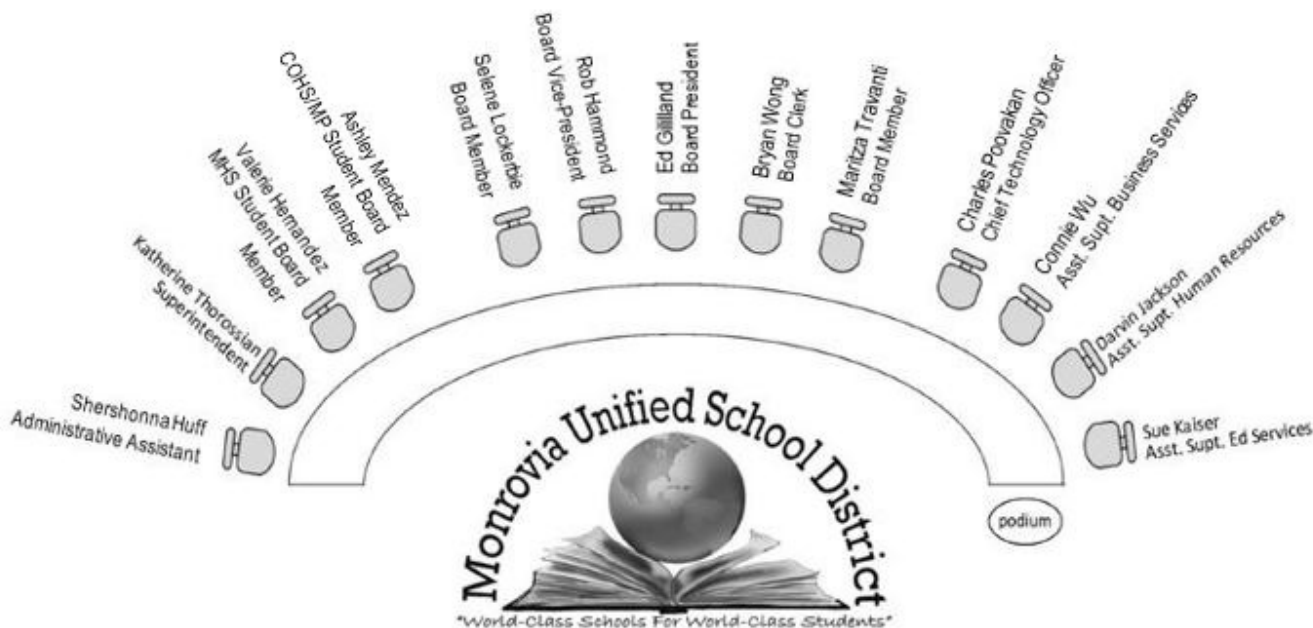




In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Superintendent's Office (626) 471-2010, twenty-four hours prior to the meeting so that reasonable arrangements can be made. The Administration Center Board Room is wheelchair 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 STUDY SESSION**  
Wednesday, September 11, 2019  
5:30 p.m. - Board Room

**BOARD OF EDUCATION CLOSED SESSION**  
Wednesday, September 11, 2019  
6:00 p.m. - Superintendent's Office

**BOARD OF EDUCATION OPEN SESSION MEETING**  
Wednesday, September 11, 2019  
7:00 p.m - Board Room

- A. CONVENE BOARD OF EDUCATION STUDY SESSION (5:30 p.m.)**
  - 1. Board Walks
- B. ADJOURN BOARD OF EDUCATION STUDY SESSION.**
- C. CONVENE BOARD OF EDUCATION OPEN SESSION (6:00 p.m.)**
  - 1. Call to Order
  - 2. Public Comments for Items on the Closed Session Agenda

**D. CONVENE BOARD OF EDUCATION CLOSED SESSION**

1. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).
2. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
3. Confer with legal counsel regarding litigation (Government Code 54956.9)

**E. ADJOURN BOARD OF EDUCATION CLOSED SESSION**

**F. RECONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (7:00 p.m.)**

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

2. Pledge of Allegiance led by Santa Fe CSMS

3. Roll Call:

Ed Gililland, Board President \_\_\_\_\_ Katherine Thorossian, Superintendent \_\_\_\_\_  
Rob Hammond, Board Vice-President \_\_\_\_\_ Sue Kaiser, Asst. Supt. Ed. Svcs. \_\_\_\_\_  
Bryan J. Wong, Board Clerk \_\_\_\_\_ Darwin Jackson, Asst. Supt. HR \_\_\_\_\_  
Maritza Travanti, Board Member \_\_\_\_\_ Connie Wu, Asst. Supt. Bus. Svcs. \_\_\_\_\_  
Selene Lockerbie, Board Member \_\_\_\_\_ Charles Poovakan, CTO \_\_\_\_\_  
MHS Student Board Member Valerie Hernandez \_\_\_\_\_

4. Report on Closed Session held this date

**G. 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 August 28, 2019.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_ Board Member Travanti \_\_\_\_\_

Board Member Hammond \_\_\_\_\_, Board President Gililland \_\_\_\_\_

**BM Minutes - August 28, 2019**

[BM Minutes August 28th.pdf](#)

**H. 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 **September**:

- **Brian Armas, After School Activity Leader - Village Extended Program**
- **James Bise, Skilled Maintenance Electrician - MOT**
- **Katie Cardenas, Preschool Development Aide - Canyon Early Learning Ctr.**
- **Jenny Castellanos, Preschool Teacher - Canyon Early Learning Ctr.**
- **Jennifer Kwan, Data Support Clerk - District Office**

2. Board Member Reports
3. Student Board Member Report
4. Report from the Superintendent

**I. 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 five (5) minutes per person 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 attend and provide input.*

**2. Public Comments for items on the Open Session Agenda**

**J. INFORMATIONAL REPORTS AND PRESENTATIONS**

**1. SUMMER SCHOOL UPDATE.** *(Dr. Sue Kaiser, Asst. Supt. of Educational Svcs.)*

The Board of Education will receive an informational report on summer school activities that occurred in Monrovia Unified School District.

**K. 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 Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

**EDUCATIONAL SERVICES**

**1. 19/20-1025 - SAN JOSE STATE UNIVERSITY PRACTICUM AGREEMENT**

The Board of Education is requested to approve a Practicum Agreement with San Jose State University for furnishing field training for the School of Social Work from September 12, 2019 through June 30, 2020.

[SJSU Practicum Agreement 9-11-19.pdf](#)

**2. 19/20-1026 - AMENDMENT TO CONTRACT BETWEEN THINKING MAPS, INC. AND MONROVIA UNIFIED SCHOOL DISTRICT**

The Board of Education is requested to approve an amendment to the Special Contract Agreement for the Purchase of Consulting Services and Materials between Thinking Maps, Inc. and the Monrovia Unified School District on behalf of Mayflower Elementary School.

[Thinking Maps MAY Amdmt 9-11-19.pdf](#)

**3. 19/20-1027 - ACADEMIC TIER AGREEMENT AND CONTRACT WITH STAGE DIRECTORS AND CHOREOGRAPHERS SOCIETY**

The Board of Education is requested to approve the Academic Tier Agreement and Contract with the Stage Directors and Choreographers Society (SDC) as the representative of the Artist, Roger Castellano, to allow for the payment of health and welfare and retirement benefits in his capacity as a walk-on coach for the direction and choreography of *Sister Act* from October 28,

2019 through December 8, 2019.

[SDC Academic Tier Agreement 9-11-19.pdf](#)

#### **4. 19/20-1028 - LEAGUE HOST AGREEMENT FIRST TECH CHALLENGE SOCAL/LOS ANGELES REGION BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND NEXT CAREERS**

The Board of Education is requested to approve a League Host Agreement for the First Tech Challenge SoCal/Los Angeles Region between Next Careers, a California 501c3 Corporation and the FIRST Affiliate Partner for the Region and the Monrovia Unified School District on behalf of Santa Fe Computer Science Magnet School's Robotics Team, "Cougarobotics" for four (4) LAFTC League meets during the 2019-20 school year.

[FIRST League Host Agreement 9-11-19.pdf](#)

#### **5. 19/20-1029 - PRODUCTION CONTRACT WITH MUSIC THEATRE INTERNATIONAL FOR FAME, JR.**

The Board of Education is requested to approve a Production Contract between Music Theatre International and the Monrovia Unified School District on behalf of Clifton Middle School for the production of their 2019 fall musical Fame, Jr.

[MTI - Fame Jr CL 9-11-19.PDF](#)

### **BUSINESS SERVICES**

#### **6. 19/20-2040 - PURCHASE ORDERS AND PAYMENT OF BILLS**

The Board of Education is requested to ratify purchase orders in the amount of \$978,168.43 issued August 12, 2019 through August 26, 2019, and payments in the amount of \$550,390.30 issued August 16, 2019 through August 29, 2019.

[BA Item 2040\(b-e\) Purchase order Rpt 9-11-19.pdf](#)

#### **7. 19/20-2041 - DISTRICT CASH RECEIPTS**

The Board of Education is requested to receive District cash receipts; Deposit Report No. 6 through No. 7 deposited August 23, 2019 through August 30, 2019 for a total amount of \$227,038.00.

[BA Item 2041\(b-c\) Deposit Rpts #6-#7 9-11-19.pdf](#)

#### **8. 19/20-2042 - BUDGETARY TRANSFERS AND REVISIONS**

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

[BA Item 2042\(b\) Budgetary Transfers 9-11-19.pdf](#)

#### **9. 19/20-2043- ACCEPTANCE OF GIFTS**

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1920-03.

[Acceptance of Gifts #1920-03 09-11-19.pdf](#)

#### **10. 19/20-2044- PROFESSIONAL SERVICE AGREEMENTS**

The Board of Education is requested to approve the Professional Service Agreements report #2 for the Monrovia Unified School District.

[Professional Service Agmts Rpt #2.pdf](#)

### **HUMAN RESOURCES**

#### **11. 19/20 - 3009 -CONFERENCE /IN-SERVICE ATTENDANCE AND TRAVEL**

The Monrovia Unified School District Board of Education is requested to approve Travel and Conference Report # 4

[09112019TravelConference.pdf](#)

#### **12. 19/20-3010- PERSONNEL ASSIGNMENTS**



The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #4.

[2019-09-11 Personnel Report 4.pdf](#)

## **TECHNOLOGY**

### **13. 19/20-4003 – RENEWAL OF SUBSCRIPTION WITH CERTICA SOLUTIONS**

The Board of Education is requested to approve a one year subscription renewal with Certica Solutions.

[Monrovia USD - Inv 8482.pdf](#)

### **14. 19/20-4005 - RENEWAL OF CONTRACT FOR RAPID IDENTITY SOFTWARE BY IDENTITY AUTOMATION**

The Board of Education is requested to approve a one-year (1) renewal agreement with Identity Automation LP, for the periods of October 27, 2019 through October 26, 2020.

[Renewal Quote\\_Monrovia USD.pdf](#)

### **15. 19/20-4006 - AERIES SOFTWARE SUBSCRIPTION RENEWAL**

The Board of Education is requested to approve the Aeries Software Subscription Renewal 2019-2020 School Year

[Maint Sales Invoice-M&S-7074.pdf](#)

## **L. ACTION ITEMS (Non-Consent)**

### **BUSINESS SERVICES - Connie Wu, Asst. Supt. of Business Services**

#### **1. 19/20-2037 - CONTRACT WITH TERRA PAVE, INC. FOR MONROVIA HIGH SCHOOL COLORADO DRIVEWAY ASPHALT REPLACEMENT**

The Board of Education is requested to award the contract to Terra Pave, Inc. in the amount of \$14,600 to remove and replace approximately 1,700 square feet of failed asphalt at the Colorado entrance driveway.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

[BA Item 2037\(b\) Contract with Terra Pave for MHS Asphalt Replacement 9-11-19.pdf](#)

### **HUMAN RESOURCES – Darvin Jackson, Ed.D., Asst. Supt. of Human Resources**

#### **2. 19/20-3011- REAPPOINTMENT OF JEANNE TYLER, PERSONNEL COMMISSIONER**

The Board of Education is requested to publicly announce Jeanne Tyler as CSEA's nominee to the Personnel Commission and to set October 23, 2019, as the date for a public hearing regarding the appointment of Ms. Tyler to the Personnel Commission.

#### **3. 19/20-3012 - MEMORANDUM OF UNDERSTANDING BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND LA SIERRA UNIVERSITY**

The Board of Education is requested to approve a memorandum of understanding to provide students of the University educational clinical practice experience in the areas of: teaching, and/or administration and/or pupil services (special education, counseling and school psychology).

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

[La Sierra 082019.pdf](#)

#### **4. 19/20-3013 - MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SAN GABRIEL UNIFIED SCHOOL DISTRICT, LOCAL EDUCATION AGENCY FOR THE SAN GABRIEL**

## **VALLEY CONSORTIUM INDUCTION PROGRAM AND THE MONROVIA UNIFIED SCHOOL DISTRICT**

The Board of Education is requested to approve the MOU between San Gabriel Unified School District, Lead Agency for the San Gabriel Valley Consortium Teacher Induction Program and the Monrovia Unified School District.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

[MOU Induction San Gabriel USD 2019\\_2020.pdf](#)

### **TECHNOLOGY - Charles Poovakan, Chief Technology Officer**

#### **5. 19/20-4007 - CONTRACT WITH COMMUNITY MEDIA OF THE FOOTHILLS (KGEM) TO PROVIDE MEDIA COVERAGE OF MHS ATHLETIC GAMES**

The Board of Education is requested to approve a contract between the Monrovia Unified School District and the Community Media of the Foothills (KGEM) to stream athletic games.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

[2019-09-11 Professional Services Agreement KGEM.pdf](#)

### **BOARD BUSINESS – Katherine Thorossian, Ed.D., Superintendent of Schools**

#### **6. 19/20-5007 - PENDING BOARD ISSUES**

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues 091119.pdf](#)

## **M. OLD BUSINESS**

- Wednesday, September 25, 2019; 7:00 p.m. - Regular Board of Education Meeting
- Wednesday, October 9, 2019; 7:00 p.m. - Regular Board of Education Meeting
- Wednesday, October 23, 2019; 7:00 p.m. - Regular Board of Education Meeting

## **N. NEW BUSINESS**

### **Back to School Nights:**

- CELC - September 12, 2019 @ 6:00 p.m.
- Santa Fe CSMS - September 19, 2019 @ 5 p.m.

### **Other Dates to Calendar**

- State of the Schools - Wednesday, October 16, 2019

## **O. 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 STUDY SESSION**

**Wednesday, August 28, 2019**

**5:30 p.m. - Board Room**

**BOARD OF EDUCATION CLOSED SESSION**

**Wednesday, August 28, 2019**

**6:00 p.m. - Superintendent's Office**

**BOARD OF EDUCATION OPEN SESSION MEETING**

**Wednesday, August 28, 2019**

**7:00 p.m. - Board Room**

**UNADOPTED MINUTES**

**A. CONVENED BOARD OF EDUCATION STUDY SESSION MEETING at 5:30 p.m.**

1. Board Walks

**B. ADJOURNED BOARD OF EDUCATION STUDY SESSION at 6:10 p.m.**

**C. CONVENED REGULAR BOARD OF EDUCATION OPEN SESSION**

1. Called to Order at 6:11 p.m.
2. Public Comments for Items on the Closed Session Agenda

**There were none.**

**D. CONVENED BOARD OF EDUCATION CLOSED SESSION at 6:11 p.m.**

1. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).

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

3. Conferred with legal counsel regarding potential litigation (Government Code 54956.9)

**E. ADJOURNED BOARD OF EDUCATION CLOSED SESSION at 7:00 p.m.**

**F. RECONVENED BOARD OF EDUCATION OPEN SESSION MEETING**

1. Meeting called to order by Board President Gililand at 7:00 p.m.

2. Pledge of Allegiance

3. Administered Oath of Office to MHS Student Board Member Valerie Hernandez

4. Roll Call:

Ed Gililand, President	Present	Katherine Thorossian, Superintendent	Present
Rob Hammond, Vice Pres.	Present	Sue Kaiser, Asst. Supt., Ed Services	Present
Bryan J. Wong, Clerk	Present	Darvin Jackson, Asst. Supt., HR	Present
Maritza Travanti, Member	Present	Connie Wu, Asst. Supt. of Bus. Svcs.	Present

## G. 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 August 14, 2019.

Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**  
Board Member Wong – Y, Board Member Lockerbie – Y, Board Member Travanti – Y,  
Board Member Hammond – Y, Board President Gililand – Y

**BM Minutes - August 14, 2019**

[BM Minutes - 081419.pdf](#)

## H. RECOGNITIONS AND COMMUNICATIONS

1. Board Member Reports

- **Board President Gililand** invited the community to the rededication of the MHS field that occurred August 30, 2019 at 6:45 p.m., and the first Varsity home game of the season that followed at 7:00 p.m.
- **Board Member Hammond** thanked Principal McGinnis for adding MHS's establishment date to the newly renovated field.

2. Report from the Superintendent

- **Dr. Thorossian** provided an update on student enrollment noting that District enrollment is above projections and provided a reminder to the community that school has begun.

## I. **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 Five (5) minutes per person 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 attend and provide input.*

- **MHS parent Kris Blanton addressed the Board of Education about issues concerning his grandson.**

**2. Public Comments for items on the Open Session Agenda**  
**There were none.**

## J. INFORMATIONAL REPORTS AND PRESENTATIONS

**1. SUMMER FACILITIES PROJECTS. (Connie Wu, Asst. Supt of Business Services).**

The Board of Education received an update on projects that occurred over the summer throughout the District.

