District**, at the rate provided herein, for all units of practice teaching provided by the **District** under and in accordance with this agreement during said semester.

The **State** will pay the amount due each semester from monies made available for such purpose by or pursuant to the laws of the **State**.

Student inquires: **CEIS-Office of Clinical Practice**
California State Polytechnic University, Pomona
3801 West Temple Avenue
Pomona, CA 91768
909-869-4300 **telephone**

Contract inquires: **Procurement Services**
Email: lorrainer@cpp.edu / procurement@cpp.edu

8. Notwithstanding any other provisions of this agreement, the **University** shall not be obligated by this agreement to pay the **District** any amount in excess of the services rendered.

Placement of Interns

1. **University** intern students, certified as qualified and competent by **University** to provide intern teaching services to **District**, may, at **District's** discretion, be accepted and assigned to its schools for services as intern teachers (**Interns**). **University** and **District** shall coordinate the process of selection and placement of interns. The **District** will place an intern in a classroom appropriate to their intern Credential Authorization. **University** reserves the right to make the final determination on any intern's acceptance into the Program, while **District** reserves the right to make the final determination on any intern's employment. Neither **University** nor **District** shall discriminate in the selection of, or acceptance or participation by any intern pursuant to this Agreement because of race, color, national origin, religion, sex, sexual orientation, handicap, age, veteran's status, medical condition, marital status, or citizenship, within the limits imposed by law.
2. *Program Requirements.* Each candidate intern as a teacher or administrator accepted into the Program will be required to meet the following qualifying criteria:
 - a. Recommendation to the Program by a **District** or **University** designee; and
 - b. Interview and screening by **District** staff, including a background check, principal/teacher panel interview and paper screening, Department of Justice fingerprint clearance, and a baccalaureate degree from an accredited institution; and
 - c. Interview and screening by **University** staff, including a personal interview, written self-evaluation regarding teaching and learning, and verification of coursework and prior experience with K-12 students in a multicultural, multilingual setting; and
 - d. Interview with the **University** Intern Coordinator or a lead faculty member for the Program; and
 - e. Prior to beginning the Program, all interns must have passed the CBEST exam, met the U.S. Constitution requirement and verified subject matter competence by completion of a CTC approved program of coursework or passage of the appropriate State content area exam (CSET); and
 - f. All Bilingual Authorization candidates/interns must have passed a written and oral exam and have completed academic coursework in the identified language.
3. *Intern Employment Status.* Interns shall be **District** employees for all purposes, including for the payment of any federal, state, or local income or occupational taxes, FICA taxes, unemployment compensation or workers' compensation contributions, vacation pay, sick leave, retirement benefits or any other payments or benefits for or on behalf of Interns.
4. *Reservation of Right to Payment.* Pursuant to Education Code Section 44462, **University** and/or **District** reserves the right to request an adjustment of up to 1/8 or 12.5% of the interns' salary to cover supervision services pursuant to this Agreement.
5. *Advisory Committees.* **District** and **University** will collaborate through the Cal Poly Pomona Intern Advisory Committee comprised of community members, institutional administrators, teachers, faculty members, and at least one intern representative, which will serve to provide guidance and support for the Program. In lieu of meetings, online communications/emails requesting or discussing information may be used.

Program Support. To support interns, District and University will each provide a qualified “Support Provider”/” Site Coach” to assist each intern in the Program. Such qualified support provider/site coach is defined as a district-employed supervisor with a clear credential in the subject; at least three years of experience identified as having exemplary teaching practices; thorough understanding of content knowledge, knowledge of current context including state adopted P-12 content standards, frameworks, and accountability systems, knowledge of diversity in society, and demonstration of professional practices. Additionally, a district-employed supervisor possesses knowledge and skills for intern supervision and program expectations to support the intern (including itinerant interns) in their requirement to take and pass the teaching performance assessment (TPA).

The **District’s** support provider is also referred to as the “Site Coach,” and the **University’s** support provider is also referred to as the “**University** Field Supervisor.” A minimum of 144 hours of support/mentoring and supervision shall be provided to each intern teacher per school year with an additional 45 hours of support and supervision provided to an intern who enters the program without a valid English Learner authorization. The support and supervision will be a shared responsibility of the **District** and **University**. It is understood that the intern, due to the nature of being the teacher of record the vast majority of these support/mentoring hours would through the school site and employing district opportunities.

In the case of itinerant assignments, whereby an intern must travel to several schools within a district to provide services (e.g., music, APE), the District shall provide a contact at each school site (e.g., site administrator) who can provide to the itinerant intern teacher student information such as special needs, accommodations, or other instructional information needed for the intern to meet the needs of all students.

Each “Site Coach” must: possess a valid credential to teach, supervise, and/or administer in the grade level supervised; have three (3) years’ experience as a successful practitioner or administrator; hold EL Authorization; be able to demonstrate effective instruction of adult populations; and understand and support the policies and philosophy of the **University** Program. **District** “Site Coaches” are to meet with the intern at least weekly to discuss/review the intern’s progress and respond to questions to enhance the Interns knowledge and skill.

The District “Support Provider/Site Coach” will be paid a one-time stipend directly, by Cal Poly Pomona. Stipend payments will only be made upon completion of support provider duties for the academic year and when required paperwork has been submitted to the Cal Poly Pomona Teacher Intern Office.

District’s “Site Coaches” and the **University’s** “Field Supervisors” will meet with interns regularly throughout each semester of their Clinical Practice (Intern Supervision). They will:

- a. Offer constructive suggestions on improving teaching or administrative skills, including written and oral observations about classroom or campus performance; and
- b. Review teacher interns’ lesson plans both before and after classroom activities take place on how to design and implement lesson plans with an emphasis on accommodations and/or modifications for English Learners or students with special needs; and
- c. Assist interns with curriculum selection and design appropriate to the diverse student population in the classrooms; may include assessing language needs and progress of EL learners in the intern classroom and support for language accessible instruction; and
- d. Ensure Interns obtain knowledge of State frameworks and Common Core State standards in appropriate academic disciplines and how to adapt them for K-12 content, English Learners and students with special needs; and

- e. Assist interns with the rudiments of teaching; or administration may include in-class modeling and coaching as needed; and
- f. Assist interns with classroom management techniques and classroom organization; and
- g. Assist Interns with various approaches to discipline and how to maintain a positive climate for learning and a safe classroom environment; and
- h. Verify contacts with interns and complete any surveys about the intern or the intern program.

District's "Site Coach" and **University's** "University Field Supervisor" will meet without the intern periodically, as needed, during an intern's program to discuss the intern's progress.

Prior to the intern teaching or administrative experience, the **University** will conduct program orientation seminars for interns, typically during intern interviews and training opportunities for **District** Support Providers/Site Coaches (in-person meetings, phone or an online format will be available), in addition to any training/orientations the **District** might provide. Support Providers may need to participate in annual or periodic training/orientations for their role as a Support Provider and complete a university and a state intern support provider survey and any requested reviews of the intern they are supporting.

District will include interns in appropriate **District** support programs and provide training in regularly scheduled staff development activities.

District will provide appropriate release time from teaching responsibilities for teacher interns to complete necessary classroom observations of credentialed teachers and provide appropriate release time for interns to attend classes at Cal Poly Pomona, to complete their credential and program requirements.

District will allow video capture for Teaching and Administrative Performance Assessments and/or synchronous video observation by the **University** field supervisor as part of or in lieu of on-site observations and Performance Assessments required by the California Commission on Teacher Credentialing (CTC). Students' faces and identities will not be captured.

University Field Supervisors will visit teacher interns in their classrooms on a regularly scheduled basis to monitor each intern's progress. The Field Supervisors will complete required Clinical Practice procedures and an additional Supervision Log if the intern continues in placement beyond required Clinical Practice to complete credential program requirements. A University Field Supervisor will visit the administrative intern to monitor each Intern's progress.

District is aware of and informed about the hazards currently known to be associated with the novel coronavirus referred to as "COVID-19". **District** is familiar with and informed about the Centers for Disease Control and Prevention (CDC) current guidelines regarding COVID-19 as well as applicable federal, state, and local governmental directives regarding COVID-19. **District**, to the best of its knowledge and belief, is in compliance with those current CDC guidelines and applicable governmental directives. If the current CDC guidelines or applicable government directives are modified, changed, or updated, **District** will take steps to comply with the modified, changed, or updated guidelines or directives. If at any time **District** becomes aware that it is not in compliance with CDC guidelines or an applicable governmental directive, it will notify **University** of that fact.