## K. 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: **There were none.**

Approval of Consent Agenda:

**Motion by Board Member Hammond to approve the Consent agenda with an amended Travel & Conference report to include Katherine Thorossian, Rob Hammond, Maritza Travanti & Selene Lockerbie to attend CSBA Masters in Governance conference in San Diego, CA, September 6-7, 2019, seconded by Board Member Travanti, Vote 5-0**  
Board Member Wong – Y, Board Member Lockerbie – Y, Board Member Travanti – Y,  
Board Member Hammond – Y, Board President Gililand – Y

## **EDUCATIONAL SERVICES**

### **1. 19/20-1019 - CALIFORNIA STATE PRESCHOOL PROGRAM QUALITY IMPROVEMENT BLOCK GRANT AGREEMENT WITH THE CHILD CARE ALLIANCE OF LOS ANGELES**

The Board of Education is requested to ratify a grant agreement with the Child Care Alliance of Los Angeles California for a State Preschool Program (CSPP) Quality Improvement Block Grant Agreement for July 1, 2019 through June 30, 2020.

[CELC-Child Care Alliance Grant 8-28-19.pdf](#)

### **2. 19/20-1021 - MEMORANDUM OF UNDERSTANDING BETWEEN FIVE ACRES – THE BOYS & GIRLS AID SOCIETY OF LOS ANGELES COUNTY AND THE MONROVIA UNIFIED SCHOOL DISTRICT**

The Board of Education is requested to approve a Memorandum of Understanding with Five Acres – The Boys & Girls Aid Society of Los Angeles County to provide counseling services to identified students in the Monrovia Unified School District from August 29, 2019 through June 30, 2022.

[Five Acres MOU 8-28-19.docx](#)

### **3. 19/20-1022 - PRINTING AGREEMENT WITH HERFF JONES**

The Board of Education is requested to approve a Printing Agreement with Herff Jones for the printing of the yearbook for Clifton Middle School for the 2019-20 academic year.

[Herrf Jones 8-28-19.pdf](#)

### **4. 19/20-1023 - PRECISION EXAMS SOFTWARE SERVICES TERMS OF PURCHASE AND USE**

The Board of Education is requested to approve a Software Services Terms of Purchase and Use Agreement with Precision Exams.

[Precision Exams Terms 8-28-19.pdf](#)

## **BUSINESS SERVICES**

### **5. 19/20-2018- ACCEPTANCE OF GIFTS**

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1920-02.

[Acceptance of Gifts #1920-02 08-28-19.pdf](#)

### **6. 19/20-2025 - PURCHASE ORDERS AND PAYMENT OF BILLS**

The Board of Education is requested to ratify purchase orders in the amount of \$347,754.44 issued July 29, 2019 through August 12, 2019, and payments in the amount of \$1,834,580.15 issued August 2, 2019 through August 15, 2019.

[BA Item 2025\(b-e\) Purchase Order Rpt 8-28-19.pdf](#)

### **7. 19/20-2026 - DISTRICT CASH RECEIPTS**

The Board of Education is requested to receive District cash receipts; Deposit Report No. 5 deposited August 15, 2019 for a total amount of \$404,826.12.

[BA Item 2026\(b\) Deposit Rpt #5 8-28-19.pdf](#)

## **8. 19/20-2027 - BUDGETARY TRANSFERS AND REVISIONS**

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

[BA Item 2027\(b\) Budgetary Transfers 8-28-19.pdf](#)

## **9. 19/20-2028 – OH, SHOOT! FILMING SERVICES AGREEMENT**

The Board of Education is requested to approve an agreement between the District and Oh, Shoot! Filming Services as the liaison agent for filming activities on school campuses.

[BA Item 2028\(b\) Oh! Shoot Agreement 2019-20 8-28-19.pdf](#)

## **10. 19/20-2029 - LEASE AGREEMENT WITH TZU CHI**

The Board of Education is requested to approve the Lease Agreement with Buddhist Tzu-Chi Foundation for use of classrooms at Clifton Middle School.

[BA Item 2029\(b\) Lease Agreement with Tzu Chi 8-28-19.pdf](#)

## **11. 19/20-2033 - FOOD CATERING TRUCK AGREEMENT - KONA ICE OF CENTRAL PASADENA**

The Board of Education is requested to approve a food catering truck agreement with Kona Ice of Central Pasadena for the purpose of a fundraising event at Clifton Middle School in the Monrovia Unified School District.

[BA Item 2033\(b\) Food Catering Truck Agreement - Kona Ice 8-28-19.pdf](#)

## **12. 19/20-2034- PROFESSIONAL SERVICE AGREEMENTS**

The Board of Education is requested to approve the Professional Service Agreements report #1 for the Monrovia Unified School District.

[Professional Services Agrmts Rpt #1.pdf](#)

## **13. 19/20-2035 - CUMULATIVE OBJECT SUMMARY REPORTS**

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of July.

[BA Item 2035\(b\) Cumulative Object Summary Rpt - July 8-28-19.pdf](#)

## **14. 19/20-2039 - CONSULTING SERVICES AGREEMENT WITH WISHARE MEDIA GROUP**

The Board of Education is requested to approve a consultant services agreement with WIShare Media Group.

[BA Item 2039\(b\) Consulting Services Agreement with WIShare Media Grp 8-28-19.pdf](#)

## **HUMAN RESOURCES**

### **15. 19/20- 3007 - CONFERENCE/IN-SERVICE ATTENDANCE AND TRAVEL**

The Monrovia Unified School District Board of Education is requested to approve Travel and Conference Report #3.

[08282019TravelConference.pdf](#)

### **16. 19/20-3008- PERSONNEL ASSIGNMENTS**

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #3.

[2019-08-28 Personnel Report 3.pdf](#)

## **L. ACTION ITEMS (Non-Consent)**

### **EDUCATIONALSERVICES – Sue Kaiser, Ed.D, Asst. Supt. of Educational Svcs.**

#### **1. 19/20-1020 - PUBLIC HEARING FOR COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) PARTNERSHIP AGREEMENT WITH CITRUS COMMUNITY COLLEGE DISTRICT**

The Board of Education is requested to hold a public hearing to take testimony from the public and discuss the College and Career Access Pathways (CCAP) Partnership Agreement



between Citrus Community College and Monrovia Unified School District for a dual enrollment Early College program prior to adoption on September 11, 2019.

[Citrus AB 288 CCAP Agrmt - Public Hearing 8-28-19.docx](#)

**M. OPENED PUBLIC HEARING FOR COMMENTS TO DISCUSS COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT WITH CITRUS COMMUNITY COLLEGE at 8:03 p.m.**

**N. SEEING AND HEARING NO COMMENTS CLOSED PUBLIC HEARING TO DISCUSS COLLEGE AND CAREER ACCESS PATHWAYS PARTNERSHIP AGREEMENT WITH CITRUS COMMUNITY COLLEGE at 8:04 p.m.**

**BUSINESS SERVICES – *Connie Wu, Asst. Supt. of Business Services***

**2. 19/20-2031 - 2018-19 UNAUDITED ACTUALS FINANCIAL REPORTS**

The Board of Education is requested to approve the Unaudited Actuals Financial Reports of the revenue, expenditures and the ending fund balances for all district funds for the 2018-19 fiscal year.

Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**  
Board Member Wong – Y, Board Member Lockerbie – Y, Board Member Travanti – Y,  
Board Member Hammond – Y, Board President Gililland – Y

[Narrative for 2018-19 Unaudited Actuals.pdf](#)

**3. 19/20-2032 RESOLUTION TO ESTABLISH GANN LIMIT**

The Board of Education is requested to adopt Resolution No. 1920-01 to approve the recalculated Gann Appropriations Limit on “Proceeds of Taxes” for 2018-19, and the estimated Gann Appropriations Limit on “Proceeds of Taxes” for 2019-20.

Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**  
Board Member Wong – Y, Board Member Lockerbie – Y, Board Member Travanti – Y,  
Board Member Hammond – Y, Board President Gililland – Y

[BA ITEM 2032 GANN Resolution.pdf](#)

[2018-19 GANN Limit Calculations.pdf](#)

**4. 19/20-2036 - PROJECT CHANGE ORDER #5 FOR PROP 39 HVAC REPLACEMENT PROJECT**

The Board of Education is requested to approve the change order presented by Irvine Valley Air Conditioning Inc., contractor for Plymouth Elementary and Clifton Middle School under the Prop 39 project in the amount of \$11,399.87 for the installation of DSA required modified guardrails due to unforeseen conditions.

Motion by Board Member Travanti, seconded by Board Member Wong, **Vote 4-1**  
Board Member Wong – Y, Board Member Lockerbie – Y, Board Member Travanti – Y,  
Board Member Hammond – N, Board President Gililland – Y

[BA Item 2036\(b\) Project Change Order #5 for Prop 39 HVAC Project 8-28-19.pdf](#)

**BOARDBUSINESS – *Katherine Thorossian, Ed.D. - Superintendent of Schools***

**5. 19/20-5006 - PENDING BOARD ISSUES**

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues 082819.pdf](#)

## **M. OLD BUSINESS**

- Wednesday, September 11, 2019; 7:00 p.m. - Regular Board of Education Meeting
- Wednesday, September 25, 2019; 7:00 p.m. - Regular Board of Education Meeting
- Wednesday, October 9, 2019; 7:00 p.m. - Regular Board of Education Meeting

## **M. NEW BUSINESS**

### Back to School Nights:

- Monroe ES - August 29, 2019 @ 6:00 p.m.
- Clifton MS - September 4, 2019 @ 6:00 p.m.
- COHS/MP - September 5, 2019 @ 6:00 p.m.
- CELC - September 12, 2019 @ 6:00 p.m.
- Santa Fe CSMS - September 19, 2019 @ 5 p.m.

### Other Dates to Calendar

- MHS Field Grand Re-Opening - August 30, 2019 @ 6:45 p.m.
- Labor Day (All Sites Closed) - Monday, September 2, 2019
- State of the Schools - Wednesday, October 16, 2019

- N. Board President Gililand adjourned the Open Session meeting in honor of Bob Zamarripa, father of Santa Fe CSMS Principal, Geoff Zamarripa at 8:51 p.m.**

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Dr. Katherine Thorossian, Superintendent & Secretary of the Board

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Bryan J. Wong, Board Clerk

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 1. 19/20-1025 - SAN JOSE STATE UNIVERSITY PRACTICUM AGREEMENT

## RECOMMENDATION

The Board of Education is requested to approve a Practicum Agreement with San Jose State University for furnishing field training for the School of Social Work from September 12, 2019 through June 30, 2020.

### **Rationale:**

Board approval of this Practicum Agreement will allow intern candidate(s) to work under the direct and continuing supervision of a San Jose supervisor who provides general support at the classroom level of the cooperating school.

### **Background:**

San Jose State University is an institution of higher learning authorized pursuant of California law to offer graduate degree programs with field placement experiences in the field of social work. Fieldwork experience is an essential component to fulfill the licensure requirements of the California Board of Behavioral Sciences. This Practicum Agreement will allow for the placement of social work candidates in Monrovia schools.

### **Budget Implication (\$ Amount):**

There is no cost to district.

### **Legal References:**

Education Code 17604 requires that all contracts be approved by the governing board.

### **Additional Information:**

A copy of the Practicum Agreement is attached.

## ATTACHMENTS

- [SJSU Practicum Agreement 9-11-19.pdf](#)

**PRACTICUM AGREEMENT**  
**FOR FURNISHING FIELD TRAINING**  
**FOR THE SCHOOL OF SOCIAL WORK**

This Agreement is entered into between the Trustees of the California State University on behalf of San José State University, located at One Washington Square, San Jose, CA 95192 hereinafter called the ("the University"), and Monrovia Unified School District, located at 325 East Huntington Drive, Monrovia, CA 91016, hereinafter called the ("Facility"). The University and Facility are referred to collectively as the Parties.

**Witnesseth:**

WHEREAS, the Trustees have approved Bachelor of Arts in Social Work ("BASW") and Masters of Social Work ("MSW") Programs for the University and such programs require field work experience and the use of facilities; and

WHEREAS, it is to the mutual benefit of ~~the~~ parties hereto that students of the University's Social Work Programs use facilities for their experience,

WHEREAS, the SOCIAL WORK PRACTICUM is an essential part of professional education for Social Work: an essential element of the practicum must be the inclusion of learning experiences that provide for students' direct engagement in service activities. The intent of the Practicum is to enhance student learning within all areas of the curriculum. The Practicum should provide all students with opportunities for development, integration, and reinforcement of competence through performance in actual service situations. It should permit students to acquire and test skills relevant to emerging conditions of Social Work practice. The Practicum should also foster for all students the integration and reinforcement of knowledge, value and skill learning acquired through particular courses, with a focus on transcultural generalist practice and populations at-risk. In the Practicum the students should have an opportunity to delineate and comprehend questions for research which arise in the course of practice.

NOW, THEREFORE, in consideration of the covenants, conditions, and stipulations hereinafter expressed and in consideration of the mutual benefits to be derived therefrom, the parties hereto agree as follows:

**I. FACILITY SHALL:**

- A. Permit each student who is designated by the University pursuant to Paragraph II.A below to receive field training experience at the Facility, and shall furnish, and permit such students and University instructors free access to appropriate facilities for field work experience.
- B. It is expected, in accordance with the presently established values and goals of the University and School of Social Work, that placement facilities provide the following:



1. A field setting that offers the opportunity to serve various at-risk populations. This includes opportunities to work with clients who are oppressed, marginalized, and/or disenfranchised by virtue of their ethnicity, sexual orientation, socioeconomic status, immigration experience, age, and/or disability;
2. A setting that offers opportunities to students to examine their own commitment to these at-risk populations;
3. Setting that offers students opportunities to test, modify and integrate the ideas, concepts and values of the Social Work curriculum into their emerging professional selves; and
4. A setting that provides students with an opportunity to develop skills and practical knowledge by working with at-risk clients under the guidance of a skilled supervisor.

C. It is required that each placement facility shall:

1. Provide a learning experience that entails a commitment to service compatible with the values and ethics of the Social Work profession;
2. Provide a qualified field supervisor to be provided either by the agency or the School of Social Work. Assessment of qualifications will take into account professional education, commitment to the values of the Social Work profession, competence in practice, and interest and competence in teaching and supervising;
3. Accept the guiding principle that placement of not less than two (2) Social Work students is highly desirable from the educational perspective;
4. Make available suitable desk space, telephones, word processing facilities, supplies, clerical services and interviewing facilities. This provision may be waived under exceptional circumstances if the educational benefits resulting from a Practicum experience in a particular agency or setting could not be otherwise realized;
5. Provide sufficient structure for the necessary learning experience, i.e. acceptable field instruction, and proper assumption of responsibility by administration, staff, sponsor or constituency, when the Practicum is located in organizations in fields other than social welfare;
6. Provide periodic supervisory conferences and semester evaluations, and open communications between the setting, the field supervisor, and School must be satisfactorily met as spelled out by the School of Social Work in the Field Practicum Manual; and

7. Have the right, after consultation with the University, to refuse to accept for further experience any of the University's students who in the Facility's judgment are not participating satisfactorily in said program.

## **II. TRUSTEES, THROUGH THE UNIVERSITY, SHALL:**

- A. Designate the students who are enrolled in the San José State University's Practicum Programs of the School of Social Work to be assigned for field experience at the Facility, in such numbers as are mutually agreed to by both parties;
- B. Monitor all instruction for field work experience given at the Facility to the assigned students and provide the necessary Social Work instructor(s) when the Facility field supervisor is not a Social Worker;
- C. Keep all attendance and academic records of students participating in said Program;
- D. Require every student to conform to all applicable Facility policies, procedures, and restrictions specified jointly by representatives of the University and Facility; and
- E. Require University's School of Social Work instructors to notify Facility in advance of:
  1. Student(s) assigned to the facility;
  2. Student Schedules; and
  3. Changes in placement assignments.

## **III. FACILITY AND UNIVERSITY SHALL AGREE AS FOLLOWS:**

- A. THIS AGREEMENT will become effective as of the date of the last executed signature and shall remain in effect for a term of five (5) years, unless terminated sooner. Either party, after giving the other party 30 days advance written notice of its intention to so terminate, or for just cause, this agreement can be terminated immediately by either party.

Should either party terminate this agreement for any reason, the terms of this Agreement may remain in full force for those existing Student Interns and Staff Interns still participating in the San José State University's (SJSU) MSW program for as long as they are enrolled as students of SJSU, and the University is satisfied that the Facility meets the Field Placement requirements of the MSW Program.



- B. In order to insure the satisfaction of all, the student and the field supervisor must jointly formulate a practicum Contract to be submitted for approval by the Faculty Field Liaison and the Field Education Director of the BASW or MSW Program.
- C. Mutual Indemnification. SJSU shall indemnify, defend, and hold harmless Facility, its Board, officers, agents and employees from any claim, liability, loss, injury or damage arising out of the performance of this Agreement by SJSU and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the Facility. SJSU shall reimburse Facility for all costs, attorneys' fees, expenses and liabilities incurred with respect to any claim or litigation for which SJSU is obligated to indemnify, defend and hold harmless Facility under this Agreement.

Facility shall indemnify, defend and hold harmless SJSU, its officers, agents and employees from any claim, liability, loss, injury or damage arising out of the performance of this Agreement by Facility and/or its agents, employees, subcontractors, excepting only loss, injury or damage caused by the negligence or willful misconduct or personnel employed by the SJSU. Facility shall reimburse SJSU for all costs, attorneys' fees, expenses and liabilities incurred with respect to any claim or litigation for which Facility is obligated to indemnify, defend and hold harmless SJSU under this Agreement.

The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities of this Agreement, provided that nothing shall require either party to disclose any documents, records or communications which are protected under the peer review privilege, the attorney-client privilege or the attorney work-product privilege. The provisions of this section shall survive the termination of this Agreement.

- D. Insurance. Without limiting the indemnification of either party to this Agreement, each party shall maintain or cause to be maintained the following insurance coverage: (i) a policy of commercial general liability with limits of liability not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) annual aggregate; (ii) a policy of workers' compensation providing statutory coverage; and (iii) such other insurance or self-insurance as shall be necessary to insure it against any claim or claims for damages arising under the Agreement. Insurance afforded by the commercial general liability policy shall be endorsed to provide coverage to the other party of the Agreement as an additional insured. Each party to this Agreement shall provide a Certificate of Insurance certifying that coverage as required herein has been obtained. The requirements of this section may be satisfied by the provision of similar coverage through a self-insurance program.
- E. Governing Law and Venue. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, then (i) if Monrovia Unified School District ("Facility") is the party initiating that action (e.g., as plaintiff), this Agreement shall be interpreted under California law, the action shall be submitted to the exclusive jurisdiction of the applicable court in San Jose, California, and




venue for the action shall be Santa Clara, California; and (ii) if San José State University ("University") is the party initiating the action (e.g., as plaintiff), this Agreement shall be interpreted under California law, the action shall be submitted to the exclusive jurisdiction of the applicable court in Los Angeles, California, and venue for the action shall be Los Angeles, California, where Facility is located.

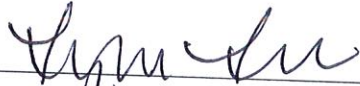
- F. Whole Agreement and Amendments. This Agreement contains the entire agreement between the Parties and shall not be modified, amended or supplemented, or any rights herein waived, unless such amendment or modification to this Agreement is (i) in writing; (ii) refers to this Agreement; and (iii) executed by an authorized representative of each Party. This Agreement supersedes any and all previous agreements, whether written or oral, between the Parties.

IN WITNESS WHEREOF, by signing below, each Party acknowledges its agreement with the terms and conditions of this Agreement and each signatory represents and warrants that he/she is authorized to sign on behalf of and to bind his/her Party to all of the terms and conditions of this Agreement.

**FACILITY,**

Agency Name Monrovia Unified School District  
Authorized Signature   
Print Name Katherine Fundukian Thorossian  
Title Superintendent  
Date 9-11-19

**SAN JOSE STATE UNIVERSITY, CONTRACTS AND PURCHASING SERVICES**  
San José State University

Authorized Signature   
Print Name Contracts Administration Specialist  
Title Sylvia Sosa  
Date October 15, 2019

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### **2. 19/20-1026 - AMENDMENT TO CONTRACT BETWEEN THINKING MAPS, INC. AND MONROVIA UNIFIED SCHOOL DISTRICT**

## RECOMMENDATION

The Board of Education is requested to approve an amendment to the Special Contract Agreement for the Purchase of Consulting Services and Materials between Thinking Maps, Inc. and the Monrovia Unified School District on behalf of Mayflower Elementary School.

### **Rationale:**

This amendment to the Special Contract Agreement for the Purchase of Consulting Services, which was approved at the June 26, 2019 Board meeting, is being made to change one of the four originally scheduled dates from September 4, 2019 to October 2, 2019.

### **Budget Implication (\$ Amount):**

There is no cost to district for this date change.

### **Legal References:**

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

### **Additional Information:**

A copy of the Amendment to the Special Contract Agreement for the Purchase of Consulting Services and Materials is attached.

## ATTACHMENTS

- [Thinking Maps MAY Amdmt 9-11-19.pdf](#)



**AMENDMENT to the  
SPECIAL CONTRACTUAL AGREEMENT FOR  
Purchase of Consulting Services and Materials**

**Contract Number: 11642** (will appear on your invoices for these days)

This agreement entered into on **9/11/2019**, by and between the Contractor,  
Thinking Maps Inc., and the Customer:

**Mayflower Elementary**  
**210 North Mayflower Avenue**  
**Monrovia, CA 91016**

The Contractor shall perform services for and provide materials to the Customer according to the enclosed proposal (if requested as an enclosure). The Customer will submit a purchase order to the Contractor for materials prior to shipment of materials and prior to consultative services being performed.

The Customer agrees to pay the Contractor within 30 (thirty) days upon receipt of an invoice for completion of each day of consultative service in the amount of **\$1,800.00** per day for a total of **4** day(s). The following dates are scheduled: **8/12/2019, 9/11/2019, 9/18/2019, 10/2/2019.** Please be aware that should any fraction of a contracted day be performed, the day will be billed as a full day.

The Contractor shall commence performance of this agreement on **8/12/2019** . Any changes to dates on this agreement must be performed no later than **6/3/2020.**

**Cancellation / Date Change Policy**

Ten (10) business days advance notice in writing via email ([dan@thinkingmaps.com](mailto:dan@thinkingmaps.com)) or fax (919-678-8782) is required for any contract cancellations or date changes. If the Customer cancels the contract or changes a scheduled training date within 10 business days of the contracted date, the Customer will be billed for all consultant fees, unless the cancellation or change is the result of "acts of God" or *force majeure*.





## **SPECIAL CONTRACTUAL AGREEMENT FOR Purchase of Consulting Services and Materials**

**Contract Number: 11642** (will appear on your invoices for these days)

This agreement entered into on **6/3/2019**, by and between the Contractor, Thinking Maps Inc., and the Customer:

**Monrovia Unified School District**  
**on behalf of Mayflower Elementary**

**210 North Mayflower Avenue**

**Monrovia, CA 91016**

The Contractor shall perform services for and provide materials to the Customer according to the enclosed proposal (if requested as an enclosure). The Customer will submit a purchase order to the Contractor for materials prior to shipment of materials and prior to consultative services being performed.

The Customer agrees to pay the Contractor within 30 (thirty) days upon receipt of an invoice for completion of each day of consultative service in the amount of **\$1,800.00** per day for a total of **4** day(s). The following dates are scheduled: **8/12/2019, 8/21/2019, 8/28/2019, 9/4/2019**. Please be aware that should any fraction of a contracted day be performed, the day will be billed as a full day.

The Contractor shall commence performance of this agreement on **8/12/2019** . Any changes to dates on this agreement must be performed no later than **6/3/2020**.

### **Cancellation / Date Change Policy**

Ten (10) business days advance notice in writing via email ([dan@thinkingmaps.com](mailto:dan@thinkingmaps.com)) or fax (919-678-8782) is required for any contract cancellations or date changes. If the Customer cancels the contract or changes a scheduled training date within 10 business days of the contracted date, the Customer will be billed for all consultant fees, unless the cancellation or change is the result of "acts of God" or *force majeure*.

<b>Contract #:</b>	<b>11642</b>
<b>Consultant Name:</b>	<b>Ms. Margarita Berdeja</b>
<b>Description of Training:</b>	<b>WFBB: Direct Teacher Training K-5</b>
<b>Setting the Stage</b>	



**Special Contractual Agreement for  
Purchase of Consulting Services and Materials**

**Contract #:** 11642

**Consultant Name:** Ms. Margarita Berdeja

**Description of Training:** WFBB: Direct Teacher Training K-5  
**Setting the Stage**

Monrovia Unified School District  
Customer Name (Please print or type name of entity)

325 E. Huntington Drive  
Customer Address

Monrovia, CA 91016  
City • State • Zip

626-471-2200  
Phone Number

Email

Federal Identification Number

  
Signature

Katherine Thorossian, Superintendent  
Print Name and Title

9-11-19  
Date

**Thinking Maps Inc.**

**401 Cascade Pointe Lane**

**Cary, North Carolina 27513**

**Federal I.D. #: 56-1717372**

  
**Signature: Dan Courtney**  
**Office Manager**  
[dan@thinkingmaps.com](mailto:dan@thinkingmaps.com)

**6/3/2019**

**\*There are no travel expenses associated with this contract\***

Please mail or fax a signed copy of this contract within 15 business days  
from (9/11/2019 ) to:

Thinking Maps Inc.  
401 Cascade Pointe Lane  
Cary, NC 27513  
Fax: (919) 678-8782

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 3. 19/20-1027 - ACADEMIC TIER AGREEMENT AND CONTRACT WITH STAGE DIRECTORS AND CHOREOGRAPHERS SOCIETY

## RECOMMENDATION

The Board of Education is requested to approve the Academic Tier Agreement and Contract with the Stage Directors and Choreographers Society (SDC) as the representative of the Artist, Roger Castellano, to allow for the payment of health and welfare and retirement benefits in his capacity as a walk-on coach for the direction and choreography of *Sister Act* from October 28, 2019 through December 8, 2019.

### Rationale:

In keeping with MUSDs LCAP goals to support access to the arts for all MUSD students, Roger Castellano, a professional and highly regarded director and choreographer in the Los Angeles area, will be hired as a walk-on coach to direct and choreograph *Sister Act*, our 14th professional production for the community at the Taylor Performing Arts Center. This Agreement and Contract will allow us to hire him as a walk-on coach and disburse his health and welfare and pension benefits to SDC as his representative.

### Budget Implication (\$ Amount):

The total cost will be \$6,000 which will be paid from the Theatre Donations budget. The funds paid to Roger Castellano will be broken up as follows: \$550.00 paid to SDC-League Health Fund, \$450.00 paid to SDC-League Pension Fund, and \$5,000 will be paid directly to Mr. Castellano as an MUSD walk-on coach.

### Legal References:

Education Code 17604 requires that all contracts be approved by the Governing Board.

### Additional Information:

A copy of the Academic Tier Agreement and Contract are attached.

## ATTACHMENTS

- [SDC Academic Tier Agreement 9-11-19.pdf](#)

**Any reduction of any benefit or term provided under this Agreement shall render it invalid. SDC reserves the right to reject any contract that does not meet the minimum terms.**

*This Agreement must be signed in quintuplicate. The Producer must file one copy with SDC prior to the first rehearsal. The Director, Choreographer, Director-Choreographer must file one copy with SDC prior to the first rehearsal. Each party retains one copy. One copy is for the agent or attorney of employee. The following constitutes our Agreement:*

1. This Agreement is entered into on the 11 day of September, 2019. Pursuant to all the terms and conditions set forth in the Academic Tier Agreement dated January 1, 2019, Monrovia Unified School District (Employer), agrees to engage the services of Roger Castellano (Artist) as (select one) Director/Choreographer and he/she agrees to accept such engagement with respect to the production of Sister Act, the Musical (the Production). The services of the Artist shall be rendered during rehearsals of the Production from 10/28/19 through 12/5/19. The Production shall be performed through 12/8/19. The Employer recognizes Stage Directors and Choreographers Society, Inc. (SDC) as the representative of the Artist.

**Type of Institution** High School, Community College, Certification program or other non-accredited institution

**ACADEMIC TIER:** A

2. Employer agrees to compensate Artist as follows:  
**COMPENSATION:** \$ 5,000.00 Payment Schedule: 1/3 upon signing this contract; 1/3 upon first day of rehearsal; 1/3 upon first day of the last week of rehearsal.
3. **PENSION AND HEALTH:** The Employer shall make Pension and Health contributions, based on its Tier, to the SDC-League Pension Fund and the SDC-League Health Fund on all compensation (including any Extension and/or Royalty payments).  
**Separate checks must be made out to each fund and mailed to the following address:**  
**Zenith American Solutions, 140 Sylvan Avenue, Suite 303, Englewood Cliffs, NJ 07632.**  
PENSION CONTRIBUTION DUE \$ 450 HEALTH CONTRIBUTION DUE \$ 550.00
4. The Employer shall provide, prior to the first rehearsal, a written representation to the Artist, with a copy to SDC, that it has obtained the performance rights to recreate any original direction, musical staging and/or choreography which will be used for a production.
5. **DISPUTE RESOLUTION:** Any dispute hereunder shall be resolved either by arbitration between the Employer and the SDC on behalf of the Artist pursuant to the applicable rules of the American Arbitration Association, or by other means if such means are agreed upon by all parties.
6. **RIDERS:** This Agreement encompasses all of the terms and conditions of the SDC Tier Agreement, dated January 1, 2019 or any successor Agreement. Any additional terms must be set forth on a Rider to this Agreement and attached to each copy.

**---ENDORSED BY THE UNIVERSITY/RESIDENT THEATRE ASSOCIATION (U/RTA)---**

Accepted:

**ARTIST**

(Signature) Roger Castellano  
(Please print name) Roger Castellano  
Date 9/5/19  
Address 2533 3rd Street  
La Verne, CA Zip 91750  
Phone (909) 706-7920  
Email Address rpcmail@aol.com  
SDC Member in good standing? Yes ☒ No ☐

Theatre must sign contract first.

**EMPLOYER**

By (Signature) Katherine Thorossian  
(Please print name) Katherine Thorossian  
Date 9-11-19  
Address 325 E. Huntington Drive  
Monrovia, CA Zip 91016  
Phone (626) 471-2000  
Employer Registration No. \_\_\_\_\_  
Email Address kthorossian@monroviashools.net

**SDC APPROVAL:**

**By signing below, SDC acknowledges receipt and the applicability to this agreement for this employment.**

SDC approved by \_\_\_\_\_ Date \_\_\_\_\_



## SDC ACADEMIC TIER AGREEMENT

Effective January 1, 2019

### I. RECOGNITION

The Employer agrees to recognize Stage Directors and Choreographers Society ("SDC") as the exclusive representative of all SDC member Directors and Choreographers (Artist) hired by the Employer for the purposes of the administration of matters within the scope of this Agreement.

For all subsequent productions produced by the Employer for which an SDC member is hired, the Employer shall be bound by this Agreement unless otherwise agreed to in writing between the Employer and SDC.

### II. GENERAL PROVISIONS

- (A) No Employer may make any representation regarding the engagement of the Artist unless negotiations for an agreement for his/her services have been completed.
- (B) The Form Contract, attached hereto, must be used by the Employer for the employment of any SDC Member Director and/or Choreographer under this Agreement. The Employer and the Artist must each file a copy of the fully executed contract with the SDC prior to the first rehearsal.
  - (1) No Artist will be permitted to commence rehearsals until the signed Individual Employment Agreement ("Form Contract") is filed with the SDC. Employer must inform the SDC of the date, time and place of the first rehearsal, and a representative of the SDC shall have the right to attend such rehearsal.
- (C) The applicable provisions of this Agreement shall be deemed incorporated into the individual contract of employment between the Employer and the Artist. The Employer, SDC, and the individual Artist shall each be bound thereby.
- (D) Nothing contained in this Agreement shall be construed to prevent any Artist from negotiating with and obtaining from the Employer any better terms and conditions than are provided for in this Agreement without limitation.
- (E) The Employer agrees that reduction by any Artist of any of the terms of this Agreement shall not be effective unless the written consent of the SDC is first obtained.
- (F) Any additionally negotiated terms or compensation shall be set forth on a Rider to the Form contract and attached to each copy.

### III. TIER PLACEMENT

For the purposes of this Agreement, Academic Tier A shall refer to all High Schools, Community Colleges, Certification programs and other non-accredited institutions. Academic Tier B shall refer to all fully accredited Colleges and Universities.

### IV. MINIMUM FEES

For the purposes of this Agreement, there shall be no set minimum fees for Academic Tier A or B.

### V. ADDITIONAL PERFORMANCES

If the Employer schedules additional performances beyond the originally planned run, and derives box office income from such performances, the Artist shall receive a minimum payment of six percent (6%) of the contractual fee, for each week of performance (pro-ratable based on 7 performances) beyond the originally contracted closing date. In no case shall such payment be less than fifteen dollars (\$15) per performance. Additional pension (9%) and health (9%) contributions are due on any extension payments and must be paid as same accrues. Extension payments and benefits shall be due to the Artist and SDC no later than ten (10) days following the extended closing date for the production.

### VI. PENSION AND HEALTH

All pension and health contributions on behalf of the Director /Choreographer shall be remitted to the following address:

**Zenith American Solutions**  
**140 Sylvan Avenue**  
**Suite 303**  
**Englewood Cliffs, NJ 07632**

The Pension and Health Contributions will follow the structure below and such payment shall be due prior to the first day of rehearsal.

<u>TIER</u>	<u>HEALTH</u>	<u>PENSION</u>
Academic Tier A	\$ 550	9% on all compensation
Academic Tier B	\$1050	9% on all compensation

A Waiver of Pension and Health Contributions may apply should the Artist be a full time employee of the Employer and is fully covered by the Employer's pension and health plans. This must be stipulated in a rider attached to the Agreement and signed by the Artist and Employer.



## VII. ELECTRONIC RIGHTS

Employer shall not film, televise, or otherwise reproduce any part of its production of the play, or authorize or permit others to do so, without a separate written agreement with the Artist and the SDC. Filming, video-taping, or recording the production without further compensation to the Artist is only permissible for the purposes of education, demonstration, documentation, portfolio and archival projects, promotion, and similar non-remunerative activity.