6. *Academic Responsibility.* **University** shall have exclusive control over all academic issues, which shall include, without limitation: selection of course content and required textbooks; delivery of instructional programs; selection and approval of faculty; admission, registration, and retention of Interns; evaluation of Interns' prior education; evaluation of Interns' academic progress; scheduling courses; awarding academic credit; and conferring degrees.
7. *Duration of Internship.* Once a student has been accepted as an intern by **District**, and if the student remains in good standing in the Program at **University** and within the **District's** policies and performance standards, the intern will be allowed to finish his/her internship at the **District**. However, an intern who performs below acceptable **District** or **University** standards, after appropriate support and advice efforts have been conducted, may be removed from the paid internship position by the **District** or removed from the Program by the **University** in consultation with the **District**. All services provided by **University** and **District** pursuant to this Agreement shall terminate upon an intern's termination of participation in the **University's** Program or upon **University** discontinuing the Program.
8. *Assessment.* Assessment of intern competence is a joint responsibility of **University** and **District**. Each intern will receive informal performance assessment/consultation by the **District** Support Provider and formal performance assessment/consultation from the **University** Field Supervisor throughout the period of the internship. At the end of the internship program, the **University** Field Supervisor may consult with the **District** Support Provider and **University** Intern Program may request the Support Provider to complete a summary of progress of the intern to assist in the determination of the **University** in making a recommendation as to whether the intern is ready for independent teaching or independent work as an administrator. The **University** Field Supervisor will provide their recommendation to **University's** Credential Services Office which will determine the intern's competence relative to the California Commission on Teacher Credentialing program standards for the specific credential the intern is seeking to obtain. The final recommendation of competence of an intern for applying for a teaching credential is by the **University**. Any forms completed by the **District** or Support Provider will belong to **University** as student records will be kept on file in the CEIS Credential Services Office at the **University**.
9. *Relationship of the Parties.* Nothing in this Agreement is intended nor shall be construed to create an employer/employee relationship, or a joint venture, partnership, or agency relationship between parties.
10. *Publicity.* Neither **University** nor **District** shall cause to be published or disseminated any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to this Agreement, without the prior written consent of the other party. In addition, neither party may use the names, logos, or trademarks of the other party without its prior written consent.
11. *Records.* It is understood and agreed that all records, other than intern evaluation records and information, shall remain the property of **District**. Interns' student records shall remain the property of **University**.
12. *Entire Agreement and Severability.* If a court or arbitrator holds any provision of this Agreement to be illegal, unenforceable, or invalid, the remaining provisions will not be affected. This Agreement contains the entire Agreement between the parties pertaining to the transaction and may not be amended unless in writing, signed by both parties.

13. *Assignment.* Neither party shall assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.

District will designate a **District** Coordinator/Contact Person to ensure supervisory and support assistance to Interns prior to finalizing this Agreement. The designated **District** Coordinator for the purposes of this Agreement will be:

Name:
Title:
Email:
Phone:
Fax:

14. *Notices.* All notices or other communications given under this Agreement will be in writing and sent to the addressee listed below (unless a party has changed its address by giving notice) and will be effective upon receipt if delivered personally or by overnight mail, or effective three days after mailing if by certified mail, return receipt requested.

To University:

Procurement Services
California State Polytechnic University, Pomona
3801 West Temple Avenue, Bldg. 75
Pomona, CA. 91768
Facsimile 909-869-5475
Email: lorrainer@cpp.edu / procurement@cpp.edu

To District:

Claudia Granger
Placements & Contracts
Monrovia Unified School District
325 E. Huntington Drive
Monrovia, CA 91016
Phone: 626-471-2022
Fax: 626-471-2013
Email: cgranger@monroviaschools.net

15. *Representations.* Each party represents that: (a) it will abide by all applicable federal, state, or local statutes or regulations; (b) the individual signing this Agreement has the authority to do so; and (c) it has the ability and authority to perform each of its obligations under this Agreement. These representations will continue after the Agreement terminates.

INSURANCE

1. The **University** and **District** shall secure and maintain at all times during the term, at their respective sole expense, professional general liability insurance covering themselves and their respective employees.
 - Such coverage provided by the **University** and **District** may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per occurrence. Such insurance shall not be cancelable except upon 30 days prior written notice to the other party. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.
 - Comprehensive or Commercial Form General Liability Insurance (contractual liability included) with limits as follows:
 - 1) Each Occurrence \$1,000,000
 - 2) General Aggregate \$3,000,000
 - The **University** and **District** shall each secure and maintain at all times during the term of their contract, at their respective sole expense, workers' compensation and employers' liability insurance covering their respective employees. **University** CSURMA provides Workers' Compensation coverage for all registered CSU students who are pursuing a professional credential in Education (including teaching) while participating in this program. Such coverage provided by either the **University** and/or **District** may be afforded via commercial insurance or self-insurance.
 - Business Liability Insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit no less than One Million Dollars (\$1,000,000) per occurrence.

The **University** and **District** shall further provide for thirty-day (30) advance written notice of any modification, change or cancellation of any of the above insurance coverage's.

2. The **University** shall self-insure its activities in connection with this Agreement by maintaining programs of self-insurance as follows:

THE CALIFORNIA STATE UNIVERSITY GENERAL LIABILITY, WORKERS' COMPENSATION, PROPERTY, PROFESSIONAL LIABILITY, AND AUTOMOBILE LIABILITY SELF-INSURANCE PROGRAM

The State of California has elected to be self-insured for its general liability, workers' compensation, professional liability, motor vehicle liability, and property exposures through an annual appropriation from the General Fund. As a State agency, the California State University, Office of the Chancellor, the Trustees, and its system of campuses are included in this self-insured program.

The Office of Risk Management in the Chancellor's Office administers the general liability, workers' compensation, property, and professional liability programs. The State Office of Risk and Insurance Management administers the motor vehicle liability program.

Under this form of insurance, the State, and its employees (as defined in Section 810.2 of the Government Code) are insured for any tort liability that may develop through carrying out official activities, including state official operations on non-state-owned property. Should any claims arise by reason of such operations or under an official contract or license agreement, they should be referred to the California State University, Office of Risk Management, 401 Golden Shore, 5th Floor, Long Beach, CA 90802-4210.

GOVERNING LAW

This Agreement will be governed by the laws of the State of California and shall in all respects be interpreted enforced and governed by California laws.

INDEMNIFICATION

Pursuant to the provisions of Section 895.4 of the California Government Code, each party agrees to indemnify and hold the other harmless from all liability for damage to persons or property arising out of or resulting from negligent acts or omissions of the indemnifying party.

The **District** shall defend, indemnify, and hold the **University**, its officers, employees, and agents harmless from and against any and all liability, loss, expense or claims for injury or damages caused by or result from the negligent or intentional acts or omissions of the **District**, its officers, employees, or agents arising out of the performance of this Agreement.

The **University** shall defend, indemnify, and hold the **District**, its officers, employees, and agents harmless from and against any and all liability, loss, expense or claims for injury or damages caused by or result from the negligent or intentional acts or omissions of the **University**, its officers, employees, or agents arising out of the performance of this Agreement.

FINGERPRINTING/BACKGROUND CHECKS

In accordance with California Education Code Section 44320 (d), each credential candidate prior to assignment to **District** must obtain at their sole expense a "Certificate of Clearance," which includes a complete Live Scan Service. The **State University** will ensure that students receive a Certificate prior to beginning their assignment in the **District**.

TUBERCULOSIS

In accordance with California Education Code Section 49406, each credential candidate prior to assignment to **District** must obtain at their sole expense an examination within the **District** timeframe to determine that he or she is free of active tuberculosis, by a licensed physician or surgeon prior to beginning their assignment in the **District**.

GENERAL PROVISIONS

This Agreement: (a) will be binding and enforceable by the parties and their representative successors or assigns, but not by any individual or organization not a party to this Agreement; (b) may be executed in counterparts and effective with original or facsimile signatures; (c) will be governed by California law; and (d) has been executed at Pomona, California.

IN WITNESS WHEREOF, this agreement has been executed by the **parties** hereto, effective the date above written.

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

BY: _____
Lorraine A. Rodriguez, C.P.M. Contract Administrator
Procurement Services

DATE: _____

MONROVIA UNIFIED SCHOOL DISTRICT

BY: _____
Signature of Authorized District Official

DATE: _____

Print name and title of Authorized District Official



CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

EXHIBIT A

Teaching Programs

Below is a summary of the various teaching programs the University administers. A complete program description shall be given to the District when the University places a student.

"Student Teachers" or **"Teacher Candidates"** refers to persons in the PK-3 Early Childhood Education Specialist Instruction, Education Specialist, Multiple Subject or Single Subject programs recommended by the University, possessing a certificate of clearance or other appropriate certificate, who have been approved to engage in unpaid classroom teaching experiences and/or individualized therapy under the supervision of a regularly credentialed employee of the District. An assignment of a student of the University to a student teaching or placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. The assignment shall last for a designated period of time based on the specific requirements of the educational program.

"Intern Teachers" refers to persons recommended by the University, possessing a certificate of clearance and who have been approved to engage in paid teaching services under the supervision of a regularly credentialed employee of the District (Support Provider) and a University Supervisor, both of whom will be paid by the University. The University reserves the right to issue or deny the preliminary teaching credential at the completion of the University Internship Program.

If the Intern Teacher should fail to meet either Cal Poly Pomona's competencies or the District's performance criteria during the course of the Program, the Intern Teacher may be dismissed by either Party upon written notification to the other Party and the Intern Teacher. Retention and dismissal will be collaborative through appropriate of all parties involved between the University and the District at a meeting prior to grades being determined. The final District decision on retention or dismissal will be at the discretion of the District. A determination regarding the candidate's continuation in the University teacher preparation program will be at the discretion of University. All services provided by University and District pursuant to this Agreement shall terminate upon an Intern's termination of participation in the University's program or upon University discontinuing its program.

The Intern Teacher will not be hired by the District before teachers on waivers are hired, nor will hiring an Intern Teacher displace a certificated employee in the District. The Intern Teacher will be considered the teacher of record in their teaching position and enjoy all rights and privileges of a certificated teacher in the District and will at the minimum receive a beginning teacher salary per District salary schedules.

The Intern Teacher will assume the functions that are authorized by the regular standard credential (EC44454). The Intern Teacher's services will meet the instructional or service needs of the District (EC44458). The Intern Teacher will not displace a certificated employee(s) in the District. Since the internship is being implemented to meet an expressed employment shortage, a statement from the District about the availability of qualified certificated persons must be completed.

“Education Administration Fieldwork/Interns” refers to persons recommended by the University who hold a baccalaureate degree from a regionally accredited institution of higher education (EC 44453), have completed at least three (3) years of successful teaching experience and are eligible for an Administrative Internship Credential, who have been approved to engage in paid administrative services, if this does not displace a certificated employee, and who shall be under the supervision of a regularly credentialed employee of the District and a University supervisor. The University authorizes the candidates in an administrative internship program to assume the functions authorized by the regular administrative services credential. The University reserves the right to issue or deny the preliminary administrative credential at the end of the internship experience. Either the District or the University may remove the administrative intern for unsatisfactory performance.

“Student Observers” or “Fieldwork” or “Early Field Experience” refers to persons recommended by the University, possessing a certificate of clearance or other appropriate certificate, who have been approved to engage in observation of classroom teaching or other educational services performed by regularly credentialed employees of the District. Student observers may be permitted to engage in limited educational fieldwork experiences under the direct supervision and in the presence of a regularly credentialed employee of the District.

“Novice Candidates” refers to persons recommended by the University, possessing a certificate of clearance or other appropriate certificate, who have been approved to engage in unpaid classroom teaching experiences in the PK-8 level under the supervision of a regularly credentialed employee of the District. Novice candidates are expected to serve no less than 50 hours of novice field experience per semester placement. An assignment of a student of the University to a novice clinical practice placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. The assignment shall last for a designated period of time based on the specific requirements of the educational program.

“Early Childhood Practicum Candidates” refers to persons recommended by the University, possessing a certificate of clearance or other appropriate certificate, who have been approved to engage in unpaid classroom practicum experiences in early childhood education settings and Pre-Kindergarten- through third grade under the supervision of regularly credentialed employee of the District or teachers in a licensed center. Practicum teachers are expected to serve six to nine hours per week for the duration of the school term placement. An assignment of a student of the University to a practicum placement in schools or centers shall be at the discretion of the University, working cooperatively with the District or Center. The assignment shall last for a designated period of time based on the specific requirements of the educational program.

District Need to Hire Intern Teachers
Put on district letterhead—Or write comparable letter on district letterhead

Date _____

The _____ School District is pleased to support and participate with the Cal Poly Pomona's (CPP) efforts in the Teacher Internship Program.

As a K-12 public school district of over _____ students and with a teaching staff of over _____ we are in need of teachers each school year. This need is often in the area of bilingual education, special education, math, science and other areas where there is a shortage of qualified instructors. We are in full support of the CPP Teacher Internship Program, as it will greatly enhance our ability to recruit in these much needed areas.

The school district verifies that the following requirements regarding the teaching positions offered to Intern teachers have been satisfied.

The proposed teaching position

- is in a K-12 public school district, or public charter school
- is a regular teaching position authorized by the standard credential, which the credential candidate is pursuing;
- does not displace any certificated employees in the school district;
- is hiring the Teacher Interns based on need when an appropriately credentialed teacher is not available;
- is a full-time position, and the Intern is the "Teacher of Record" and will enjoy the rights and privileges of a certificated teacher in the district, and will at the minimum receive a beginning teacher salary per district salary schedules.;
- is appropriate for the subject matter competence of the credential candidate;
- will support salary deduction specifications per Education Code Section 44462 if implemented by the university; and
- is supported by the local bargaining unit representing district teachers.

District Representative Signature

Position

Printed Name

Date

Bargaining Unit Representative Signature

Position

Printed Name

Date

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

10. 22/23-5055 - AMENDMENT TO MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT, THE CITY OF MONROVIA, AND CENTRE STAGE PRODUCTIONS FOR THE ORGANIZATION AND PRODUCTION OF THE 2023 MONROVIA DAYS PARADE & FESTIVAL

RECOMMENDATION

The Board of Education is requested to approve an amendment to the Memorandum of Understanding between the District, the City of Monrovia, and Centre Stage Productions, for the organization and production of the upcoming 2023 Monrovia Days Parade & Festival on May 19-21, 2023.

Rationale:

This year's Monrovia Days Library Park Parade & Festival will take place on May 19-21, 2023. The attached MOU between the three parties (City of Monrovia, Monrovia USD & Centre Stage) is intended to structure the collaboration that equitably divides the work necessary to produce the Monrovia Days event. The MOU details the contributions expected of each party towards the production, organization, and finances of the Monrovia Days event.

Background:

The Monrovia Days Library Park Parade & Festival was created to be a celebration of the birthday of the City of Monrovia, the outstanding spirit of the the Monrovia community, the excellence of Monrovia public schools, and the importance of the Performing Arts in Monrovia.

Budget Implication (\$ Amount):

The District's financial contribution for this MOU is \$10,000, to be paid from general funds.

Additional Information:

The original MOU and the proposed amendment are attached.

ATTACHMENTS

- [2022 Monrovia Days MOU.pdf](#)
- [Monrovia Days Partnership Agreement.pdf](#)

MEMORANDUM OF AGREEMENT

BETWEEN THE CITY OF MONROVIA ("City"), THE MONROVIA UNIFIED SCHOOL DISTRICT ("MUSD"), AND CENTRE STAGE INC. ("CSI"), FOR THE 2022 MONROVIA DAYS PROGRAM

This Memorandum of Agreement ("MOA") is entered into as of April 19, 2022, by and between the City of Monrovia ("City"), the Monrovia Unified School District ("District"), and Centre Stage, Inc. ("CSI"), (City, District, and CSI are referred to collectively herein as "Parties" or individually as a "Party") for the organization and production of the 2022 Monrovia Days Event.

RECITALS

Whereas, Monrovia Days is traditionally a celebration of the birthday of the City of Monrovia, the outstanding spirit of community, the excellence of Monrovia public schools ("Celebrating our Scholars and Champions"), and the importance of the Performing Arts in Monrovia; and

Whereas, all Parties agree to host an event that focuses on the local Monrovia community; and

Whereas, all Parties agree to develop an event that is low cost and accessible for all Monrovia; and

Whereas, all Parties agree to operate openly with complete transparency; and

Whereas, in recent years, the organization and production of Monrovia Days has been a collaborative effort between the Parties; and

Whereas, in executing this MOA, the Parties intend to structure their collaboration in a way that equitably divides the work necessary to produce Monrovia Days in 2022.

AGREEMENT

1. Event.

Monrovia Days 2022 shall take place May 13-15, 2022. The event shall include live entertainment, a carnival, game booths, and a parade in Old Town Monrovia, as well as other ancillary events as determined by the Steering Committee.

2. Term. The Term of this MOA shall be from April 19, 2022, through the date the Steering Committee completes the Final Review and Accounting specified in Section 8. At the end of a Term of the MOA, the Parties may mutually and unanimously agree to extend the Term of this MOA for an additional year.

3. Structure.

The Steering Committee for Monrovia Days shall include the following:

- City of Monrovia City Council Representative
- Monrovia Unified School District Board Representative
- City of Monrovia City Manager
- Monrovia Unified School District Superintendent
- Monrovia Unified School District Deputy Superintendent
- Monrovia Unified School District Performing Arts Director
- City of Monrovia Community Services Director
- Centre Stage Director

The Steering Committee shall provide general oversight over the event and facilitate the work of the Parties to carry out each Party's responsibilities as specified in this MOA. Steering Committee Members shall attempt to reach consensus on Steering Committee decisions, but a simple majority vote of the Committee Members shall be sufficient to adopt Steering Committee decisions. Each Party may assign appropriate staff members to assist the Steering Committee with its work.

3. City's Obligations.

During the term of this MOA City shall:

- a. Plan, supervise, provide staffing for, permit, and execute Monrovia Days events that occur on City property including, without limitation, all events in Library Park and throughout Old Town. The Parties may mutually agree that a Party other than the City will take charge of individual events or tasks.
- b. Make appropriate City property reasonably available for Monrovia Days events.
- c. Provide cash accounting and management for all cash revenues derived from Monrovia Days. City shall create a separately accounted for fund into which all Monrovia Days revenue shall be deposited. City shall maintain cash accounting records that comply with Generally Accepted Accounting Principles, and shall make all such records reasonably available to the Parties upon request, and to the Members of the Steering Committee at Committee meetings.
- d. Obtain all necessary permits, licenses, health permits, and street closures necessary to stage all Monrovia Days events.
- e. Provide police and fire protection and additional event security, as deemed necessary at the sole discretion of City's Police and Fire Chiefs, respectively.
- f. Secure sponsorships from community stakeholders to offset the cost of the overall event.
- g. Maintain complete and accurate financial records of all of City's expenditures and costs (both cash and in-kind) relating to Monrovia Days, with the exception of all costs associated with the participation of City-related groups and individuals in the Monrovia Days events, which shall be borne solely by City. The expenditure records shall be made available to the other Parties upon reasonable request, and to the Members of the Steering Committee at Committee meetings.
- h. Publicize Monrovia Days through City communications and social media.
- i. Participate in meetings of the Steering Committee.

4. District's Obligations.

During the term of this MOA District shall:

- a. Organize and facilitate the participation of District-related groups and individuals, as appropriate.
- b. Publicize Monrovia Days through District communications and social media.
- c. Organize the participation from all MUSD Schools.

d. Organize the participation from various MUSD Performing groups to perform on stage during the three day festival.

e. Contribute \$10,000 payable to the City of Monrovia for the cost of the overall event to be paid to the City by June 15, 2022.

f. Maintain complete and accurate financial records of all of District's expenditures and costs (both cash and in-kind) relating to Monrovia Days, with the exception of all costs associated with the participation of District-related groups and individuals in the Monrovia Days Parade and other events, which shall be borne solely by District. The expenditure records shall be made available to the other Parties upon reasonable request, and to the Members of the Steering Committee at Committee meetings.

g. Participate in meetings of the Steering Committee.