## VIII. BILLING

- (A) The Artist shall receive billing in all programs, houseboards and the show page of Employer's website. Such credit shall appear on a separate line and in an agreed size, type and position on which no other credit shall appear. The Employer shall also include the Artist's biographical notes in the program.
- (B) The Employer shall display the SDC logo in a conspicuous place in the program along with the following credit: "The Director (or Choreographer or Director-Choreographer) is a member of the Stage Directors and Choreographers Society, a national theatrical labor union."

## IX. PROPERTY RIGHTS

All rights in and to the direction/choreography conceived by the Artist in the course of the rendition of his/her services hereunder shall be, upon its creation, and will remain the sole and exclusive property of the Artist; it being understood, however, that Employer shall have a perpetual and irrevocable license to use such property in any stage production of the Play for which the Artist receives no less than the royalty specified in the applicable SDC Agreement. Any additional use or license of the property by Employer shall be subject to further agreement between Employer and the Artist. The Artist reserves the right to copyright his/her direction/choreography.

## X. RIGHT OF FIRST REFUSAL

The Artist shall be given the right of first refusal to direct/choreograph the subsequent production of the Play (wherein production elements are substantially intact) produced, co-produced or licensed by Employer. If the Artist accepts such engagement, he/she shall receive no less than the fees and royalties specified in the applicable SDC Agreement. If the Artist is not afforded such option to direct/choreograph subsequent production of the Play, he/she shall receive a payment of no less than fifty percent (50%) of the subsequent minimum fee. This payment does not grant a license to use the Artist's Property Rights.

## XI. INDEMNIFICATION

The Employer shall indemnify, hold harmless and defend the Artist from any claim or liability arising from his or her provision of services under this Agreement, except in instances of negligence and/or willful negligence.



## XII. DISPUTE RESOLUTION

Any dispute hereunder shall be resolved either by arbitration between the Employer and the SDC on behalf of the Artist pursuant to the applicable rules of the American Arbitration Association, or by other means if such means are agreed upon by all parties.

## XIII. TERMINATION

No Director and/or Choreographer may be dismissed, except in the case of his or her material breach of contract, without the full payment of all compensation due him/her under the contract.

## XIV. DEFAULT

- (A) Should any Employer default in payments to or on behalf of a Director, Choreographer or Director-Choreographer, SDC shall give prompt notice thereof to the Employer. Failure to cure the default within the guidelines of such notification by SDC may result in: (i) a strike against the Employer, preventing SDC members to be employed in the future or (ii) requirement of the Employer to post a security bond for subsequent productions in which an SDC Member is employed. Such bond amount shall be a sum of money satisfactory to SDC.
- (B) If the default is cured and no further default occurs for twelve (12) months following the posting of bond, the Employer may apply to SDC to lift the bond requirement, which application shall not be unreasonably denied.

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### **4. 19/20-1028 - LEAGUE HOST AGREEMENT FIRST TECH CHALLENGE SOCAL/LOS ANGELES REGION BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND NEXT CAREERS**

## RECOMMENDATION

The Board of Education is requested to approve a League Host Agreement for the First Tech Challenge SoCal/Los Angeles Region between Next Careers, a California 501c3 Corporation and the FIRST Affiliate Partner for the Region and the Monrovia Unified School District on behalf of Santa Fe Computer Science Magnet School's Robotics Team, "Cougarobotics" for four (4) LAFTC League meets during the 2019-20 school year.

### **Rationale:**

FIRST Tech Challenge is a stem robotics competition for 7th-12th grade students across 9 Southern California counties. Students compete in robot design competitions September through February, learning design thinking, construction, Java programming, and major life skills in cooperation, community engagement, and problem solving. This League Host Agreement allows for Santa Fe Computer Science Magnet School's robotics team to serve as hosts for the four League meets between November 9, 2019, November 23, 2019, December 14, 2019, and January 18, 2020.

### **Budget Implication (\$ Amount):**

There is no cost to district.

### **Legal References:**

Education Code Section 17604 requires contracts be approved or ratified by the Board of Education.

### **Additional Information:**

A copy of the League Host Agreement is attached.

## ATTACHMENTS

- [FIRST League Host Agreement 9-11-19.pdf](#)

# 2019-20 League Host Agreement

## *FIRST* Tech Challenge

### SoCal/Los Angeles Region

#### Co-Affiliate Partner Representatives

Patrick Brophy	Theresa Klemme
951-232-2272	949-356-8674
pjbrophy@tpaa.org	TFKlemme@gmail.com

#### 501c3 and Affiliate Partner:

Next Careers

PO Box 1459, Monrovia, CA 91016

EIN: 81-2366006

W9 available at [http://laftc.org/wp-content/uploads/2016/09/Next Careers-Form-W9.pdf](http://laftc.org/wp-content/uploads/2016/09/Next_Careers-Form-W9.pdf)

Thank you for volunteering your time to host four (4) LAFTC League Meets.

This is an agreement between the hosting entity, Monrovia Unified School District on behalf of **Santa Fe Computer Science Magnet School's Robotics team "Cougarobotics"** (hereinafter referred to as MUSD), and Next Careers, a California 501c3 Corporation and the FIRST Affiliate Partner for the Region.

- LAFTC is the operating entity for creating *FIRST* Tech Challenge events for Next Careers.
- Next Careers is the Affiliate Partner for *FIRST* for most of Southern California, encompassing approximately 1,500 students in 140 teams of 7th-12th graders.
- We'll use LAFTC for the operational aspects below, and Next Careers for the legal party.

This League Meet will create local robotic competition opportunities for 13-16 teams around your location -- we greatly appreciate your participation in your leadership role this season.

**Location:** Santa Fe Computer Science Magnet School

**Dates:** November 9, 2019, November 23, 2019, December 14, 2019 and January 18, 2020

**Terms:** September 12, 2019 to January 30th, 2020

Thank you for being the entity to run these local events. You may be asked to fill out an agreement with your host location (i.e. School or Community Center) to support the League use of the location. Your organization (i.e. School, Community Center) is the legal entity running these events.

- Your organization is the entity borrowing or renting the facility -- Next Careers and LAFTC are NOT renting the facility
- Next Careers and LAFTC are NOT providing services or independent contractor work.
- Next Careers can provide a Certificate of Insurance (COI) naming MUSD as an additional insured to support the event for up to \$2 million in liability with advanced notice after we have finalized the agreement. [add language about referee being insured for liability and worker's comp] We will not be providing other types of insurance.

#### Locations and Space

- The League Host, MUSD, needs to provide minimum spaces and layouts as follows:
  - 12'x12' field, square to the audience (we recommend a space larger than a classroom that can take in a field AND audience, which might mean a small gym or auditorium)



- Scorekeeping table (6 ft) and 4 chairs, set up behind the field, and connected to a projector and screen viewable by the audience
- Charging station space and access near the field (4 power cords and a 6' table)
- Tables for 13-16 teams within 1 minute walk of Field, with available electrical power (might not be needed per table, based on charging station setup)
- Chairs for 50-60 people as audience along front edges of field
- Accessible parking for 30+ cars, close to the location
- Location can be rotated between League Hosts, if the Hosts inform us, move the equipment between locations, and keep the equipment secure
- League Meets will be 4 events over a 3 month period. We are suggesting:
  - Meets can start as early as Nov. 2 and need to be completed by Jan. 19
    - Suggest 3 meets before Christmas, 1 event in January
    - Meets optimally should be at least 2 weeks apart
    - Avoid holidays (e.g., Thanksgiving) and suggest no events during schools' winter break (which may be as early as Dec 22 and for some through the Jan. 7 weekend)

You will need approximately 4 hours, on a Saturday or Sunday. According to the official rules, League Meets need to be 2 weeks apart, though *FIRST* has approved that we can have shorter intervals.

#### **THE LAFTC REGION AGREES TO PROVIDE:**

- **Equipment and Furniture:**
  - Field, perimeter, and mats loaned from/LAFTC for all November, December and January Meets (value: \$1,450)
    - Field elements will be drop shipped to the Host location. Field element assembly will be completed by the host and/or league teams (appx 1 hour, assembly directions provided) and must match *FIRST* specifications provided
    - Perimeter and mats can be picked up at Kickoff, from the POD storage location in Chino Hills, or other transport depending on location and arrangements. (Host may already have these.)
  - LAFTC to loan cabling for scoring system and a monitor for end of field for timer projection to competing drive teams
  - LAFTC to provide gaffers tape for the season
  - LAFTC to provide "TOTE" kit with materials for each Host to be picked up at Kickoff, from the POD storage location in Chino Hills, or other transport depending on location and arrangements.
  - The contents are currently being worked and could include the following:
    - Sizing Cube
    - Referee vests/pinnies to go over clothing
    - Alliance Flags
    - First Aid Kit
    - Spare Tiles
    - 3 Power Strips for Competition Area
    - Colored Gaffers Tape for striping
    - Scale (weighing robots to be under 42 pounds at inspection - new in 2018/19)
- **Training**
  - Training for all Volunteers (Referees, Field Manager, Lead Queer, Volunteer Manager, Lead Inspectors, and others) as designated; this training may be a combination of electronic materials, videos, webinars, and live calls from *FIRST* and/or LAFTC.

- Schedule:
  - A sample schedule for the full day's event, sample team assignments for Robot and Software Inspection
- Minor supplies budget
  - The Region agreed to fund up to \$50 for purchase of consumables (i.e., paper, toner, gaffers tape) for the League season. Receipts must be provided by the Host in order to receive reimbursement.
- To Be Discussed/Arranged
  - Laptops -- Host will use his/her existing laptop at the Host organization with *FIRST* scoring software OR can borrow a pre-loaded LAFTC laptop, to be returned at end of Meet season
  - Damaged equipment to be reported and replaced by Host

#### THE LEAGUE HOST AGREES TO PROVIDE:

- **General:**
  - Operate a *FIRST* Tech Challenge League Meet according to the standards published by *FIRST* and LAFTC regional guidelines.
  - Stay in timely communication with the Regional Tournament Directors by phone or e-mail at least every week from the two weeks before the first Meet through a week after the last Meet
  - If the League Host, MUSD, changes the time or place of one or more meets, MUSD must check with both the League and Committee for agreement.
  - If MUSD can no longer act as the host, they must work with the League to find another host within the group and deliver equipment to the new Host and ensure transition to a new Host.
  - If a League breaks an item (mat, floor element, computer, etc) they need to notify Patrick or Theresa for a replacement within a week of the damage so a new part can be provided. Depending on the cause of the breakage, the Host may be liable to purchase the replacement item.
  - At the end of League Meet 4, the Host is required to turn back the items loaned to them per the checklist provided at pickup. The host may liable to cover the replacement cost of the item, depending on the cause of the breakage.
- **Location and Space**
  - as outlined in the paragraph above
- **Equipment and Furniture:**
  - Scorekeeping table (6 ft) and chair, and 6 chairs for scorekeeping and refereeing
  - Projector and screen viewable by the audience (alternatives can be discussed if not available at site)
  - Charging station space and access near field (4 power cords and a 6' tablet)
  - Tables for 13-16 teams and 1 chair each table. Within 1 minute walk of Field, with available electrical power (might not be needed per table, based on charging station setup)
  - Chairs for 50-60 people as audience along front edges of field
  - Sound equipment (optional, based on acoustics of location)
  - Print the following (link will be provided)
    - Robot and Field Inspection Sheets (unless you do it online)
    - Conflict of Interest forms



- Power Stickers
  - Medical and Non-Medical Incident Report Sheets
- **Prior to Events**
  - Agree on a draft customized League Welcome letter to the Regional Event Directors no later than September 7, 2019, via email [community@socatftc.com](mailto:community@socatftc.com) for review.
  - Work with their League Committee to ensure enough adult Key Volunteers and overall Volunteers for the event -- communicate status with the Regional Event Managers weekly.
  - Read Youth Protection Guidelines and League Event Manual  
<https://www.firstinspires.org/sites/default/files/uploads/about/FIRST-YPP-ProgramGuide.pdf>
- **Volunteers**
  - Host to assure all volunteers participating in that specific league have registered in VIMS and completed the Youth Protection Screening. League Committee needs to organize and ensure volunteers are trained (LAFTC Volunteer Manager can assist)
  - Host to deal proactively with Conflicts of Interest and make sure that before the event Conflict of Interest forms are filled and shared with event leads (e.g., head ref to see ref conflicts, etc.)
  - Host to ensure that all adult volunteers work in pairs to help support Youth Protection AND our volunteers per YPP, page 16.
- **Day Prior and Day of Event**
  - Coordinate set-up of field and equipment approx. 30 minutes before event; host should ask other League Teams to arrive early to help them set up.
  - Sign in volunteers and teams per region requirements; retain documents by Host to submit after the event
  - Create match play list after team sign-in is complete (training will be provided by LAFTC)
  - Send any needed team communication through the LAFTC Registration System and do not send any emails directly to teams to protect their information privacy; do not share any team contact information with others.
  - Contact LAFTC affiliate partners and/or designed contact day of event with any emergencies or questions
- **End of Event and Day After Event**
  - Inform LAFTC real-time by phone if any issues or problems happen at the event
  - Host to send final Scoring reports to LAFTC (Amanda Sullivan) within 24 hours of the end of the event (prefer same day) per upload instruction to be provided.
  - Host to send to *FIRST* HQ reports from each of the 4 events. Documents can be sent in one mailing after Leagues are complete):
    - Team permission slips
    - Conflict of interest forms
    - Medical Incident reports (if any)
    - Non-Medical Incident Reports (if any)
    - Volunteer Check-in
    - Walk-On Volunteer Reports (if any)



### GOVERNING LAW AND VENUE

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, then (i) if League Host, is the party initiating that action (e.g., as plaintiff), this Agreement shall be interpreted under New Hampshire law, the action shall be submitted to the exclusive jurisdiction of the applicable court in Hillsborough County, New Hampshire, and venue for the action shall be Manchester, New Hampshire; and (ii) if Next Careers, a FIRST Affiliate Partner, is the party initiating the action (e.g., as plaintiff), this Agreement shall be interpreted under California law, the action shall be submitted to the exclusive jurisdiction of the applicable court in Los Angeles County, California, and venue for the action shall be Los Angeles, California, where Client is located.

### TERM OF AGREEMENT

9/12/2019 to 01/30/2020 - Early termination is permitted by either party within 30 days and with written notice to the other.

### SIGNATURES

  
Affiliate Partner Signature

Next Careers. Affiliate Partner

Affiliate Partner

Title

Patrick Brady

Print Name Here

9/2/19  
Date

  
League Host Representative Signature

Monrovia Unified School District  
League Host Organization

Superintendent  
Title

Katherine Fundukian Thorossian  
Print Name Here

9-11-19  
Date

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 5. 19/20-1029 - PRODUCTION CONTRACT WITH MUSIC THEATRE INTERNATIONAL FOR FAME, JR.

## RECOMMENDATION

The Board of Education is requested to approve a Production Contract between Music Theatre International and the Monrovia Unified School District on behalf of Clifton Middle School for the production of their 2019 fall musical Fame, Jr.

### Rationale:

As the district has expanded arts in education, we are seeking to continue build the arts program through the fall musical production at Clifton Middle School. Toward this end, we are asking the Board to approve this production contract with Music Theatre International for the ShowKit, including the royalty fee and materials fee, to produce the 2019 fall musical for Fame, Jr.

### Budget Implication (\$ Amount):

The cost is \$809.02 and will be paid from Clifton's ASB Funds.

### Legal References:

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

### Additional Information:

A copy of the Production Contract is attached.

## ATTACHMENTS

- [MTI - Fame Jr CL 9-11-19.PDF](#)

Your MTI Rep: **BARBARA MORGAN**  
 Your MTI Account Number: **0090145**  
 Contract No: **9598845**

**Licensee:**

- REPRINT -

CLIFTON MIDDLE SCHOOL  
 C/O: Jennifer Jackson  
 226 S. Ivy Avenue  
 Monrovia, CA 91016-2836

TELE#: 626-471-2600 FAX: 626-471-2610  
 E-MAIL: jjackson@monrovia-schools.net

Contract Issue Date: 08/01/19  
 Contract Expiration Date: 09/12/19  
 Valid For Performances From:  
 Actual Performance Dates: 08/01/19 - 08/01/20  
 MTI Access Code: FAM1493631

**PRODUCTION CONTRACT** for FAME JR  
**CONTRACT PROVISIONS:**

ALL PERFORMERS MUST BE IN THE 9TH GRADE AND UNDER. THIS  
 LICENSE INCLUDES THE RIGHTS FOR UNLIMITED PERFORMANCES  
 WITHIN \*ONE\* YEAR AS RECORDED IN THE DATES ABOVE.

**AMOUNT ENCLOSED**

SHOWKIT™ (See Additional Materials Order Form for a list of ShowKit™ contents)

Royalty .....\$ 129.00

Non-Refundable Materials Fee .....\$ 516.00

SHOWKIT SHIPPING (Rush Delivery available for \$85.00 in U.S.): .....\$ 40.00

Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (CA, CT, MN, NJ, NY): CT, MN & NY: Apply to all Material and Shipping fees. CA & NJ residents apply to Materials only 9.50%. \$ 49.02

ADDITIONAL MATERIALS TOTAL (from Additional Materials Order Form - please attach): ...\$ 75.00

**TOTAL AMOUNT ENCLOSED (Payable in U.S. Funds): .....\$ 809.02**

**PAYMENT**

☐ CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)

☐ CREDIT CARD: (circle one) VISA MASTERCARD AMERICAN EXPRESS

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on card: \_\_\_\_\_

Signature: \_\_\_\_\_ Amount: \_\_\_\_\_

☒ PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: 1001 S. California Avenue

(NO P.O. BOXES) Clifton Middle School, ATTN: Jennifer Jackson

City: Monrovia State/Province: CA Zip/Postal Code: 91016

Note: The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.