5. CSI's (Centre Stage Inc.) Obligations.

During the term of this MOA CSI shall:

a. Organize and facilitate the production of live stage entertainment featuring a variety of individuals and groups in Library Park throughout Monrovia Days, and performances by CSI-related groups.

b. Publicize Monrovia Days through CSI communications and social media. As well as update and maintain the Monrovia Days website and Instagram.

d. Organize and operate up to one concession stand selling various carnival style food, including, but not limited to nachos, prezels, churros, chips, and drinks (soda and water). All revenue may be held with CSI; however, a report on the total revenue will be included as a part of the Final Accounting.

f. Maintain complete and accurate financial records of all of CSI's expenditures and costs (both cash and in-kind) relating to Monrovia Days, students and families with the exception of all costs associated with the participation of CSI groups and individuals in the Monrovia Days events, which shall be borne solely by CSI. The expenditure records shall be made available to the other Parties upon reasonable request, and to the Members of the Steering Committee at Committee meetings.

g. Participate in meetings of the Steering Committee.

6. Mutual Obligations.

During the term of this MOA each Party shall:

a. Be solely responsible for, indemnify, and hold every other Party harmless against, any claim, damage, or liability arising from the Party's participation in this MOA and the Monrovia Days event including, without limitation, the participation of the Party's employees and/or volunteers.

b. Comply with all applicable laws including, without limitation, the terms of any permit or license issued by any governmental entity for the Monrovia Days events.

c. Maintain in full effect and at the Party's sole cost such policy or policies of insurance as the Party deems reasonably necessary to insure its activities hereunder including,

without limitation, workers compensation insurance with policy limits at least the minimum required by applicable law.

d. Not incur any cost or liability on behalf of another Party without that Party's advance written consent.

e. Provide the services of such staff members as the Party deems necessary to carry out its obligations under this Agreement. The reasonable and proportional costs of each staff member shall be considered a cost or expenditure of the paying Party.

7. Finances.

Each Party shall fully fund the costs of that Party's participation in the Monrovia Days activities, and the tasks assigned to that Party by the Steering Committee or pursuant to this MOA. Each Party shall maintain complete records of its expenditures and revenues pursuant to this MOA and shall, not later than June 15, 2022, provide a complete copy of its expenditure and revenue records to the Steering Committee for the preparation of a Final Review and Accounting of the event.

8. Final Review and Accounting.

Within thirty (30) calendar days following the receipt of each Party's records of Monrovia Days expenditures and revenues, City's Director of Finance shall provide the Steering Committee and each Party with a Final Review and Accounting of Monrovia Days revenues and expenditures. If such Final Review and Accounting indicates that total revenues exceeded total expenditures, the Parties shall be reimbursed for their expenditures on a *pro rata* basis equivalent to the percentage of total costs and expenditures for Monrovia Days that party incurred. As an illustration, if the Parties paid 50%, 30% and 20%, respectively, of Monrovia Days costs and expenditures, each Party would receive the corresponding percentage of remaining revenue reimbursement available based on the Final Review and Accounting. If there is a surplus of revenue remaining after each Party has been reimbursed for its costs and expenditures, the Steering Committee shall meet and determine the disposition of that remaining revenue.

9. Miscellaneous Provisions.

a. This MOA represents the fully integrated and complete agreement between the Parties as to its subject. No other agreement, promise, practice or amendment to this MOA shall be valid and binding unless memorialized in writing and executed by each of the Parties.

b. Each of the Parties hereto warrants and represents that the individual who executes this MOA on behalf of the Party is duly-authorized to do so, and that the other parties may rely on such representation.

c. Once executed, this MOA may not be terminated by any Party hereto except in the case of a material breach by any Party which is not corrected within ten (10) business days following written notice of such breach from one Party to another.

d. This MOA shall be interpreted according to the local laws of the State of California, as if jointly drafted by all the Parties. No ambiguity in drafting shall be applied to the detriment of any Party as the drafter.

e. This MOA may be executed in identical counterpart copies, each of which shall be an original, but all of which taken together shall constitute one and the same agreement.

The Parties, through their respective authorized representatives, have executed this MOA as of the date set forth above.

[SIGNATURES ON FOLLOWING PAGE]

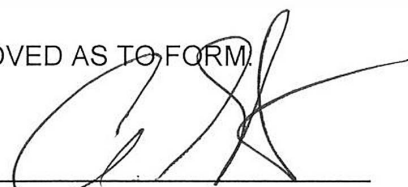
CITY OF MONROVIA

By: 
Dylan Feik, City Manager

ATTEST:

By: 
Alice D. Atkins, MMC, City Clerk

APPROVED AS TO FORM:

By: 
Craig A. Steele, City Attorney


CENTER STAGE, INC.

By: _____
Keely Milliken

MONROVIA UNIFIED SCHOOL DISTRICT

By: _____
Dr. Ryan Smith, Superintendent

ATTEST:

By: 
[NAME AND TITLE]

(TWO SIGNATURES REQUIRED FOR CORPORATE ENTITY)



April 17, 2023

Ryan Smith, Superintendent
Monrovia Unified School District
325 E. Huntington Drive
Monrovia, CA 91016

Keely Milliken, President
Centre Stage, Inc.
2640 S. Myrtle Avenue
Monrovia, CA 91016

**EXTENSION OF MEMORANDUM OF AGREEMENT BETWEEN
THE CITY OF MONROVIA, THE MONROVIA UNIFIED SCHOOL DISTRICT AND CENTRE STAGE, INC.
FOR THE MONROVIA DAYS PROGRAM**

Dear Keely and Ryan,

Please accept this letter as confirmation the Monrovia School District, Centre Stage, Inc., and the City of Monrovia have mutually and unanimously agreed to extend the term of the Agreement for the Monrovia Days Program for one additional year as detailed in Section 2.

The term of the original agreement was from April 19, 2022 through the date the Steering Committee would complete its Final Review as specified in Section 8. This extension runs through the date the Steering Committee completes its Final Review of the 2023 Monrovia Days Event. All other aspects of the Agreement remain unchanged.

Sincerely,

ACKNOWLEDGED AND AGREED

Ryan Smith, Superintendent
Monrovia Unified School District

Keely Milliken, President
Centre Stage, Inc.

Dylan Feik, City Manager
City of Monrovia

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

1. 22/23-1110 - ARTICULATION AGREEMENT BETWEEN CERRITOS COLLEGE AND MONROVIA UNIFIED SCHOOL DISTRICT

RECOMMENDATION

The Board of Education is requested to approve an Articulation Agreement with Cerritos College allowing Monrovia High School (MHS) students to earn college credit from Cerritos College upon successful completion of MHS's Honors Project Lead the Way (PLTW) Introduction to Engineering course. If approved, this agreement will be reviewed and renewed annually.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

High school articulation provides a legal process to align curriculum and instruction, providing a seamless career pathway transition between courses, grades, and schools at secondary institutions, community colleges, and college/university levels. Articulation offers a streamlined path for students who complete a program of study in high school and wish to continue on that path at the community college. This Articulation Agreement creates a sequence of progressive, non-duplicated education leading to technical skill proficiency, a credential, a certificate, and/or a degree in a wide range of fields and careers. Such agreements include "credit by exam" to receive college credit for rigorous coursework taken at the high school level. Through the credit by examination process, high school students may receive credit at the college level for articulated courses. Students may earn credits from Cerritos College for the articulated course when the following criteria are met: 1. The student has completed the articulated course listed above, Introduction to Engineering Design, with a grade of "B" or higher; 2. The student must enroll at Cerritos College within two (2) years from the semester date in which the course was completed; 3. The student will complete and submit the Cerritos College Credit by Exam Form to the Office of Educational Partnerships & Programs; 4. No more than 15 units of credit may be accepted for credit by examination.

Budget Implication (\$ Amount):

There are no costs to MUSD associated with the agreement.

Legal References:

Education Code 17604 requires all contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

A copy of the Articulation Agreement is attached hereto.

ATTACHMENTS

- [Cerritos College - ENGT 103 Articulation Agreement - 20230426.pdf](#)

CERRITOS COLLEGE ARTICULATION AGREEMENT

<p>Cerritos College Course: ENGT 103: Introduction to Engineering Design Using Inventor (3 units)</p> <p>Cerritos College 11110 Alondra Blvd. Norwalk, CA 90650</p>	<p>High School Course: Introduction to Engineering Design (Project Lead the Way)</p> <p>Monrovia High School 845 W Colorado Blvd. Monrovia, CA 91016</p>
<p>General Course Description: This course introduces the student to the design process in engineering technology by the use of activities-based learning, project-based learning, and problem-based learning. The student will learn about the design process, geometric relationships, visualization, technical sketching, modeling, model documentation, and assemblies.</p>	
<p>College Prerequisite(s): None</p>	<p>HS/ROCP Prerequisite(s): None</p>
<p>Advisories/Recommendations: This course is taught at the 9th or 10th grade level. Although there are no specific prerequisites or co-requisites, most student are expected to be taking a college prep curriculum. Although geometry is not a prerequisite, it makes an excellent co-requisite for this course.</p>	
<p>Course Content:</p> <ul style="list-style-type: none"> Engineering Career Awareness Social responsibility and ethics Introduction to safety practices and standards in the engineering design environment Communication, presentation skills and teamwork Historical review of engineering design Visualization and sketching techniques Engineering components, symbols, drawings and measurement standards used in engineering design Research skills using Internet Engineering units, measurement instruments and construction/assembly tools Introduction to engineering design tools used in engineering design Data Collection Analysis and Documentation Use of Engineering Design Software such as Autodesk Inventor Introduce techniques to be used to investigate problems and use meaningful activities to arrive at a solution 	

- Self-management skills
- Coordinate systems
- Geometric relationships
- Isometric, orthographic, perspective, and other engineering drawing types
- Properties of various 2D and 3D geometric shapes
- Use of teamwork and brainstorming to solve problems in the shortest time
- Development of 2D and 3D sketching skills use to communicate ideas
- Use of PowerPoint and Excel presentations
- Use of industry-standard solid Modeling programs
- Use design briefs to define problems and identify solutions within design constraints
- The design process in an engineering environment
- Reverse engineering
- Sketching techniques for use in engineering design
- Determination of system properties using 3D solid-modeling tools
- Drawing constraints
- Proper dimensioning and annotation standards for engineering drawings
- Use of supplemental views to clarify drawing intent
- Creating assemblies using assembly constraints
- Editing drawings and assemblies
- Fundamentals of engineering fasteners
- Revision control
- Bills of Materials
- Use of lighting, color and animation to create a realistic display of system operation

Competencies and Skill Requirements. At the conclusion of this course, the student should be able to:

- Define various careers available and terminology used in the fields of engineering design
- Demonstrate an understanding of social, economic, environmental and ethical impacts of Engineering
- Demonstrate safety practices and standards in an engineering design environment
- Use the internet to find EPA (Environmental Protection Agency) and OSHA (Occupational safety and Health Administration) rules and regulations
- Demonstrate ability to effectively communicate verbally, visually and in written format
- Collaborate in a diverse environment
- Apply visualization and sketching techniques in solving engineering design problems
- Create and interpret engineering design drawings utilizing industry standards
- Use Internet search to determine technical specifications of components
- Use Internet search to determine safety and environmental codes
- Understand, explain and use software such as Autodesk Inventor to design, edit, model and test 3D designs
- Demonstrate proper use of dimensions
- Explain and demonstrate all the various basic procedures required to create solid models using an industry-standard, 3D solid-modeling program, such as Autodesk Inventor (i.e. drawing constraints, work features, extrusions, hole features, sweeps, lofts, assembly constraints, sub-assemblies, bill of materials, etc.)
- Reverse engineer an assembled product and use 3D solid-modelling software to generate a complete set of design drawings (Parts, 3D Assembly, 3D Animated Assembly and 3D Animated Exploding views)

- When given a paper design problem, use hand-made pictorial sketches to present the concept of a solution.
- Given paper design sketches, use 3D software to formulate a solution
- Given a design problem, organize a team effort to put together an engineering design solution and create a complete set of engineering drawings that define the solution.
- As a team effort; develop, build, test and prepare a Capstone Project supported with both written and oral presentations

Measurement Methods (quizzes, tests, homework assignments, etc.):

- Projects
- Homework
- Sketches
- Worksheets
- Engineer Notebook
- Portfolio
- Tests & Final Exam
- Attendance

Textbooks or Other Support Materials:

Textbooks:

Project Lead the Way™ provides the curriculum for this course, along with all required support materials; no other textbooks are required.

Software:

- Autodesk AutoCAD
- Autodesk Rivet
- Microsoft Office
- PLTW Learning Management System
- 3D Printing
- Autodesk Inventor
- Model Building
- Construction Drawing
- National Instruments LabView
- Isometrics
- Orthographics

Materials:

- Class Folder
- Engineer's Notebook
- USB Flash Drive

Procedures for Course Articulation:

Cerritos College credit for the articulated course listed above may be received when the following criteria are met:

1. The student has completed the articulated course listed above, *Introduction to Engineering Design*, with a grade of “B” or higher.
2. The student must enroll at Cerritos College within two (2) years from the semester date in which the course was completed.
3. The student will complete and submit the *Cerritos College Credit by Exam Form* to the Office of Educational Partnerships & Programs.
4. No more than 15 units of credit may be accepted for credit by examination.

This Agreement will be reviewed annually and will remain in effect until cancelled by either party giving 30 days written notice.

High School/ROP District Signatures**Cerritos College Signatures**_____
Faculty/Department Chair_____
Date_____
Instructor/Division Chair_____
Date_____
Principal_____
Date_____
Dean of Instruction_____
Date_____
Superintendent_____
Date_____
Vice President_____
Date

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

2. 22/23-2142 - PURCHASE AGREEMENT WITH AMS.NET FOR RUBRIK BACKUP SOLUTION

RECOMMENDATION

The Board of Education is requested to ratify a purchase agreement with AMS.Net for RUBRIK Backup Solution.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

In early April 2023, the District's data backup solution became inoperable with multiple hard disk failures. Since the unit is over seven years old, the District immediately needed a new solution to ensure the data we keep in-house is adequately backed up and secured. After properly vetting current backup solutions on the market, RUBRIK was found to offer a cost-effective and appropriate solution based on the District's needs.

Background:

Technology Services is committed to ensuring that the District has a current backup retention system and retrieval policy to safeguard against potential security compromises or general data loss. A backup solution is an absolute necessity to meet this commitment.

Budget Implication (\$ Amount):

AMS.net submitted a proposal in the amount of \$61,538.80, based on FOCUS contract, No. 2021092. The proposal includes a RUBRIK backup appliance to be housed at the District Office, professional installation services, as well as hardware and software support for three (3) years. This will be funded through ESSER III funds.

Legal References:

Education Code 42647 states that the Board of Education shall approve all purchase and payment.

Additional Information:

A copy of the purchase agreement is attached.

ATTACHMENTS

- [BA Item 2142\(b\) Purchase Agreement with AMS.Net for Rubrik Backup Solution 4-](#)

**AMS.NET, Inc.**

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

Customer Price Quote

Customer

Monrovia Unified School District
325 E Huntington Dr
Monrovia CA, 91016-6419 United States
ATTN: Arin Golestani

Ship To

Monrovia Unified School District
325 E. Huntington Drive
Monrovia, CA 91016
ATTN: Arin Golestani

Quote Description

Rubrik 6404 Complete Edition

Merced County FOCUS Contract #2021092

Quote # #Q-00069879

Project #	99454
Modified	3/31/2023
Account Mgr.	Greg Jaramishian
AM Phone	(562) 236-5325
AM Email	gjaramishian@ams.net
Inside Account Mgr.	Lisa Moomau
IAM Phone	(925) 245-6139
IAM Email	lmoomau@ams.net
Quote Exp.	4/19/2023

Line	Item Description	Manufacturer	Qty	Unit Price	Extended Price
Rubrik 6404 Appliance 48TB - 3 Yr					
1	RS-BT-CE30-BS-PP Rubrik Complete Edition, 30TB usable; per usable BETB; Basic support; prepay	RUBRIK	30.00	\$982.80	\$29,484.00
2	RS-HW-SVC-BS-S2 Support for R6000S Tier 2 hardware, prepay; Basic support	RUBRIK	1.00	\$6,836.40	\$6,836.40
3	RHA-6404S-01 r6404s Appliance, 48TB, 64GB, SFP+	RUBRIK	1.00	\$17,235.59	\$17,235.59
4	AMS-FEE-MISC Supply Chain Surcharge	None	1.00	\$200.00	\$200.00

SFP's and Fiber Patch Cables

5	RCA-F3M-CBL-01 FIBER OPTIC OM3 LC CALBE 3M 4PKCABL SMC	RUBRIK	2.00	\$63.44	\$126.88
6	RCA-SFP-TSR-01 SM 10G/1G DUAL RATE CPNT SFP+ TRANSCEIVER	RUBRIK	2.00	\$397.40	\$794.80

Rubrik Remote Services



AMS.NET
Technology Solution Provider

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www.ams.net

7	RA-PS-INST-RMOT Rubrik Professional Services, Remote Installation and Configuration of up to 8 briks per site, must be used within 6 months of purchase, prepay	RUBRIK	1.00	\$5,000.00	\$5,000.00
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Order Summary

Subtotal	\$59,677.67
Adjustment	\$0.00
Estimated Taxes	\$1,861.13
Total	\$61,538.80

Terms and Conditions

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

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

3. Items sold by AMS.NET, Inc. and shipped to destinations in California are subject to sales tax. If an item is subject to sales tax in the state to which the order is shipped, tax is generally calculated on the total selling price of each individual item. In accordance with state tax laws, the total selling price of an order will generally include shipping and handling charges and item-level discounts. The amount of tax charged on your order will depend upon many factors including, but not limited to, the type of item(s) purchased, and the source and destination of the shipment. Factors can change between the time you place an order and the time an invoice is sent, which could affect the calculation of sales taxes. The amount appearing on your proposal as 'Estimated Sales Tax' may differ from the sales taxes ultimately charged. Shipping charges and sales tax will be added to this order when invoiced and the customer agrees to pay these charges.

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

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

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

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

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

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

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

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

11. Cisco Cloud services purchased from AMS.NET requires customer to accept Cisco's Universal Cloud agreement located on Cisco Systems' Website. This Universal Cloud Agreement describes the rights and responsibilities related to the Cloud Service(s) you purchase from Cisco or an Approved Source and is between you and Cisco. The Universal Cloud Agreement includes the applicable Offer Description(s) located at www.cisco.com/go/cloudterms (collectively "Agreement"). By clicking 'accept,' or using the Cloud Service, you agree to the terms of this Agreement. If you do not have authority to enter into this Agreement, or if you do not agree with its terms, do not click 'accept' and do not use the Cloud Service. If you determine that you cannot comply with the terms of this Agreement after you have paid for the Cloud Service, you may terminate your



AMS.NET, Inc.