With this contract you are agreeing to produce FAME JR

By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: Katherine Thorossian Title: Superintendent

Authorized Signature:  Date: 9-11-19

Daytime Phone Number: ( 626 ) 471-2000 E-mail: kthorossian@monrovia-schools.net

PLEASE COMPLETE, SIGN AND RETURN ONE (1) COPY OF THIS PRODUCTION CONTRACT WITH FULL PAYMENT. BE SURE TO RETURN THE ADDITIONAL RESOURCES ORDER FORM AND/OR RIDER(S) IF APPLICABLE.



Your MTI Rep: **BARBARA MORGAN**  
 Your MTI Account Number: **0090145**  
 Contract No: **9598845**

**Licensee:**

- REPRINT -

CLIFTON MIDDLE SCHOOL  
 C/O: Jennifer Jackson  
 226 S. Ivy Avenue  
 Monrovia, CA 91016-2836

TELE#: 626-471-2600 FAX: 626-471-2610  
 E-MAIL: jjackson@monroviaschools.net

Contract Issue Date: 08/01/19  
 Contract Expiration Date: 09/12/19  
 Valid For Performances From:  
 Actual Performance Dates: 08/01/19 - 08/01/20  
 MTI Access Code: FAM1493631

**PRODUCTION CONTRACT** for FAME JR  
**CONTRACT PROVISIONS:**

ALL PERFORMERS MUST BE IN THE 9TH GRADE AND UNDER. THIS  
 LICENSE INCLUDES THE RIGHTS FOR UNLIMITED PERFORMANCES  
 WITHIN \*ONE\* YEAR AS RECORDED IN THE DATES ABOVE.

**AMOUNT ENCLOSED**

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Royalty .....\$ 129.00

Non-Refundable Materials Fee .....\$ 516.00

SHOWKIT SHIPPING (Rush Delivery available for \$85.00 in U.S.): .....\$ 40.00  
Rush Delivery available in Canada for \$115.00. Canadian Shipments are by most efficient carrier, unless otherwise instructed.

SALES TAX (CA, CT, MN, NJ, NY): CT, MN & NY: Apply to all Material and Shipping fees. CA & NJ residents apply to Materials only 8.750%\$ 49.02

ADDITIONAL MATERIALS TOTAL (from Additional Materials Order Form - please attach): ...\$ 75.00

**TOTAL AMOUNT ENCLOSED (Payable in U.S. Funds): .....\$ 809.02**

**PAYMENT**

- ☐ CHECK or MONEY ORDER (No personal checks accepted. Make payable to MUSIC THEATRE INTERNATIONAL)
- ☐ CREDIT CARD: (circle one) VISA MASTERCARD AMERICAN EXPRESS  
 Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Name on card: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Amount: \_\_\_\_\_
- ☒ PURCHASE ORDERS: For schools and government agencies only, a signed, authorized purchase order is acceptable payment.

**SHIPPING**

Shipping Address: 1001 S. California Avenue  
 (NO P.O. BOXES) Clifton Middle School ATTN: Jennifer Jackson

City: Monrovia State/Province: CA Zip/Postal Code: 91016

Note: The ShowKit™ materials will be shipped upon receipt of a signed copy of the Production Contract and the full applicable fees. Please allow approximately ten (10) days for processing.

**ACCEPTANCE**

ShowKits™ are non-transferable and non-refundable.

With this contract you are agreeing to produce FAME JR

By signing below, you agree to the terms and conditions set forth in the Dramatic Performing Rights License.

Print Your Name: Katherine Thorossian Title: Superintendent

Authorized Signature:  Date: 9-11-19

Daytime Phone Number: ( 626 ) 471-2000 E-mail: kthorossian@monroviaschools.net

PLEASE COMPLETE, SIGN AND RETURN ONE (1) COPY OF THIS PRODUCTION CONTRACT WITH FULL PAYMENT. BE SURE TO RETURN THE ADDITIONAL RESOURCES ORDER FORM AND/OR RIDER(S) IF APPLICABLE.



**YOUR SHOWKIT WILL CONSIST OF THE FOLLOWING:**

- 30 ACTOR'S BOOK
- 2 PERFORMANCE ACCOMPANIMENT CD
- 1 DIRECTOR'S GUIDE
- 1 PIANO VOCAL SCORE
- 1 CHOREOGRAPHY DVD
- 30 FAMILY MATTERS
- 1 MEDIA DISK
- 1 PERFORMANCE AUDIO TRACKS DIGITAL

**ADDITIONAL MATERIALS ORDER FORM**

You can order additional materials and theatrical resources at the following rates.  
 To order, simply indicate the quantity of each item you would like and add the Grand Total to the Confirmation Page of this Production Contract.

ITEM	QUANTITY	COST EACH	TOTAL
<b>ADDITIONAL MATERIALS</b>			
ACTOR'S BOOK	_____ x	\$ 10.00	= \$ _____
PERFORMANCE ACCOMPANIMENT CD	_____ x	\$ 75.00	= \$ _____
DIRECTOR'S GUIDE	_____ x	\$ 100.00	= \$ _____
PIANO VOCAL SCORE	_____ x	\$ 40.00	= \$ _____
CHOREOGRAPHY DVD	_____ x	\$ 50.00	= \$ _____
FAMILY MATTERS (Call for Pricing and Availability)			
MEDIA DISK	_____ x	\$ 10.00	= \$ _____
PERFORMANCE AUDIO TRACKS DIGITAL (Call for Pricing and Availability)			
<b>THEATRICAL RESOURCES</b>			
ACTOR'S BOOK TENPACK	_____ x	\$ 75.00	= \$ _____
FAMILY MATTERS (Call for Pricing and Availability)			
FAMILY MATTERS (PACK OF 10)	_____ x	\$ 10.00	= \$ _____
LOGO PACK DIGITAL	_____ x	\$ 75.00	= \$ _____
PRODUCTIONPRO	_____ x	\$ 199.00	= \$ _____
STUDENT REHEARSAL CD	_____ x	\$ 10.00	= \$ _____
SUBPLOT CUSTOMIZABLE SHOW POSTERS (Call for Pricing and Availability)			
VIDEO LICENSE	<u>1</u> x	\$ 75.00	= \$ <u>75.00</u>
LOGO TEES SIX-PACK ADULT LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT MEDIUM	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT SMALL	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT X-LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK ADULT XX-LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD LARGE	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD MEDIUM	_____ x	\$ 80.00	= \$ _____
LOGO TEES SIX-PACK CHILD SMALL	_____ x	\$ 80.00	= \$ _____

Add total for all items here.

ADDITIONAL MATERIALS TOTAL: .....

\$ 75.00

ADDITIONAL MATERIALS SHIPPING

(do not apply shipping charge for Video License, Logo Packs, or RehearScore):

Add. Materials Total	Ground	Rush	Add. Materials Total	Ground	Rush
\$0 - \$100	\$ 8.50	\$38.25	\$401 - 500	\$22.50	\$101.25
\$101 - \$200	\$12.00	\$54.00	\$501 - 600	\$26.00	\$117.00
\$201 - \$300	\$15.50	\$69.75	\$601 - 700	\$29.50	\$132.75
\$301 - \$400	\$19.00	\$85.50	\$700 and up	(call for shipping rates)	

\$ \_\_\_\_\_  
 Make sure to enter (above)  
 the appropriate Additional  
 Materials Shipping Charge  
 based on the tables on the  
 left. US and Canada only.  
 Customers in other countries  
 must contact MTI for exact  
 shipping fees.

SALES TAX (CA, MN, NJ, NY): .....

NY & MN: Apply to Material and Shipping fees. CA & NJ residents apply to Materials ONLY

ADDITIONAL MATERIALS GRAND TOTAL (add this total to Contract Confirmation Page) \$ 75.00

You MUST return this form along with your contract to receive materials. All sales are final. No refunds or exchanges.

RETURN THIS PAGE ONLY IF ORDERING ADDITIONAL MATERIALS



## **AUTHOR BILLING - FAME Jr.**

In accordance with the Dramatic Performing Rights License, all advertising, such as posters and program covers, must include the show logo as provided in the ShowKit™ Director's Guide and all of the following author billing.

It is a violation of your contract if you crop or edit this logo in any way.

**[name of school]**  
Production of  
**FAME Jr.**  
**THE MUSICAL**

**Conceived and Developed by David De Silva**

**Book by**  
**Jose Fernandez**

**Lyrics by**  
**Jacques Levy**

**Music by**  
**Steve Margoshes**

**Title Song " FAME " written by Dean Pitchford and Michael Gore**

The Authors are to receive billing credit in all forms of publicity and advertising under the control of the Producer, wherever and whenever the title of the Play appears. The names of the Composer, Lyricist, Bookwriter and original Authors shall be equal in size, type, coloring, boldness and prominence.

In addition, you agree to insert on the title page of your production's program the following credit:

**"Originally produced at the Coconut Grove Playhouse,  
Arnold Mittleman, Producing Artistic Director."**

## MTI BILLING CREDIT

In accordance with the Dramatic Performing Rights License, all publicity materials (posters, programs, etc.) MUST include the following credit:

### FAME JR

is presented through special arrangement with Music Theatre International (MTI).  
All authorized performance materials are also supplied by MTI.  
[www.MTIShows.com](http://www.MTIShows.com)

## VIDEOTAPING WARNING

This license does NOT grant you the right\*\* to make, use and/or distribute a mechanical recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, audiocassette, videotape, film, CD, DVD and other digital sequencing. You agree to inform all parents, students and attendees of the above prohibitions against recording the show By means of both a program note and a pre-show announcement.

In compliance with the above condition, you MUST include the following warning in your program:

The videotaping or other video or audio recording of this  
production is strictly prohibited.

\*\*except with Disney titles, where a limited video license is available for \$75.00

PLEASE KEEP THIS PAGE FOR YOUR RECORDS



**DRAMATIC PERFORMING RIGHTS LICENSE**

**YOUR SIGNATURE IN THE ACCEPTANCE SECTION OF THE PRODUCTION CONTRACT WILL ACKNOWLEDGE THAT:**

- a) you have read and understood the terms, conditions and provisions set forth below;  
 b) you are authorized to enter into the Dramatic Performing Rights License on behalf of Licensee; and  
 c) you agree to the terms, conditions and provisions contained herein on behalf of the Licensee.

1. Your authorized ShowKit™ will consist of the following:

30 ACTOR'S BOOK  
 2 PERFORMANCE ACCOMPANIMENT CD  
 1 DIRECTOR'S GUIDE  
 1 PIANO VOCAL SCORE

1 CHOREOGRAPHY DVD  
 30 FAMILY MATTERS  
 1 MEDIA DISK  
 1 PERFORMANCE AUDIO TRACKS DIGITAL

2. You agree that

- Ticket prices for any performance of the show shall not exceed \$10.00 per ticket and
- No performance shall take place for any audience exceeding 750 people unless such performances are free of any admission charge, donations or contributions. Any deviation from the foregoing restrictions requires the prior written permission of Music Theatre International.

3. This License grants you the right to perform the "Play" as many times as you would like within the licensed dates listed on the front of this license. In any event it is a violation of this license and copyright laws to use ShowKit™ Materials in part or in whole past license date.

4. All advertising, such as posters and program covers, must include the show logo as provided in the ShowKit™ Director's Guide. You will not make or sell merchandise bearing this logo, with the exception of t-shirts if purchased from MTI. You will inform the parents and students that they are also bound by this prohibition.

5. The student books are to be distributed to the performers and are theirs to keep. All performers in the show must be in 9th grade or younger, unless otherwise authorized in writing in advance by MTI.

6. The performance rights granted by this license apply only to the organization named on this license through special arrangement with Music Theatre International, exclusive licensing agent for live stage performances of this play.

7. You understand that this play is fully protected by Federal and International Copyright laws, and therefore:

- You will properly credit the Authors of the play, credit Music Theatre International and reproduce the play logo and trademark on all posters and in all programs exactly as provided.
- You will perform this show from MTI's Broadway Junior Collection® exactly as it has been provided to you in the ShowKit™ materials and you will not add or delete any music or lyrics, alter any music or lyrics or make changes of any kind in the text of the play, including changes to the characters and characterizations.
- You will not reproduce, post or electronically transmit on the Internet, rent or sell any of the materials contained in the ShowKit™. However, to aid in the rehearsal of your junior production, you do have permission to make limited individual practice tapes from the performance CD to provide some students as needed which may contain up to a maximum of three (3) songs each per student. Such tapes may not be otherwise disseminated in any way.
- Recording: This license does not grant you the right\*\* to make, use and/or distribute a mechanical recording (rehearsal, performance or otherwise) of the Play or any portion of it by any means whatsoever, including, but not limited to, audiocassette, videotape, film, CD, DVD and other digital sequencing. You agree to inform all parents, students and attendees of the above prohibitions against recording the show by means of both a program note and a pre-show announcement.

*\*\*except with Disney titles, where a limited video license is available for \$75.00*

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**VIDEO LICENSE**

**LIMITED HOME USE VIDEO RECORDING PERMISSION**

**WHEN SIGNED IN THE SPACES INDICATED BELOW, AND UPON RECEIPT BY MTI OF LICENSEE'S PAYMENT OF SEVENTY-FIVE DOLLARS (\$75.00), THE FOLLOWING TERMS SHALL CONSTITUTE AN AGREEMENT BETWEEN (LICENSEE) CLIFTON MIDDLE SCHOOL (THE "LICENSEE") AND MUSIC THEATRE INTERNATIONAL ("MTI"), GRANTING LICENSEE LIMITED PERMISSION TO MAKE ONE VIDEO RECORDING OF LICENSEE'S PRODUCTION OF THE PLAY ENTITLED (TITLE) FAME JR (THE "PLAY").**

1. Notwithstanding the general prohibition against any video recording whatsoever in the License, MTI hereby grants permission for your organization to permit one authorized videographer to record a single performance of your production of the Play, subject to Licensee's strict observance of the conditions set forth herein. Such outside party may not use the name of the authors or owners of the Play or any other trademarks of the authors/owners in any way, except to indicate the content of the video recording. You may keep one archival copy of the video recording for your records.

2. A video recording of the Play (the "Video Recording") may be created by Licensee as a non-commercial venture for archival purposes, which video recording may not be sold, leased or rented except as provided as herein. Alternatively, Licensee may hire an outside party to professionally make one video recording of the Play provided that such video recording may only be used (a) for archival purposes, and/or (b) to make additional copies of the recording that may be sold to participants in the Play or their families for their own personal, at-home (i.e., non-commercial use). Such outside party may not use the name of the owner of the Play or any other trademarks of the Owner in any way, except to indicate the content of the video recording. In addition, Licensee may authorize participants in the Play (i.e., cast, crew, creative team) or their families to create a video recording of the Play solely for their own personal, at-home (i.e., non-commercial) use.

3. As a condition to the rights granted herein, Licensee agrees to use good faith efforts to inform all audience members of the restrictions and limitations on video recording and the subsequent use thereof, as set forth herein. At a minimum, Licensee agrees to include a statement in the Play's program substantially in the form provided below and shall further inform audience members of the below limitations by way of an announcement prior to the start of each performance of the Play:

**ANY VIDEO RECORDING MADE OF THIS PERFORMANCE IS AUTHORIZED FOR PERSONAL, AT-HOME, NON-COMMERCIAL USE ONLY. THE SALE OR DISTRIBUTION OF SUCH RECORDING IS STRICTLY PROHIBITED UNDER FEDERAL COPYRIGHT LAW.**

In addition, the following notice be must be displayed as the opening 45 seconds of the video:

**WARNING! THIS VIDEORECORDING HAS BEEN CREATED SOLELY FOR ARCHIVAL PURPOSES USE WITH THE SPECIAL PERMISSION OF MUSIC THEATRE INTERNATIONAL. UNDER FEDERAL COPYRIGHT LAW, IT MAY NOT, IN WHOLE OR IN PART, BE SOLD, BROADCAST, TELEVISED, DUPLICATED OR DISSEMINATED IN ANY WAY, INCLUDING OVER THE INTERNET BY MEANS NOW OR IN THE FUTURE.**

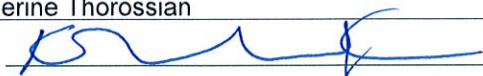
4. In no event may any video recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale or electronic transmission and/or posting on the Internet.

5. Licensee understands that its failure to follow the above requirements, even if inadvertent, will incur liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI for its out-of-pocket legal fees and shall pay to MTI damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play. In addition, Licensee shall indemnify MTI and the authors and owners of the Play and hold them harmless from any costs or expenses arising out of claims made by third parties appearing in the video, or whose work is used in the video (such as performers, musicians, directors, choreographers or designers).

6. All other provisions, terms and conditions of the License Agreement shall continue in full force and effect.

**ACCEPTANCE**

By signing below, you agree that you have read and that you understand the terms and conditions set forth in this Production Contract and the accompanying Performance License and agree to abide by terms and conditions contained therein. A copy of MTI's Performance License can be found online at [www.MTIShows.com/PerfLicense](http://www.MTIShows.com/PerfLicense).

PRINT YOUR NAME Katherine Thorossian TITLE Superintendent  
 AUTHORIZED SIGNATURE  DATE 9-11-19  
 DAYTIME TELEPHONE 626-471-2000 EMAIL kthorossian@monroviashool.net

**YOU MUST COMPLETE AND RETURN THIS PAGE WITH PAYMENT**



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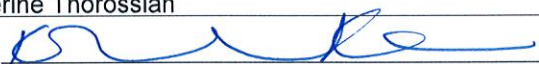
4. In no event may any video recording of the Play authorized herein, either in whole or in part, be otherwise reproduced and/or disseminated in any way, including broadcasting, televising, sale or electronic transmission and/or posting on the Internet.

5. Licensee understands that its failure to follow the above requirements, even if inadvertent, will incur liability for statutory copyright infringement under federal law. Licensee agrees that, without limiting any other recovery that MTI may obtain against Licensee, whether at law or at equity, for its breach of this Agreement, Licensee shall, at a minimum, reimburse MTI for its out-of-pocket legal fees and shall pay to MTI damages equal to three times the total license royalty fees paid or payable to MTI by Licensee for its production of the Play. In addition, Licensee shall indemnify MTI and the authors and owners of the Play and hold them harmless from any costs or expenses arising out of claims made by third parties appearing in the video, or whose work is used in the video (such as performers, musicians, directors, choreographers or designers).

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By signing below, you agree that you have read and that you understand the terms and conditions set forth in this Production Contract and the accompanying Performance License and agree to abide by terms and conditions contained therein. A copy of MTI's Performance License can be found online at [www.MTIShows.com/PerfLicense](http://www.MTIShows.com/PerfLicense).

PRINT YOUR NAME Katherine Thorossian TITLE Superintendent  
 AUTHORIZED SIGNATURE  DATE 9-11-19  
 DAYTIME TELEPHONE 626-471-2000 EMAIL kthorossian@monroviashools.net

**COMPLETE AND KEEP THIS COPY FOR YOUR RECORDS**



# **CONTRACT RIDER**

**COMPLETE THIS COPY AND RETURN TO MTI**

Your MTI Rep: BARBARA MORGAN  
Your MTI Account Number: 0090145  
Contract #: 9598845 Printed on: 08/22/19

## **CHANGES TO PLAY AND USE OF REPLICA ELEMENTS PROHIBITED**

By signing below, the individual signing on behalf of Licensee (the "Authorized Signatory") acknowledges, on behalf of Licensee, that under federal copyright law and the terms of the Production Contract to which this Rider is attached, the Licensee may not (a) make any changes to the Play or any additional materials purchased or rented from MTI (the "MTI Rental Materials") or (b) use any choreography, direction or design elements from any prior production or film version of the Play. Without limiting the foregoing, Licensee acknowledges that it may not:

- Make changes of any kind, including changes of music, lyrics, dialogue, sequence of songs and/or scenes, time period, setting, characters or characterizations or gender of characters in the Play, regardless of whether the authors have approved any similar changes for a prior production of the Play.
- Add new music, dialogue, lyrics, scenes, scenarios, characters, framing devices or anything to the text or structure of the Play as embodied in the MTI Rental Materials, including adding any songs or dialogue from any film version of the Play or from any other version of the Play.
- Delete, in whole or in part, any material (including music, lyrics or text) from the Play as embodied in the MTI Rental Materials.
- Use any of the designs, direction, choreography, artwork (except for authorized logos for which Licensee has obtained a license from MTI, where available) or other intellectual property from any Broadway, London, or touring productions or from any film version of the Play. The rights to all of these elements are owned by third parties and are not granted as part of this Performance License.

If Licensee violates any of these restrictions, Licensee acknowledges and agrees that MTI may revoke Licensee's contract and cancel the production without advance notice and without Licensee recourse of any kind, that Licensee will forfeit any prepaid fees and/or royalties in full and that Licensee may be sued for breach of contract and federal copyright infringement to the full extent of the law.

Licensee's license to perform the Play will be invalid unless this Rider is signed and returned with the signed Production Contract.

By signing this Rider, the Authorized Signatory acknowledges that the Authorized Signatory:

- a) has read and understands the terms of the Rider;
- b) is authorized to sign the Rider on behalf of Licensee;
- c) has reviewed, or will review, the Copyright Provisions of Section I.1 and I.2 of the Performance License and this Rider with the director and entire creative team of Licensee's production;
- d) represents and warrants that the director and creative team have been or will be instructed that (i) no changes may be made to the Play without the written consent of the Rightsholders and (ii) they shall not copy or replicate any of the creative elements of prior productions or film version of the Play; and
- e) agrees to the terms, conditions and provisions contained herein on behalf of the Licensee.

### **ACCEPTANCE**

PRINT YOUR NAME Katherine Thorossian

TITLE Superintendent

AUTHORIZED SIGNATURE 

DATE 9-11-19

DAYTIME TELEPHONE 626-471-2000

EMAIL kthorossian@monrovia.schools.net

**YOU MUST COMPLETE AND RETURN THIS PAGE WITH PAYMENT**



## **MTI CONTRACT CHECKLIST**

Before sending anything back to MTI, make sure you have completed all of the following steps!

Did you remember to....

- Order Additional Materials (by filling out Page 4)?
- Transfer the Additional Materials Total to Page 1?
- Determine and Total the "Amount Enclosed" on Page 1?
- Fill out Payment information completely on Page 1?

Make sure to return ALL of the following to MTI:

- Completed and Signed Production Contract (Page 1)
- Completed Additional Materials Order Form (Page 4) - if applicable
- FULL Payment



### **Get Expert Advice and Solutions from ShowSupport!**

Show Support is our free online support feature where you can pose questions and offer solutions to the entire Broadway Junior community.

Along with your fellow teachers, our educational expert Cindy Ripley is always available to help you with any challenge.



### **Celebrate Your Production with our Recognition and Publicity Program**

As a special way of saying "Thank You" for presenting a Broadway Junior musical, we're happy to offer FREE professional assistance in publicizing your upcoming production and rewarding your students' accomplishments.

Elements include:

- Official Press Release to Your Local Media
- "Break a Leg" Message on Facebook
- A "takeover" of MTI's Instagram on your opening night

learn more @ [mtishows.com/broadwayjunior](http://mtishows.com/broadwayjunior)



# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 6. 19/20-2040 - PURCHASE ORDERS AND PAYMENT OF BILLS

#### RECOMMENDATION

The Board of Education is requested to ratify purchase orders in the amount of \$978,168.43 issued August 12, 2019 through August 26, 2019, and payments in the amount of \$550,390.30 issued August 16, 2019 through August 29 2019.

#### Rationale:

In accordance with the 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 in order to encumber available funds prior to 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 those employees who have been 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 2040\(b-e\) Purchase order Rpt 9-11-19.pdf](#)

August 29, 2019

SUBMITTED FOR RATIFICATION: September 11, 2019

PRINTED: August 12 – August 26, 2019

Purchase Order: P19-2149 – P19-2151  
P20-0360 – P20-0445

Purchase orders printed out of sequence: P20-0346

Change Orders: P18-1826, P19-1996, P19-2027, P19-2093, P20-0044,  
P20-0232, P20-0353, P20-0354

Purchase orders excluded from sequence: None

#### Fund Summary

General Fund (01)	\$	794,382.56
Adult Education Fund (11)		2,769.12
Cafeteria Fund (13)		250.00
Deferred Maintenance Fund (14)		6,208.43
Special Reserve Fund (40)		171,348.32
Enterprise Fund (63)		<u>3,210.00</u>

Total.....	\$	<u>978,168.43</u>
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RECOMMENDED: September 11, 2019

## Board Report Worksheet

### September 11, 2019

[illegible]



## Includes Purchase Orders dated 08/12/2019 - 08/26/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P19-2149	California School-Age Consorti	0025	NPASS Curriculum Training	01-5850	3,450.00
P19-2150	Amy Collier	0014	Reimbursement for Positive Prevention Materials	01-4310	418.09
P19-2151	Forsyte IT Solutions	0022	Server Upgrade	01-5810	111,650.00
P20-0346	1000Bulbs.com	0047	Open PO for Lighting/Lamp Supply	01-4380	500.00
P20-0360	ALPHA CARD SYSTEM	0025	Support for AlphaCard Printer	01-5630	99.00
P20-0361	LACOE - MULTILINGUAL ACADEMIC SUPPORT UNIT/ CIS,ECW 244	0014	BELD Meeting Registration (3)	01-5220	300.00
P20-0362	Code to the Future	0014	Code to the Future	01-5841	75,000.00
P20-0363	Freckle Education	0001	Front Row Online License 19/20	01-5841	4,500.00
P20-0364	EXPLORELEARNING	0001	Explore Learning Online Subscription 19/20	01-5841	3,295.00
P20-0365	SCHOLASTIC INC.	0014	Leveled Bookroom Conversion	01-4110	82,351.58
P20-0366	Addiction Treatment Tech Care solace.org	0014	Care Solace portal fees	01-5841	6,500.00
P20-0367	ACCO Brands USA LLC	0005	Laminator Maintenance Agreement	01-5630	495.18
P20-0368	Weatherproofing Technologies	0046	Roof repairs at Mountain Park School	14-5630	3,650.00
P20-0369	Leslie Miller	0005	Art Mixology Workshop	01-4390	87.00
P20-0370	A RIVADA GENERAL CONSTRUCTION	0040	Removal of TV/Wall Mount from Classroom	14-5630	2,500.00
P20-0371	OFFICE DEPOT	0009	Open Purchase Order for Office Supplies	01-4350	2,000.00
P20-0372	IMPRINTABILITY JENNIFER STONE	0008	Business Cards for S.Hirsch, N. Hernandez	01-5891	76.65
P20-0373	MARIA CHAVIRA	0014	Totes for supplies	01-4390	10.67
P20-0374	ATHENS SERVICES	0050	Trash Service Districtwide	01-5560	48,890.30
				11-5560	2,174.14
P20-0375	SHAKER SHIRTS	0050	Custodial Uniforms	01-4390	1,500.00
P20-0376	AMAZON.COM	0014	Avid Supplies for Santa Fe	01-4310	170.69
P20-0377	NEOPOST USA INC. Dept 3689	0040	Open PO for Mail Machine Supplies 19/20	01-4350	1,000.00
P20-0378	AMAZON.COM	0025	ID Card Printer for the Village program	01-4440	1,179.00
P20-0379	DELL MARKETING L.P. ATTN: David Cantu	0025	Dell Latitude 5580 laptop	01-4440	1,171.15
P20-0380	CDW-G COMPUTER CTRS, INC.	0008	Classroom Printers	01-4340	872.63
P20-0381	Northstar AV	0050	Districtwide lamp replacement	01-4310	448.95
P20-0382	TIAA Bank	0005	Wild Rose Copier Lease - 2019/20	01-5610	1,664.52
P20-0383	LAKESHORE LEARNING MATERIALS	0005	Classroom Rug - TK	01-4310	524.51
P20-0384	LACOE - LA COUNTY SCIENCE OLYM PIAD - GARY WIDDISON	0008	NGSS Lesson Planning Registration (5)	01-5220	1,260.00
P20-0385	CITY OF MONROVIA	0040	Police False Alarms	01-5819	880.00
P20-0386	GEO LISTENING	0012	Monitoring & Reporting Services	01-5810	14,500.00
P20-0387	LACOE ECC-267	0014	State & Federal Workshop for Directors Reg (1)	01-5220	275.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 5

## Includes Purchase Orders dated 08/12/2019 - 08/26/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-0388	IMPRINTABILITY JENNIFER STONE	0010	Staff Business Cards (3)	11-5891	114.98
P20-0389	DON PUNGPRECHAWAT	0022	Mileage Don for 07/2019	01-5250	30.74
P20-0390	Daniel Seung Lee	0022	Mileage Daniel for 07/2019	01-5250	47.31
P20-0391	ROB HAMMOMD	0012	CSBA Lodging Reimbursement	01-5220	1,333.76
P20-0392	CDW-G COMPUTER CTRS, INC.	0022	Surge Protector for Tech	01-4390	35.46
P20-0393	DANNY ROBINSON	0012	Open PO for Mileage for Board Deliveries 19/20	01-5250	300.00
P20-0394	MARIA CHAVIRA	0014	Leadership Summit Supply Reimbursement	01-4390	175.71
P20-0395	AMAZON.COM	0014	Books for Title 3	01-4210	679.34
P20-0396	CERTICA SOLUTIONS	0022	Renewal for Certify Application Edition software	01-5844	5,986.20
P20-0397	Burlington English Inc	0010	Burlington English Seats	11-5841	480.00
P20-0398	APPLE STORE	0014	iPads for Sport 2 Grant Use	01-4440	6,276.54
P20-0399	CDW-G COMPUTER CTRS, INC.	0014	iPad Slim Cases	01-4390	102.77
P20-0400	HOUGHTON MIFFLIN CO.	0014	Read 180 & Math 180 Training	01-5841	1,599.00
P20-0401	LACOE - MULTILINGUAL ACADEMIC SUPPORT UNIT/ CIS,ECW 244	0014	Implementing Integrated ELD Registration (8)	01-5220	2,000.00
P20-0402	HOUGHTON MIFFLIN CO.	0014	Dual Immersion Flip Chart for WR	01-4110	219.61
P20-0403	EDalchery Inc	0014	Staff In-Service at Clifton	01-5850	2,000.00
P20-0404	ACCU-TECH	0022	Jacks needed for repair	01-4390	722.70
P20-0405	EXPLORELEARNING	0014	Reflex Math Licenses	01-5841	14,278.33
P20-0406	Mail Finance Inc	0040	Lease Payment of Mail Machine	01-5610	4,132.68
P20-0407	Sarah Harris	0028	Costume Fabrics for Mary Poppins	63-4390	60.00
P20-0408	EMS LINQ INC	0052	POS Terminal for Student Meals		1,252.09
P20-0409	NCS Pearson Inc CERTIPOINT	0014	CTE-Adobe Certification Testing	01-5841	8,943.37
P20-0410	COMPLETE BUSINESS SYSTEMS	0001	19/20 Maintenance Contracts for Duplo	01-5630	2,140.00
P20-0411	ANNE BATTLE	0014	Adobe Course Reimbursement	01-5220	795.00
P20-0412	Sophie.sticated Staging	0028	Mary Poppins Opening Reception Staging Decor	63-4390	150.00
P20-0413	EXPLORELEARNING	0014	Gizmos License for Science	01-5841	3,435.83
P20-0414	James Hartford	0028	Summer Music Institute Instructor	01-5850	400.00
P20-0415	Kim Treat	0028	Summer Music Institute Instructor	01-5850	400.00
P20-0416	Mason Tyler	0028	Open PO - Backstage Theatre Hand TPAC Rentals	63-5850	3,000.00
P20-0417	Katherine Regencia	0028	Summer Music Institute Instructor	01-5850	100.00
P20-0418	Jennifer Anderson	0028	Summer Music Institute Instructor	01-5850	200.00
P20-0419	COMMUNITY MEDIA OF THE FOOTHIL	0012	Broadcasting Services for Board Meeting	01-5810	350.00
P20-0420	VISTA HIGHER LEARNING	0008	AP French Textbooks	01-4110	616.49
P20-0421	COMPLETE BUSINESS SYSTEMS	0005	19/20 Maintenance Contract for Duplo	01-5630	990.00
P20-0422	FREESTYLE	0008	Open PO for Photo Supplies	01-4310	1,500.00
P20-0423	OFFICE DEPOT	0015	Toner for Special Education printers	01-4350	629.02

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ESCAPE ONLINE

Page 2 of 5

## Includes Purchase Orders dated 08/12/2019 - 08/26/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-0424	CDW-G COMPUTER CTRS, INC.	0008	Document Camera	01-4410	546.41
P20-0425	AMAZON.COM	0008	VGA Adapter	01-4310	43.79
P20-0426	EVERYTHING MEDICAL	0008	Athletic Supplies	01-4391	1,078.00
P20-0427	AMAZON.COM	0005	PA system for Student Assemblies	01-4310	463.78
P20-0428	LINDAMOOD-BELL	0015	Educational Services for Sp Ed Student	01-5810	24,570.00
P20-0429	PSYCHOLOGY RESOURCE CONSULTANT S	0015	Counsel./Social Skills Training for Sp Ed Student	01-5850	9,900.00
P20-0430	PSYCHOLOGY RESOURCE CONSULTANT S	0015	Independent Educational Evaluation	01-5850	5,000.00
P20-0431	Vivian Billups	0015	Open PO for Legal Services	01-5821	80,000.00
P20-0432	MICHAEL JONES	0015	Transportation Reimbursement for Parent	01-5812	4,710.00
P20-0433	Abraham Montiel	0015	Transportation Reimbursement for Sp Ed Student	01-5812	279.60
P20-0434	GALE SUPPLY	0050	Inventory Items	01-9320	12,329.98
P20-0435	Literacy Partners	0003	Literacy Partners Registration (2)	01-5220	1,650.00
P20-0436	TECH ROCKSTARS	0052	Computer/POS Terminal Repairs	13-5630	250.00
P20-0437	APPERSON PRINT MANAGEMENT SERVICES	0030	Scantrons for HR Testing	01-4350	107.53
P20-0438	MARGARET A. CHIDESTER & ASSOC	0030	Open PO - Legal	01-5821	80,000.00
P20-0439	OFFICE DEPOT	0030	Open PO for HR Office Supplies 19/20	01-4350	800.00
P20-0440	Alliant Insurance Services	0030	District Employee Ins- Open PO Broker	01-5810	80,000.00
P20-0441	FRONTLINE TECHNOLOGIES	0030	Aesop/Sub system	01-5841	10,226.14
P20-0442	CITY OF MONROVIA	0030	New Teacher Breakfast	01-5890	60.00
P20-0443	PCASC TREASURER A.PEREZ	0030	PCASC Annual Membership	01-5310	100.00
P20-0444	CSPCA ATTN:Treasurer Matt Spencer	0030	Annual Association Dues	01-5310	800.00
P20-0445	EVERYTHING MEDICAL	0050	Inventory Items	01-9320	882.13
Total Number of POs			90	Total	752,668.35