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

access to the Cloud Service for a full refund provided you do so within thirty (30) days of your purchase.

12. The final price of all labor in this quote is contingent upon the customer providing AMS.NET full site access, with keys or a dedicated escort, for a period of at least nine consecutive hours per working day. Any existing pathway being pulled through is assumed to be easily discoverable, and meeting BICSI standards, such as the fill ratio, lack of non-cabling material in the conduit, and appropriate number of LBs. Additionally, any interior wall penetrations are assumed to be drywall or a like material unless otherwise noted in the labor scope for this project. Any deviation from these assumptions may result in additional costs to the customer based on the time added to the project.

AMS.NET Tax ID: 94-3291626

C7 License: 763508

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

Authorized Signature: _____ Date: _____

Print Name: _____ Print Title: _____

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

3. 22/23-2143 - PURCHASE AGREEMENT WITH AMS.NET FOR MERAKI SWITCHING (E-RATE)

RECOMMENDATION

The Board of Education is requested to approve a purchase agreement with AMS.Net for Meraki Switching (E-rate).

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

After a thorough analysis of the District's E-rate eligibility, Technology Services was able to make use of funding from the 2019-2020 E-rate program to support the maintenance and growth of our technology infrastructure.

Background:

Network switches are needed throughout the District at every site to operate network devices such as computers, printers, cameras, phones, and other network-connected devices. As the amount of devices increases, the replacement of older switches and the addition of new switches are needed to support these devices.

Budget Implication (\$ Amount):

AMS.net submitted a proposal in the amount of \$168,538.80, in compliance with E-rate rules and regulations. The proposal includes thirty (30) additional switches, licensing and installation to be installed at multiple sites throughout the District. The E-rate program will fund \$81,146.29 of the project, and the balance will be paid by the Technology budget.

Legal References:

Education Code 42647 states that the Board of Education shall approve all purchase and payment.

Additional Information:

A copy of the purchase agreement is attached.

ATTACHMENTS

- [BA Item 2143\(b\) Purchase Agreement with AMS.Net for Meraki Switching \(E-rate\) 4-26-23.pdf](#)

**AMS.NET, Inc.**

502 Commerce Way, Livermore, CA 94551

925-245-6100 • 925-245-6150 Fax

www.ams.net

Customer Price Quote

Customer

Monrovia Unified School District
325 E Huntington Dr
Monrovia CA, 91016-6419 United States
ATTN: Arin Golestani

Ship To

Monrovia Unified School District
325 E. Huntington Drive
Monrovia, CA 91016
ATTN: Arin Golestani

Quote Description

District Wide E-Rate 23 - Meraki Switching - Service Sub

Quote # #Q-00069856

Project #	90618
Modified	3/31/2023
Account Mgr.	Greg Jaramishian
AM Phone	(562) 236-5325
AM Email	gjaramishian@ams.net
Inside Account Mgr.	Lisa Moomau
IAM Phone	(925) 245-6139
IAM Email	lmoomau@ams.net
Quote Exp.	4/20/2023

Line	Item Description	Manufacturer	Qty	Unit Price	Extended Price
Meraki MS225 Switch					
1	MS225-48FP-HW Meraki MS225-48FP L2 Stck Cld-Mngd 48x GigE 740W PoE Switch	Meraki, Inc.	30.00	\$4,013.53	\$120,405.90
2	LIC-MS225-48FP-5YR Meraki MS225-48FP Enterprise License 5YR	Meraki, Inc.	30.00	\$843.78	\$25,313.40

Labor

3	AMS-NI-LAN-MERAKI-EDGE-STACK Labor: Meraki Edge Switch Installation - Stackable	AMS.NET	30.00	\$350.00	\$10,500.00
---	---	---------	-------	----------	-------------

Order Summary

Subtotal	\$156,219.30
Adjustment	\$0.00
Estimated Taxes	\$12,341.59
Total	\$168,560.89

Terms and Conditions

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

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

3. Items sold by AMS.NET, Inc. and shipped to destinations in California are subject to sales tax. If an item is subject to sales tax in the state to which the order is shipped, tax is generally calculated on the total selling price of each individual item. In accordance with state tax laws, the total selling price of an order will generally include shipping and handling charges and item-level discounts. The amount of tax charged on your order will depend upon many factors including, but not limited to, the type of item(s) purchased, and the source and destination of the shipment. Factors can change between the time you place an order and the time an invoice is sent, which could affect the calculation of sales taxes. The amount appearing on your proposal as 'Estimated Sales Tax' may differ from the sales taxes ultimately charged. Shipping charges and sales tax will be added to this order when invoiced and the customer agrees to pay these charges.

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

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

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

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

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

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

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

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

11. Cisco Cloud services purchased from AMS.NET requires customer to accept Cisco's Universal Cloud agreement located on Cisco Systems' Website. This Universal Cloud Agreement describes the rights and responsibilities related to the Cloud Service(s) you purchase from Cisco or an Approved Source and is between you and Cisco. The Universal Cloud Agreement includes the applicable Offer Description(s) located at www.cisco.com/go/cloudterms (collectively "Agreement"). By clicking 'accept,' or using the Cloud Service, you agree to the terms of this Agreement. If you do not have authority to enter into this Agreement, or if you do not agree with its terms, do not click 'accept' and do not use the Cloud Service. If you determine that you cannot comply with the terms of this Agreement after you have paid for the Cloud Service, you may terminate your



AMS.NET, Inc.

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

access to the Cloud Service for a full refund provided you do so within thirty (30) days of your purchase.

12. The final price of all labor in this quote is contingent upon the customer providing AMS.NET full site access, with keys or a dedicated escort, for a period of at least nine consecutive hours per working day. Any existing pathway being pulled through is assumed to be easily discoverable, and meeting BICSI standards, such as the fill ratio, lack of non-cabling material in the conduit, and appropriate number of LBs. Additionally, any interior wall penetrations are assumed to be drywall or a like material unless otherwise noted in the labor scope for this project. Any deviation from these assumptions may result in additional costs to the customer based on the time added to the project.

AMS.NET Tax ID: 94-3291626

C7 License: 763508

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

Authorized Signature: _____ Date: _____

Print Name: Ryan D. Smith Print Title: Superintendent

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

4. 22/23-2144 - INCIDENT IIQ SOFTWARE SUBSCRIPTION FOR K-12 HELP DESK AND ASSET MANAGEMENT SOFTWARE

RECOMMENDATION

The Board of Education is requested to approve the purchase of Incident IIQ, a specialized K-12 help desk & asset management software.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

Monrovia Unified School District has made significant investments in technology to benefit students, staff, and classrooms and intends to continue doing so. To facilitate this investment, Incident IIQ offers Technology Services the ability to integrate several of our existing systems, including Aeries, Google Workspace, and Microsoft, ensuring efficient support and maintenance of technology needs. End users will have access to a straightforward and user-friendly interface for submitting support tickets with crucial information for technicians regarding the issues. The asset management tool permits site staff to check out student and staff devices, generate reports based on device status and monitor site tickets on a dashboard. The reporting function enables the District to make data-driven decisions when acquiring future technology.

Background:

Technology Services is continuously looking for ways to improve efficiency in our department and deliver unparalleled service to our students and staff. Managing an ever-growing inventory of technology assets necessitates prompt resolution of support tickets. Currently, the District does not have an asset management tool, and our helpdesk ticketing system is neither intuitive nor helpful to our staff or technicians.

Budget Implication (\$ Amount):

Incident IIQ submitted a proposal in the amount of \$21,282.10, based on CMAS contract, No. 3-23-02-1053. The proposal includes onboarding & setup services, and a one-year subscription for help desk ticketing and asset management software. This subscription will be paid for by the Technology Services budget.

Legal References:

California Education Code 17604 states that a contract and/or agreement is not valid until approved by the Board of Education.

Additional Information:

A copy of the proposal is attached.

ATTACHMENTS

- [BA Item 2144\(b\) Incident Software Subscription for K-12 Helpdesk and Asset Managment Software 4-26-23.pdf](#)



Quote Name Monrovia Unified (CA)
Company Address 750 Glenwood Ave SE Suite 320
Atlanta, GA 30316
US

Created Date 4/6/2023
Expiration Date 5/19/2023
Quote Number 32421

Contract Start Date 6/6/2023

Contract End Date 6/4/2024

Contact Name Arin Golestani
Phone (626) 471-2068
Email agolestani@monroviaschools.net

Bill To Name Monrovia Unified
Bill To 325 E. Hntngtn Dr.
Monrovia, CA 91016
United States

Ship To Name Monrovia Unified
Ship To 325 E. Hntngtn Dr.
Monrovia, CA 91016
United States

Product Code	Product	Product Description	Sales Price	Quantity
IIQ-6200	iiQ Assets	Incident IQ Assets product (add-on), Subscription	\$7,466.16	1.00
IIQ-9000	iiQ Launchpad On-boarding Services	Implementation of Incident IQ Cloud Services, one-time fee	\$3,150.00	1.00
IIQ-1000	iiQ Platform with Ticketing	Incident IQ Platform with iiQ Ticketing core product, Subscription	\$10,665.94	1.00

Total Price \$21,282.10

Notes

Annual subscription services for Incident IQ's IT Ticketing and IT Asset Management Modules.

Pricing pursuant to CMAS Contract No. 3-23-02-1053.