## Fund Recap

Fund	Description	PO Count	Amount
		1	1,252.09
		<b>Total Fiscal Year</b>	<b>1,252.09</b>
01	General Fund	3	115,518.09
		<b>Total Fiscal Year 2019</b>	<b>115,518.09</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 3 of 5



Includes Purchase Orders dated 08/12/2019 - 08/26/2019

**Fund Recap (continued)**

<b>Fund</b>	<b>Description</b>	<b>PO Count</b>	<b>Amount</b>
01	General Fund	78	623,519.05
11	Adult Education Fund	3	2,769.12
13	Cafeteria Fund	1	250.00
14	Deferred Maintenance Fund	2	6,150.00
63	Enterprise Fund	3	3,210.00
		<b>Total Fiscal Year 2020</b>	<b>635,898.17</b>
		<b>Total</b>	<b>752,668.35</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 4 of 5

55

Includes Purchase Orders dated 08/12/2019 - 08/26/2019

## PO Changes

	<b>New PO Amount</b>	<b>Fund/ Object</b>	<b>Description</b>	<b>Change Amount</b>
P20-0044	65,000.00	01-5630	General Fund/Repairs	30,000.00-
P20-0232	2,500.00	01-4350	General Fund/Office Supplies	1,000.00-
P20-0353	3,638.35	01-5630	General Fund/Repairs	1,473.73
P20-0354	1,433.27	01-4310	General Fund/Materials and Supplies	119.60
<b>Total PO Changes</b>				<b>29,406.67-</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

[ESCAPE](#) [ONLINE](#)

Page 5 of 5

**RATIFICATION OF WARRANTS**  
**RECOMMENDED FOR BOARD APPROVAL**  
September 11, 2019

ACCOUNTS PAYABLE:

DATE ISSUED: August 16, 2019 through August 29, 2019

Batch Numbers:	1276-1288	\$	550,390.30
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<b>TOTAL DISTRICT ACCOUNTS:</b>	<b>\$</b>	<b><u>550,390.30</u></b>
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# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 7. 19/20-2041 - DISTRICT CASH RECEIPTS

## RECOMMENDATION

The Board of Education is requested to receive District cash receipts; Deposit Report No. 6 through No. 7 deposited August 23, 2019 through August 30, 2019 for a total amount of \$227,038.00.

### Rationale:

The 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.

### Background:

### Budget Implication (\$ Amount):

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

### Additional Information:

A copy of Deposit Report #6 through #7 is attached.

## ATTACHMENTS

- [BA Item 2041\(b-c\) Deposit Rpts #6-#7 9-11-19.pdf](#)

DEPOSIT REPORT

8/23/2019

**DEP #6**

ACCOUNT	AMOUNT
01.0-65002.0-00000-00000-9200-0000000	\$ 88,176.89
Subtotal	<u>88,176.89</u>
Total	<u><u>\$ 88,176.89</u></u>

P/Y Accounts Receivable  
General Fund

## DEPOSIT REPORT

8/30/2019

DEP #7

ACCOUNT	AMOUNT	
01.0-00000.0-00000-00000-8650-6010040	\$ 10.00	Leases & Rentals
01.0-00000.0-00000-00000-8650-6020022	5,226.90	Leases & Rentals/Tech
01.0-00000.0-00000-00000-8699-0000000	24.46	Other Local Income
01.0-56400.0-00000-00000-8290-0000000	11,111.48	Medi-Cal
01.0-90210.0-00000-00000-8650-4080000	7.50	Leases & Rentals
01.0-90210.0-00000-00000-8650-6000000	67.50	Leases & Rentals
01.0-90501.0-00000-00000-8689-0000000	300.00	Village Program/Parent Contributions
01.0-93100.0-00000-00000-8699-2020000	5,075.00	Donations/Camp Pali
01.0-00000.0-00000-00000-9200-0000000	1,322.92	P/Y Accounts Receivable
01.0-00000.0-00000-00000-9570-0000000	20,745.44	Retirees Health Insurance
01.0-81500.0-00000-00000-9200-0000000	2,635.60	P/Y Accounts Receivable
01.0-90210.0-00000-00000-9200-0000000	390.00	P/Y Accounts Receivable
01.0-90609.0-00000-00000-9200-0000000	9,652.56	P/Y Accounts Receivable
01.0-90902.0-00000-00000-9200-0000000	8,577.07	P/Y Accounts Receivable
Subtotal	<u>65,146.43</u>	General Fund
12.0-61050.0-00000-00000-8673-0000000	987.00	CSPP Parent Contributions
12.0-90109.0-00000-00000-8699-0000000	237.00	Donation
12.0-90503.0-00000-00000-8673-1650000	2,203.88	Tuition Based Preschool
Subtotal	<u>3,427.88</u>	Child Development Fund
13.0-53100.0-00000-00000-9290-0000000	35,723.35	P/Y Accounts Receivable
13.0-53201.0-00000-00000-9290-0000000	4,460.90	P/Y Accounts Receivable
13.0-53100.0-00000-37000-4710-6010052	213.83	Abate/Reimb/Food
Subtotal	<u>40,398.08</u>	Food Services Fund
25.0-95500.0-00000-00000-8681-0000000	9,030.72	Developer Fees
Subtotal	<u>9,030.72</u>	Capital Facilities Fund
63.0-90123.0-00000-00000-8639-0000000	20,120.00	LKT PAC Sales
Subtotal	<u>20,120.00</u>	Enterprise Fund
76.0-00000.0-00000-00000-9560-0000000	738.00	Voluntary Deductions
Subtotal	<u>738.00</u>	Payroll Clearance Fund
Total	<u>\$ 138,861.11</u>	



# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 8. 19/20-2042 - 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, periodically budgetary adjustments must be made.

#### Background:

There are two major types of adjustments that 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 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 which may be expended for that classification of expenditures for the school year. Transfers may be made between expenditure classifications at any time with approval of the board of education.

#### Account:

N/A

#### 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 off-set by revenue adjustments or are taken from the prior year restricted ending balances and have no impact on the unrestricted fund balance.

## ATTACHMENTS

- [BA Item 2042\(b\) Budgetary Transfers 9-11-19.pdf](#)



**FISCAL SERVICES DEPARTMENT**  
**Fiscal Year 2019 - 2020**

Board Report:  
Budget Revision

Board Meeting Date:  
9/11/2019

**GENERAL FUND #01.0**

<b>BUDGET REVISION</b>
------------------------

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
<b>RESTRICTED LOCAL RESOURCES</b>			
<b>#90109.0 - DONATIONS</b>			
<b>MONROE</b>			
Books and Supplies	\$22,850.00	\$22,850.00	Budget Allocation
<b># 93100.0 - DONATIONS - SPECIAL</b>			
<b>MONROE</b>			
Services/Other Operations	\$3,560.00	\$3,560.00	Budget Allocation
Total Restricted Local Resources	<u>\$26,410.00</u>	<u>\$26,410.00</u>	
<b><u>TOTAL BUDGET REVISION</u></b>	<u><u>\$26,410.00</u></u>	<u><u>\$26,410.00</u></u>	



# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 9. 19/20-2043- ACCEPTANCE OF GIFTS

#### RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1920-03.

#### Rationale:

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

#### Budget Implication (\$ Amount):

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

#### Legal References:

Board Policy #3290 requires Board approval of gifts.

#### Additional Information:

Acceptance of Gifts Report attached.

## ATTACHMENTS

- [Acceptance of Gifts #1920-03 09-11-19.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT  
Acceptance of Gifts Report No. 1920-03  
Board Meeting 20190911

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Check	Alexa Martinez	\$90.00	To be used for the benefit of students at Wild Rose School of Creative Arts	Penny Fraumeni, Interim Principal Wild Rose School of Creative Arts	D0911007	Increases site donation account
2	Check	Alexa Martinez	\$90.00	To be used for the benefit of students at Wild Rose School of Creative Arts	Penny Fraumeni, Interim Principal Wild Rose School of Creative Arts	D0911008	Increases site donation account
3	Check	Lifetouch	\$308.00	To be used for the benefit of students at Wild Rose School of Creative Arts	Penny Fraumeni, Interim Principal Wild Rose School of Creative Arts	D0911009	Increases site donation account
4	Check	Glenn Sycip	\$200.00	To be used for the purchase of supplies in the classroom	Kirk McGinnis, Principal Monrovia High School	D0911010	Increases site donation account
5	Check	Edison International	\$780.00	To be used for the benefit of students and staff at Monrovia High School	Kirk McGinnis, Principal Monrovia High School	D0911011	Increases site donation account
6	Check	Monrovia Schools Foundation	\$600.00	To be used for the purchase of Wednesday communications folders	Thy Merritt, Clerical Assistant Superintendent's Office	D0911012	Increases site donation account
7	Check	Plymouth PTA	\$1,000.00	To be used for field trip expenses for students at Plymouth Elementary School	Dr. Greg Gero, Principal Plymouth Elementary School	D0911013	Increases site donation account
8	Check	Lifetouch	\$849.00	To be used for the benefit of students at Monroe Elementary School	Dr. Lily Jarvis, Principal Monroe Elementary School	D0911014	Increases site donation account
9	Check	Jay and Emily Lee	\$450.00	To be used for the benefit of Mrs. Recendez and Gallegos' class and students at Monroe Elementary School	Dr. Lily Jarvis, Principal Monroe Elementary School	D0911015	Increases site donation account
10	Check	Lifetouch	\$242.00	To be used for refreshments at staff meetings for Plymouth Elementary School	Dr. Greg Gero, Principal Plymouth Elementary School	D0911016	Increases site donation account

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 10. 19/20-2044- PROFESSIONAL SERVICE AGREEMENTS

#### RECOMMENDATION

The Board of Education is requested to approve the Professional Service Agreements report #2 for the Monrovia Unified School District.

#### Rationale:

Board Policy 3600 states that all consultant contracts shall be brought to the Board for approval.

#### Legal References:

Government Code 53060 and Board Policy 3600

#### ATTACHMENTS

- [Professional Service Agmts Rpt #2.pdf](#)



Monrovia Unified School District  
Professional Service Agreements # 2

Agenda Item # 19/20-2044  
September 11, 2019

Name/Company	Services	Effective Dates	Site	Amount	Funding
Dr. Cheri Warren	Consultant will assist with under-served students and adults specifically to create a smooth transition from school to their college or career choices.	8/01/19 – 6/30/20	Adult School	\$25,000	Adult Education
Direct Ed Educational Services	To retain qualified substitute teachers, personnel & professionals in the areas of Gen. Ed & Special Ed.	8/16/19 – 06/30/20	Plymouth and Monroe ES	Rate \$235 per substitute retained	Monroe & Plymouth S&C
Dynamic Education	Provide district and school leadership work under the coherence – Instructional Leadership project as specified	9/01/19 – 6/30/20	Educational Services	\$50,000	District S&C
I Love to Read in Spanish, LLC	Provide ten (10) days of professional development and coaching, inclusive of all expenses, for Monroe Elementary School teachers	8/12/19 – 6/30/20	Monroe ES	\$18,500	Title I
Pyro Spectaculars, Inc.	Fireworks for MHS Homecoming game October 18, 2019	9/11/19 – 10/18/19	MHS	\$2,500	MHS ASB
San Gabriel Valley Mosquito and Vector Control	Provide EcoHealth Vector Inspector Program; a citizen science program, and the EcoHealth Vector Education Classroom Programs to schools	9/12/19 - 6/30/20	District schools as requested	No Cost to the District	N/A

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 11. 19/20 - 3009 -CONFERENCE /IN-SERVICE ATTENDANCE AND TRAVEL

#### RECOMMENDATION

The Monrovia Unified School District Board of Education is requested to approve Travel and Conference Report # 4

#### Rationale:

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

#### ATTACHMENTS

- [09112019TravelConference.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT  
Conference/Inservice Attendance and Travel  
Report #4

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

None

GROUP B (Not within budget. Budget transfer required)

None

GROUP C (Within budget of Federal/Special programs)

- 1/ Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.4-07102.0-11100-10000-5220-3061500  
Estimated cost: \$13,998.86  
(Registration: \$6,021; Lodging: \$3,833.88; Meals: \$1,044; Transportation: \$537.98; Subs:  
\$2,415; Parking \$147)

Jennifer Jackson, Principal, Clifton MS.  
Rich Morrison, Assistant Principal, Clifton MS.  
Vicki Velasco, Teacher.  
Nicholas Cardet, Teacher.  
Nancy Bravo, Teacher.  
Hiroshi Suzuki, Teacher.  
Gina Ayala, Teacher.  
Sheri Bignell, Teacher.  
Nikole Burgess, Teacher.

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.4-07102.0-11100-10000-5220-2021500  
Estimated cost: \$8,395.86  
(Registration: \$3,345; Lodging: \$1,916.94; Meals: \$580; Transportation: \$593.92; Subs:  
\$1,380; Parking \$580)



Michele Costarella, Principal  
Alicia Glass, Teacher.  
Eileen Purtell, Teacher.  
Raylynn Roland, Teacher.  
Rochelle Munoz, Teacher.

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.4-07102.0-11100-10000-5220-4081500  
Estimated cost: \$7,589.42  
(Registration: \$3,345; Lodging: \$1,916.94; Meals: \$580; Transportation: \$220.48; Subs: \$1,380; Parking \$147)

Kirk McGinnis, Principal, Monrovia High School.  
Steve Garrison, Teacher.  
Carlos Cuellar, Teacher.  
Trinity Wedgworth, Teacher.  
Grace Valdez, Teacher.

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.0-30100.0-11100-10000-5220-2030000  
Estimated cost: \$10,711.88  
(Registration: \$4,683; Lodging: \$2,555.92; Meals: \$812; Transportation: \$296.96; Subs: \$2,070; Parking \$294)

Lily Jarvis, Principal, Monroe ES.  
Alison Meloserdoff, Teacher.  
Gladys Inda, Teacher.  
Cendy Iraheta, Teacher.  
Erin Iler, Teacher.  
Jenny Miura, Teacher.  
Shirley Conde, Teacher.

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.0-31820.0-11100-10000-5220-6010014  
Estimated cost: \$3,143.44  
(Registration: \$1,338; Lodging: \$1,277.96; Meals: \$232; Transportation: \$148.48; Parking \$147)

Flint Fertig, Principal  
Calvin McKendrick, Assistant Principal

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA  
Account #: 01.0-07102-11100-10000-5220-3071500

Estimated cost: \$12,041.76

(Registration: \$4,014; Lodging: \$3,833.88; Meals: \$696; Transportation: \$890.88; Subs: \$1,725; Parking \$882)

Geoff Zamarippa, Principal, Santa Fe Computer Magnet School.  
Donna Monje, Teacher.  
Stephanie Sparks, Teacher.  
Rob Cady, Teacher.  
Lisa Herald, Teacher.  
Nedra Graham, Teacher.

Professional Learning Communities at Work Institute  
November 12-14, 2019, San Diego, CA

Account #: 01.6-07102.0-11100-10000-5220-6000600 (\$5,158.38)  
01.6-07102.0-00000-21500-5220-6000600 (\$6,877.84)

Estimated cost: \$12,036.22

(Registration: \$4,683; Lodging: \$4,472.86; Meals: \$812; Transportation: \$1039.36; Parking \$1,029)

Courtney Glass, Director of Educational Services  
Catherine Real, Director of Counseling, College & Careers  
Brian Ilharregy, Instructional Coach.  
Chad Miller, Instructional Coach.  
Phil Heng, Instructional Coach.  
Stacy Wilkins, Instructional Coach.  
Jennifer Maljian, Instructional Coach.  
Jayne Nickles, Principal, Bradoaks ES.  
Greg Gero, Principal, Plymouth ES.

2/ Acellus Administrator Training  
September 16-19, 2019, Kansas City, MO  
Account #: 01.0-30100.0-11100-10000-5220-2020000  
Estimated cost: \$1,403.88

(Registration: waived; Lodging: \$265.88; Meals: \$250; Transportation: \$578; Parking: \$80; Subs: \$230)

Michele Costarella, Principal, Mayflower, ES.  
Eileen Purtell, Teacher.

GROUP D (No cost to District)

None

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 12. 19/20-3010- PERSONNEL ASSIGNMENTS

#### RECOMMENDATION

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #4.