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

5. 22/23-2145 - PURCHASE AGREEMENT WITH WEATHERPROOFING TECHNOLOGIES, INC FOR ROOFING MATERIALS AND SUPPLIES FOR CLIFTON MIDDLE SCHOOL AND WILD ROSE ELEMENTARY SCHOOL

RECOMMENDATION

The Board of Education is requested to approve a purchase agreement with Weatherproofing Technologies, Inc. (WTI) for roof repair materials and supplies for the summer 2023 roof repair projects at Clifton Middle School and Wild Rose Elementary School. Roof repair material purchase package is for utilization by future bid awarded contractor in completing roof restoration and replacement projects.

Motion by _____, seconded by _____, Vote _____
Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.

Rationale:

Purchase of the roof repair materials package from Weatherproofing Technologies, Inc. is based on the California Multiple Award Schedule (CMAS) using Contract #4-21-03-1001, which will result in a 13.35% discount from current market prices. It will also ensure the correct certified materials for roof repair projects are obtained with a twenty (20) year warranty and severely reduces opportunities for inappropriate contractor cost markup of roof repair materials for the District's roof projects. Additionally, this will mitigate cost increases forecasted to escalate in the supply chain next quarter and drastically reduce supply chain material receipt factors such as lead time interruptions, shortages, and back orders while balancing concurrent competitive purchase timeline opportunities with various educational entities. This will also ensure the planning and scheduling of roof repair projects within a one-hundred-mile radius of our institution.

Background:

WTI is a certified distributor by manufacturer Tremco to provide certified and warranty backed roof repair material packages. Future contractors to be awarded roof repair projects are required to utilize certified and warranty backed roof repair material packages from Tremco only. The attached WTI quote is a combined total approximation of one million dollars.

Budget Implication (\$ Amount):

The cost for the roof repair material package is budgeted in the Measure MM Bond Fund.

Legal References:



Public Contract Code Sections 10298 and 10299 authorize local government agencies and school districts to use CMAS and other Department of General Services agreements without competitive bidding.

Additional Information:

A copy of the quote is attached.

ATTACHMENTS

- [BA Item 2145\(b\) Purchase Agreement with Weatherproofing Technologies, Inc. 4-26-23.pdf](#)

					
		CALIFORNIA MULTIPLE AWARD SCHEDULES			
		Valid for 60 days. After that time, project conditions are subject to reassessment.		Effective 1.1.2023	
WEATHERPROOFING TECHNOLOGIES, INC. LINE ITEM PRICING				Contract #4-21-03-1001 Supplement #9	
MONROVIA UNIFIED SCHOOL DISTRICT SUMMER PROJECTS MATERIAL ONLY					
QUOTE # 5056004					
DATE: 4/11/2023					
Bid Item Number	Description of Cost Factors	Unit of Measure	Price	Quantity	Project Amount
351700 800	ALPHAGUARD BIO BASECOAT A & B 4 GL KIT	KIT	\$ 462.44	1,004	\$ 464,289.76
351710T800	ALPHAGUARD BIO TOPCOAT- WHITE 3.1 GL KIT	KIT	\$ 381.04	652	\$ 248,438.08
290400	PERMAFAB 40 X 324' ROLL	ROL	\$ 479.76	96	\$ 46,056.96
036E200SM601	POWERPLY ENDURE 200 SMOOTH	ROL	\$ 245.94	177	\$ 43,531.38
036STDPR601	POWERPLY STANDARD FR - WHITE GRANULE	ROL	\$ 169.74	270	\$ 45,829.80
372004 508	PREMIUM IV ASPHALT BULK	TON	\$ 2,183.19	2	\$ 4,366.38
1121700053D	SOLARGARD 6083 BASE COAT 53 GL	DR	\$ 3,588.70	5	\$ 17,943.50
1120700053D	SOLARGARD 6083 FINISH COAT WHITE 53 GL	DR	\$ 3,588.70	5	\$ 17,943.50
364670 853	ROCK-IT ADHESIVE WB 53 GL LINED	DR	\$ 3,829.45	5	\$ 19,147.25
400	Additional and occasional services Roofing supplies Discount off Retail Price List	% of Discount	13.4%		\$ 907,546.61
	NON-DISCOUNTED MATERIAL				
032555 502	TREMCO #1 WHITE MARBLE AGGREGATE 50# BAG	EA	\$ 16.10	270	\$ 4,347.00
SUBTOTAL:					\$ 911,893.61
FREIGHT PREPAID & ADD:					N/A
SUBTOTAL WITH FREIGHT ADDED:					\$ 911,893.61
			STATE TAX	6.250%	\$ 56,993.35
			COUNTY TAX	1.000%	\$ 9,118.94
			LOCAL TAX	3.000%	\$ 27,356.81
**TOTAL PROJECT COST					\$ 1,005,362.71
* The pricing contained in this proposal is based in part on site-specific conditions and unique circumstances presented on each individual project.					
* Multiple proposals may not be combined into one Purchase Order or Contract due to Prevailing Wage laws.					

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

6. 22/23-3089 RESOLUTION 2223-20, RECOGNIZING APRIL 23-29, 2023, AS “ADMINISTRATIVE PROFESSIONALS WEEK,” AND APRIL 26, 2023, AS “ADMINISTRATIVE PROFESSIONALS DAY”

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2223-20, recognizing April 23-29, 2023, as *"Administrative Professionals Week,"* and Wednesday, April 26, 2023, as *"Administrative Professionals Day."*

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

Monrovia Unified School District is committed to providing all students with a powerful and productive learning experience. The commitment to excellence depends largely upon the work of dedicated and professional employees. Administrative Assistants, Secretaries, and Clerical staff provide exceptional services vital to the students and staff.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Resolution 2223-20 Administrative Professional Week 2023.pdf](#)



RESOLUTION NO. 2223-20
RECOGNIZING APRIL 23-29, 2023, AS
ADMINISTRATIVE PROFESSIONALS WEEK
AND APRIL 26, 2023, AS
ADMINISTRATIVE PROFESSIONALS DAY

WHEREAS, the Monrovia Unified School District is committed to providing powerful and productive learning experiences for all students; and

WHEREAS, the commitment to excellence depends largely upon the work of dedicated and professional employees; and

WHEREAS, Administrative Professionals are the face of the school and district and are usually the first contact that parents and community members have with our school district. It is through them that community members and parents form positive impressions of our schools and the work that is accomplished in the district; and

WHEREAS, Administrative Assistants, Secretaries, and Clerical Staff provide exceptional services which are vital to the staff and students of Monrovia Unified School District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education does hereby recognize April 23-29, 2023, as Administrative Professionals Week and Wednesday, April 26, 2023, as Administrative Professionals Day in Monrovia Unified School District.

Adopted this 26th day of April 2023:

Traci Gholar, President

Jennifer Anderson, Vice President

Rob Hammond, Board Clerk

Maritza Travanti, Board Member

Selene Lockerbie, Board Member

Ryan D. Smith Superintendent

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

7. 22/23-3090 - RESOLUTION 2223-21, RECOGNIZING MAY 1 - 5, 2023, AS "NATIONAL TEACHER APPRECIATION WEEK" AND MAY 2, 2023, AS "NATIONAL DAY OF THE TEACHER."

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2223-21, declaring May 2, 2023, as "National Day of the Teacher," and May 1-5, 2023, as "National Teacher Appreciation Week," and urges all citizens to participate in observances that express their appreciation for teachers.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

Monrovia Unified School District recognizes the commitment and dedication to excellence our teachers provide to our students and the greater community.

Teachers deserve tremendous credit and recognition for the outstanding traditional and non-traditional educational programs they provide for students throughout the District. It is appropriate that we adopt this Resolution in order to recognize the teachers of the Monrovia Unified School District.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Resolution 2223-22 Teacher Appreciation Week.pdf](#)



RESOLUTION NO. 2223-21
RECOGNIZING MAY 2, 2023, AS
NATIONAL TEACHER DAY
AND May 1-5, 2023, AS
TEACHER APPRECIATION WEEK

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community; and

WHEREAS, the dedication of teachers should be recognized and celebrated.

NOW, THEREFORE, BE IT RESOLVED that the Monrovia Unified School District declares May 2, 2023, as National Teacher Day and May 1-5, 2023, as Teacher Appreciation Week and all citizens are urged to participate in observances that express their appreciation for teachers.

Adopted this 26th day of April 2023:

Traci Gholar, President

Jennifer Anderson, Vice President

Rob Hammond, Board Clerk

Maritza Travanti, Board Member

Selene Lockerbie, Board Member

Ryan D. Smith Superintendent

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

**8. 22/23-3091 - RESOLUTION 2223-22 RECOGNIZING MAY 10, 2023 AS
“NATIONAL SCHOOL NURSE DAY”**

RECOMMENDATION

The Board of Education is requested to adopt Resolution 2223-22, recognizing May 10, 2023, as “*National School Nurse Day*.”

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.

Rationale:

To prepare students for the future, we entrust the school nurses and school health clerks with the responsibility of supporting and guiding our students to help them develop awareness and an understanding of good health practices. Our school health services staff is dedicated to serving their students, schools, and the community through a commitment to service. School nurses and school health staff deserve recognition for their many contributions to the education and well-being of the youth of this District.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Resolution 2223-23 School Nurses Day 2023.pdf](#)



RESOLUTION NO. 2223-22
RECOGNIZING MAY 10, 2023 AS
NATIONAL SCHOOL NURSE DAY

WHEREAS, school nursing is a specialized practice that promotes the well- being, academic success, health, and life-long achievement of students; and

WHEREAS, school nurses and health clerks act as a liaison to the school community, parents, and health care providers by promoting wellness and improving health outcomes; and

WHEREAS, school nurses conduct screening and immunization programs; determine reasons for absences; provide prescribed care for students with special needs; provide health education for students, staff, and families; assist parents with referrals for medical exams, confidential services, and mental health evaluations; compile statistics and records; and

WHEREAS, school nurses and health clerks protect students' physical, emotional, and educational well-being by caring for students who become ill, injured, or are in emotional distress; by detecting and reporting child abuse; and

WHEREAS, school nurses supervise and train unlicensed school personnel on medication management, common illness, injury response, and preparation for disasters and emergencies.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education establish May 10, 2023, as "National School Nurse Day" and honors the contribution of school nurses and health clerks to quality education in the State of California and the Monrovia Unified School District.

Adopted this 26th day of April 2023:

Traci Gholar, President

Jennifer Anderson, Vice President

Rob Hammond, Board Clerk

Maritza Travanti, Board Member

Selene Lockerbie, Board Member

Ryan D. Smith Superintendent

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

9. 22/23-3092 - MEMORANDUM OF UNDERSTANDING (MOU) WITH CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding (MOU) with CSEA to increase the number of hours worked by district custodians.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie____, Board Member Travanti____, Board Member Hammond____

Board Member Anderson____, Board President Gholar____

Rationale:

The Human Resources Department has entered into an MOU with the California School Employees Association (CSEA) to increase the number of hours worked for district custodians from six (6) to eight (8) hours across all classifications. Increased need for custodial services districtwide, along with high turnover in the classification the last few years, has developed a need to address the number of hours worked by custodians at all school sites. Extending these work hours will meet the custodial needs of the district, as well as help attract qualified candidates and retain good employees.

Background:

PM custodial hours were cut in 2008, to help deal with the financial straits of the District at the time. However, custodial hours were never readdressed. Since then, the District has seen an increase in custodial needs and, due to the changing job climate post-COVID, has struggled to attract and retain district custodians. The District hopes that increasing these work hours across all classifications will help provide the coverage needed at school sites, provide custodians with enough time to meet the increased demand and make MUSD competitive with other districts by attracting and retaining qualified candidates and employees.

Budget Implication (\$ Amount):

Additional Information:

A copy of the MOU is attached.

ATTACHMENTS


- [MUSD CSEA MOU - Custodian Hours Increase.pdf](#)

**Memorandum of Understanding (MOU) by and between the
Monrovia Unified School District (District) and the
California School Employees Association and its
Monrovia Chapter 20 (CSEA)**

Increase in Work Hours - Custodian

The parties met and agreed to extend the work hours of all district custodians to no more than eight (8) hours per day. The parties agree that these hours shall be available to all morning and evening custodians, in spite of the classification level.

This MOU will become effective following ratification through CSEA Policy 610 and approval by the Monrovia Unified School District Board of Education.


4/13/23

Greg Puccia, Asst. Supt. of HR



CSEA President, Amy Martinez



CSEA Labor Rep, Andrew Ritchie

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

10. 22/23-5056 – 2023-2024 PROPOSED BOARD MEETING SCHEDULE

RECOMMENDATION

The Board of Education is requested to review and approve the schedule of the Regular Board of Education meetings for the 2023-2024 school year.

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.

Rationale:

The Board of Education annually reviews and sets the Regular Board Meeting schedule so that it can be published for community information.

ATTACHMENTS

- [2023-24 Proposed Board Meeting Dates.pdf](#)



2023-2024

Board Meeting Schedule

Administration Center Board Room

6:30 pm

Wednesday	August 9, 2023	
Wednesday	August 23, 2023	
Wednesday	September 13, 2023	
Wednesday	September 27, 2023	
Wednesday	October 11, 2023	
Wednesday	October 25, 2023	
Wednesday	November 8, 2023	
Wednesday	December 13, 2023	Annual Org. Meeting
Wednesday	January 17, 2024	
Wednesday	February 14, 2024	
Wednesday	February 28, 2024	
Wednesday	March 13, 2024	
Wednesday	March 27, 2024	
Wednesday	April 17, 2024	
Wednesday	May 8, 2024	
Wednesday	May 22, 2024	
Wednesday	June 12, 2024	
Wednesday	June 26, 2024	

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

**11. 22/23-5057 - RESOLUTION NO. 2223-23, DECLARING MAY 2023, AS
"MENTAL HEALTH AWARENESS MONTH"**

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2223-23, declaring the month of May 2023, as "*Mental Health Awareness Month*."

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_,
Board Member Anderson_, Board President Gholar_.

Rationale:

The Monrovia Unified School District recognizes that mental health is essential to the overall health and well-being of the students and staff of the District. To that end, the Monrovia Unified School District is committed to providing counseling and various programs and resources that aid in promoting a healthy lifestyle to those the District serves and employs.

Background:

The Monrovia Unified School District has long been an advocate of mental health. The District, through our very own Wellness Center located at our flagship Monrovia High School, and with the help of our affiliates and service providers, promotes positive mental health by providing services and support to not only the District, but the Monrovia community. This resolution serves as a reaffirmation of the District's commitment to leading this charge.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Resolution 2223-23 Mental Health Awareness Month 2023.pdf](#)



RESOLUTION NO. 2223-23
RECOGNIZING MAY 2023, AS
MENTAL HEALTH AWARENESS MONTH

WHEREAS, mental health is part of overall health; and

WHEREAS, Mental Health Awareness Month is an opportunity to increase public understanding of the importance of mental health and to promote the identification and treatment of mental illness; and

WHEREAS, mental health helps to sustain an individual's relationships, productivity, and ability to adapt to change or face adversity, and everyone faces challenges in life that can impact their mental health; and

WHEREAS, approximately one-half of chronic mental illness begins by the age of fourteen; and

WHEREAS, roughly one in six youth aged six to seventeen experience a mental health disorder each year, one in five adults experience mental illness each year, and one in twenty adults experience serious mental illness each year; and

WHEREAS, suicide is the second leading cause of death among people aged ten to fourteen; and

WHEREAS, mental health treatment such as therapy, medication, and self-care have made recovery a reality for most people experiencing mental illness; and

WHEREAS, every business, school, government agency, healthcare provider, organization, and citizen share the burden of mental health problems and has a responsibility to help end the silence and stigma surrounding mental illness, promote mental wellness, and support prevention efforts.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of Monrovia Unified School District declares **May 2023 as "Mental Health Awareness Month"** and also calls upon the citizens, government agencies, public and private institutions, businesses, and schools in the City of Monrovia to recommit to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

Adopted this 26th day of April 2023:

Traci Gholar, President

Jennifer Anderson, Vice President

Rob Hammond, Board Clerk

Maritza Travanti, Board Member

Selene Lockerbie, Board Member

Ryan D. Smith Superintendent

Agenda Item Details

Meeting Date: 2023-04-26 18:30:00

AGENDA ITEM TITLE:

12. 22/23-5058 - RESOLUTION NO. 2223-24, RECOGNIZING MAY 2023, AS "ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH"

RECOMMENDATION

The Board of Education is requested to approve Resolution No. 2223-24, recognizing May 2023, as *"Asian American and Pacific Islander Heritage Month."*

Motion by _____, seconded by _____, Vote _____

Board Member Lockerbie_, Board Member Travanti_, Board Member Hammond_, Board Member Anderson_, Board President Gholar_.

Rationale:

This year, May 2023, the United States celebrates "National Asian American and Pacific Islander Heritage Month," enacted Public Law 95-419 on October 12, 1978. The MUSD Board of Education recognizes the economic, cultural, spiritual, and political development of Asian Americans and Pacific Islanders in Monrovia and encourages schools, staff, and students to honor the historic contribution of Asian Americans and Pacific Islanders through research, classroom lesson plans, guest speakers, displays, lectures, practical activities, and cultural celebrations.

Background:

Budget Implication (\$ Amount):

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Resolution 2223-24 Asian American and Pacific Islander Heritage Month May 2023.pdf](#)



RESOLUTION NO. 2223-24
RECOGNIZING MAY 2023, AS
ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH

WHEREAS, Asian American and Pacific Islander Heritage Month seeks to honor and recognize the contributions of residents from Asia, India and the Pacific Islands; and

WHEREAS, Asian Americans and Pacific Islanders have courageously maintained vibrant cultures and traditions and made many contributions to history, industry, art, and community; and

WHEREAS, Asian Americans and Pacific Islanders value knowledge and learning; and

WHEREAS, the diverse student body of the Monrovia Unified School District includes Asian American and Pacific Islander students; and

WHEREAS, Asian American and Pacific Islander exempt and classified staff support all students' learning; and

WHEREAS, the Monrovia Unified School District has established that each and every student is to be celebrated and appreciated for the distinct and vibrant contributions made by sharing cultures, languages, ideas, beliefs, and values within a school community; and

WHEREAS, the struggles and achievements of Asian Americans and Pacific Islanders contributed profoundly to the culture and community of the United States.

NOW, THEREFORE, BE IT RESOLVED that the Monrovia Unified Board of Education proclaims May 2023 as Asian American and Pacific Islander Heritage Month and affirms its ongoing commitment to building awareness and an inclusive society.

The Board of Education strongly encourages our staff and community to observe, recognize, and celebrate the culture, heritage, and contributions of Asian Americans and Pacific Islanders to our country, our state, our cities, and our schools.

Adopted this 26th day of April 2023:

Traci Gholar, President

Jennifer Anderson, Vice President

Rob Hammond, Board Clerk

Maritza Travanti, Board Member

Selene Lockerbie, Board Member

Ryan D. Smith Superintendent