#### 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:

#### ATTACHMENTS

- [2019-09-11 Personnel Report 4.pdf](#)



MONROVIA UNIFIED SCHOOL DISTRICT  
Personnel Assignment Report #4

EMPLOYMENTS, SUPPLEMENTAL HOURS/SPECIAL ASSIGNMENTS, LEAVES, TERMINATIONS, OTHER

**A. Employments**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
1 #	Alyson	Barrett	Teacher	Employ	8/12/19	MHS		G-00000.0	000002	D-1	100%
2 #	Diana	Escutia-De-Jesus	Adult Ed Teacher	Employ	8/26/19-5/2/20	Adult Ed	16 hrs/wk	C-63910.0	003239	\$36.40/hr	100%
3 #	Diana	Escutia-De-Jesus	Medical Assisting Prog	Employ	9/1/19-5/30/20	Adult Ed	NTE 11.5 hrs/wk	C-63910.0	003270	\$36.40/hr	100%
4 #	Tedese	Ross	Adult Ed Teacher	Employ (correction to #21 8/28/19)	8/26/19-5/2/20	Adult Ed	30 hrs/wk	C-39050.0 50% C-63910.0 50%	003886	\$38.32/hr	100%
5 #	Jackie	Sanchez	Teacher	Employ	8/26/19	Mayflower		G-00000.0	000028	A-2	100%
6 #	Ana	Torres	Teacher	Empoy	8/12/19	Monroe		G-00000.0	000036	F-6	100%
7 #	Ruth	Wilson	Adult Ed Teacher	Employ	8.2/19-5/2/20	Adult Ed	16 hrs/wk	C-39050.0 50% C-63910.0 50%	003752	\$36.40/hr	100%
8 #	Mildred	Aguilera-Ramirez	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
9 #	Laurence	Ammon	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
10 #	Lori	Barnes	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
11 #	Nancy	Bruno	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
12 #	Maria	Buenasada Saludo	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
13 #	Alexa	Castro	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
14 #	Cecilia	Chavez-Martin	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
15 #	Robert	Cheung	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
16 #	Stephen	Collins	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
17 #	William	Couch	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
18 #	Kelli	Crutchfield	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
19 #	Christopher	Cunningham	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
20 #	Lenor	De Cruz	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%

**A. Employments (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
21 #	Kristyne	Esparza	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
22 #	Johanna	Figuerola	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
23 #	Arcelia	Flores	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
24 #	Stacey	Forbes	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
25 #	Stephen	Fossett	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
26 #	Ruben	Fuentes	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
27 #	Jams	Ghezzi	Daily Substitute	Employ, as needed	9/1/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
28 #	Victoria	Graham	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
29 #	Teri	Grannis	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
30 #	Tanya	Gray	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
31 #	John	Griffin	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
32 #	Sara	Gutkind	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
33 #	Annette	Guzman	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
34 #	Rebecca	Hare	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
35 #	Taylor	Hargis	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
36 #	Kaitlyn	Hernandez	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
37 #	Mark	Hiller	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
38 #	Kathleen	Hogan	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
39 #	Gwendolyn	Horne	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
40 #	Elkie	Ingels-Angelico	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
41 #	Antonia	Iranfar	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
42 #	Jacquelyn	James	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
43 #	Melanie	Jarvis	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%

### A. Employments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
44 #	Diane	Jerrybandhan	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
45 #	Annette	Kaighin	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
46 #	Lena	Kalemkiarian	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
47 #	Linh	Ko	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
48 #	Marjorie	Kooiman	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
49 #	Janis	Koziol	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
50 #	Tao	Kuo	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
51 #	Charles	Lee	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
52 #	Charmaine	Liccardi	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
53 #	Andrew	Lin	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
54 #	Elizabeth	Lipps	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
55 #	Sydney	Loft	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
56 #	Jared	Long	Daily Substitute	Employ, as needed	9/5/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
57 #	Cuong	Luu	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
58 #	Eric	Maldonado	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
59 #	Tina	Manuele	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
60 #	Stephen	Martinez	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
61 #	Ariane	McAndrews	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
62 #	Marita	McCarthy	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
63 #	Kelsey	McCarty	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
64 #	Linda	McDaniels	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
65 #	Julie	Michaels	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
66 #	Michelle	Montano	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%

**A. Employments (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
67 #	Mary	Moreno-Peters	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
68 #	Valeria	Nava	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
69 #	Taylor	Nestlerode	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
70 #	Deborah	Nichols	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
71 #	Bryna	Ocampo	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
72 #	Jonathan	Patterson	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
73 #	Patricia	Pickett	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
74 #	Jan	Platt	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
75 #	Joshua	Ramirez	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
76 #	Jaymin	Reed	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
77 #	Kristin	Reynolds	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
78 #	Carole	Robinson	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
79 #	Janeen	Samuelian	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
80 #	Diane	Singer	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
81 #	Kylee	Smith	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
82 #	Sigrid	Sowell	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
83 #	Deanna	Sprinkel	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
84 #	Charles	Taddei	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
85 #	James	Thompson	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
86 #	Danielle	Towles	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
87 #	Alicia	Valencia	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
88 #	Rachel	Van der Molen	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
89 #	Sandra	Washington	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%



### A. Employments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
90 #	Arvin	Wenzelberg	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
91 #	Lyle	West	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
92 #	Natalie	Young	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
93 #	Jingying	Yu	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%
94 #	Kathryn	Zeeman	Daily Substitute	Employ, as needed	8/14/19-6/3/20	District		G-00000.0	000003	\$115/day	100%

### B. Supplemental Hours/Special Assignments

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
95 #	Maria	Akl	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
96 #	Carolyn	Arberry	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
97 #	Xia	Boyle	Teacher	Assessment Advisory Committee	7/1/19-6/30/20	Plymouth	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
98 #	Nancy	Bravo	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
99 #	Lorenia	Cabello	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
100 #	Heinar	Campos	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
101 #	Gaby	Canedo	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
102 #	Ann	Casey	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
103 #	Steven	Cook	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
104 #	Jeffrey	Crowell	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
105 #	Jeffrey	Crowell	Teacher	Assessment Advisory Committee	7/1/19-6/30/20	Plymouth	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
106 #	Jocelyn	Cui	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
107 #	Kelly	Curtis	Teacher	Curriculum Advisory Committee	7/1/19-6/30/20	Plymouth	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
108 #	Jenny	Dana	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
109 #	Peter	Davis	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
110 #	Bethany	Delisi	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
111 #	Rebecka	Dimov	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%

**B. Supplemental Hours/Special Assignments (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
112 #	Lisa	Dols	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
113 #	Shawn	Duff	Teacher	HSS Pilot Training for TCI	8/21/19	MHS	NTE 2 hrs	C-07102.0	003480	\$27.00/hr	100%
114 #	Diana	Escutia-De-Jesus	Adult Ed Teacher	Professional Development	8/26/19-5/30/20	Adult Ed	NTE 20 hrs	C-63910.0	003267	\$36.40/hr	100%
115 #	Teri	Espinosa	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
116 #	Kristin	Ford	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
117 #	Leslie	Fraijo	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
118 #	Karla	Galindo	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
119 #	Elizabeth	Garcia	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
120 #	Alicia	Glass	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
121 #	Lafayette	Gooler	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
122 #	Emily	Gray	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
123 #	Andriana	Gutierrez	TOSA - Prog Specialist	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
124 #	Gabriel	Gutierrez	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
125 #	David	Haiby	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
126 #	Natalie	Harrison	Teacher	HSS Pilot Training for TCI	8/21/19	MHS	NTE 2 hrs	C-07102.0	003480	\$27.00/hr	100%
127 #	Micaela	Hedden	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
128 #	Philip	Heng	TOSA - Inst Coach	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
129 #	Tina	Hernandez	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
130 #	Katrina	Ho	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
131 #	John	Huntley	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
132 #	Ronelle	Iniego	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
133 #	Cendy	Iraheta	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
134 #	Shannon	Johnson	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%

**B. Supplemental Hours/Special Assignments (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
135 #	Paula	Langdale	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
136 #	Karen	Littlefield	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
137 #	Lorena	Loera	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
138 #	Silvia	Loera	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
139 #	Maria	Lomelin	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
140 #	Caitlin	MacDonald	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
141 #	Teresa	Macias	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
142 #	Pauline	Mariscal	TOSA - Inst Coach	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
143 #	Jennifer	Mata	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
144 #	Kylee	McClure	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
145 #	Randy	Medina	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
146 #	Alison	Meloserdoff	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
147 #	Kevin	Mercado	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
148 #	Jenny	Miura	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
149 #	Sharon	Motheral	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
150 #	Sharon	Naugle	Teacher	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
151 #	Heather	Povinelli	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
152 #	Erika	Ramirez	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
153 #	Virginia	Recendez	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
154 #	Virginia	Recendez	Teacher	Home/Hospital	8/14/19-6/5/20	PPS	As needed	G-00000.0	000196	\$32.00/hr	100%
155 #	Sheena	Rehaume	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
156 #	Traci	Robinson	Teacher	Curriculum Advisory Committee	7/1/19-6/30/20	Plymouth	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
157 #	Darcy	Ross	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%

## B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
158 #	David	Ross	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
159 #	Danyelle	Rucker	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
160 #	Tonya	Sherman	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
161 #	Carol	Sieh	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
162 #	Marilyn	Smith	Teacher	Assessment Advisory Committee	7/1/19-6/30/20	Clifton	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
163 #	Marilyn	Smith	Teacher	Curriculum Advisory Committee	7/1/19-6/30/20	Clifton	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
164 #	Diana	Soto	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
165 #	Wendy	Stewart	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
166 #	Chelsea	Strong	Teacher	Assessment Advisory Committee	7/1/19-6/30/20	Clifton	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
167 #	Chelsea	Strong	Teacher	Curriculum Advisory Committee	7/1/19-6/30/20	Clifton	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
168 #	Natacha	Taylor	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
169 #	Barbara	Terrill	Substitute Teacher	Home/Hospital	8/14/19-6/5/20	PPS	As needed	G-00000.0	000196	\$32.00/hr	100%
170 #	Graciela	Valdez	Teacher	Saturday School	8/14/19-6/1/20	MHS	As needed	C-00604.0	001450	\$32.00/hr	100%
171 #	Kathy	Watchman	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
172 #	Stacy	Wilkins	TOSA - Inst Coach	Mentor Teacher for Induction Candidate(s)	8/5/19-6/30/20	Human Resources	As needed	G-00000.0	003747	\$32.00/hr	100%
173 #	Dana	Williams	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%
174 #	Gloria	Yingling	Teacher	Scholastic Training	9/4/19	Educ Services	NTE 1 hr	C-07102.0	003891	\$27.00/hr	100%

## C. Leaves of Absences

	First Name	Last Name	Classification	Action	Effective	Site					
175 #	Bernadette	Williams	Coordinator Health Services	Approve unpaid leave of absence	10/1/19-12/31/19	PPS					

## D. Terminations

	First Name	Last Name	Classification	Action	Effective	Site					
176 #	Kaziah	Chang	Adult Ed Teacher	Resignation	7/25/19	Adult Ed					

## E. Other

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
177 #	Rhonda	Luna	Counselor	Change of funding	7/1/2019	Canyon Oaks		C-63910.0 50% G-00000.0 50%	003852	F-14	100%



**E. Other (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
178 #	Kevin	Mercado	CTE Teacher	Change of funding	8/12/2019	MHS		G-00000.0	003417	F-11	100%
179 #	Maria	Akl	Teacher	Approve stipend Instructional K-Kids	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
180 #	Gina	Ayala	Teacher	Approve stipend Cross Country	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
181 #	Gina	Ayala	Teacher	Approve stipend Girls Basketball 7th	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
182 #	Gina	Ayala	Teacher	Approve stipend Science Department Chair Split	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$400 Stipend	100%
183 #	Anne	Battle	Teacher	Approve stipend Vocational Tech Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$2730 Stipend	100%
184 #	Karla	Becerra	Teacher	Approve stipend Renaissance	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
185 #	Randall	Bell	Teacher	Approve stipend Athletic Director	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$8053 Stipend	100%
186 #	Nancy	Bravo	Teacher	Approve stipend Dual Immersion Department Chair	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$1000 Stipend	100%
187 #	Nancy	Bravo	Teacher	Approve stipend Student Newspaper	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
188 #	Nikole	Burgess	Teacher	Approve stipend Social Science Department Chair	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$1000 Stipend	100%
189 #	Nicholas	Cardet	Teacher	Approve stipend Girls Soccer	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
190 #	Nicholas	Cardet	Teacher	Approve stipend Language Arts Department Chair	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$1000 Stipend	100%
191 #	Robin	Chicca	Teacher	Approve stipend Physical Education Department Head	8/12/2019-6/3/20	MHS		C-00701.0	000234	NTE \$2730 Stipend	100%
192 #	Robin	Chicca	Teacher	Approve stipend Testing Coordinator	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1365 Stipend	100%
193 #	Jeffrey	Crowell	Teacher	Approve stipend GATE	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%

**E. Other (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
194 #	Carlos	Cuellar Chacon	Teacher	Approve stipend Math Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$3276 Stipend	100%
195 #	Carlos	Cuellar Chacon	Teacher	Approve stipend Soccer Girls - Varsity Head Coach	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$3013 Stipend	100%
196 #	Kelly	Curtis	Teacher	Approve stipend CTTF Liaison	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
197 #	Ashley	Davila	Teacher	Approve stipend Science Department Chair Split	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
198 #	Reid	Davis	Teacher	Approve stipend Golf - Head Coach	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$3013 Stipend	100%
199 #	Thomas	Dobson	Teacher	Approve stipend Robotics Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$2866 Stipend	100%
200 #	Lisa	Dolls	Teacher	Approve stipend Yearbook	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
201 #	Paul	Dols	Teacher	Approve stipend Activities Director (ASB)	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1590 Stipend	100%
202 #	Paul	Dols	Teacher	Approve stipend Renaissance Coordinator	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$4095 Stipend	100%
203 #	Anthony	Flucker	Teacher	Approve stipend Video Production Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$4914 Stipend	100%
204 #	Kristin	Ford	Teacher	Approve stipend Math & Science Academy Coordinator	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$2184 Stipend	100%
205 #	Steven	Garrison	Teacher	Approve stipend Social Science Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$2838 Stipend	100%
206 #	Lafayette	Gooler	Teacher	Approve stipend Vocal Music Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$2047 Stipend	100%
207 #	Evelia	Gutierrez-Ochoa	Teacher	Approve stipend Foreign Language Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$3003 Stipend	100%
208 #	Natalie	Harrison	Teacher	Approve stipend Humanities Academy Coordinator	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$1050 Stipend	100%

**E. Other (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
209 #	Karen	Harvey	Teacher	Approve stipend Curriculum Coordinator	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
210 #	Kristy	Kim	Teacher	Approve stipend MEO Games	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
211 #	Kristy	Kim	Teacher	Approve stipend Renaissance	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
212 #	Daniel	Magallanes	Teacher	Approve stipend Color Guard Coach	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1638 Stipend	100%
213 #	Daniel	Magallanes	Teacher	Approve stipend Director of Bands	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$4914 Stipend	100%
214 #	Daniel	Magallanes	Teacher	Approve stipend Percussion Coach	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1911 Stipend	100%
215 #	Jennifer	Mata	Teacher	Approve stipend Yearbook	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
216 #	Brendan	McQuaid	Teacher	Approve stipend Football 7th	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
217 #	Brendan	McQuaid	Teacher	Approve stipend Football 8th	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
218 #	Brendan	McQuaid	Teacher	Approve stipend Girls Basketball 8th	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
219 #	Kevin	Mercado	Teacher	Approve stipend Medical Supervisor (Sideline Medic)	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1060 Stipend	100%
220 #	Eric	Miller	Teacher	Approve stipend Yearbook ("Monrovia") Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$2730 Stipend	100%
221 #	Jessica	Notchick	Teacher	Approve stipend GATE	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
222 #	Jessica	Notchick	Teacher	Approve stipend Renaissance	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
223 #	Nathanael	Overby	Teacher	Approve stipend Musical Theater Director/Production Manager	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$2279 Stipend	100%

**E. Other (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
224 #	Nathanael	Overby	Teacher	Approve stipend Play Director/Production Manager	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$2067 Stipend	100%
225 #	Jo	Porter	Teacher	Approve stipend Animal Care Club Advisor	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
226 #	Jo	Porter	Teacher	Approve stipend F.O.R. Kindness Club Advisor	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
227 #	Erika	Ramirez Morales	Teacher	Approve stipend AVID Coordinator	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$1050 Stipend	100%
228 #	Daniel	Ray	Teacher	Approve stipend Leadership	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$2000 Stipend	100%
229 #	Susana	Reveles	Teacher	Approve stipend Admin. Designee	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$1500 Stipend	100%
230 #	Susana	Reveles	Teacher	Approve stipend Curriculum Coordinator	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
231 #	Susana	Reveles	Teacher	Approve stipend K-Kids	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
232 #	Susana	Reveles	Teacher	Approve stipend New Teacher Mentor	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
233 #	Susana	Reveles	Teacher	Approve stipend Safety Lead	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
234 #	Tiffany	Sands	Teacher	Approve stipend Visual/Performing Arts Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$2320 Stipend	100%
235 #	Carol	Sieh	Teacher	Approve stipend New Teacher Mentor	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%
236 #	Swava	Stengel	Teacher	Approve stipend Journalism ("The Wildcat") Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$3276 Stipend	100%
237 #	Chelsea	Strong	Teacher	Approve stipend Yearbook	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$2000 Stipend	100%
238 #	Hiroshi	Suzuki	Teacher	Approve stipend Boys Soccer	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%



**E. Other (continued)**

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
239 #	Hiroshi	Suzuki	Teacher	Approve stipend Math Department Chair	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$1000 Stipend	100%
240 #	Hiroshi	Suzuki	Teacher	Approve stipend Webmaster	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
241 #	Graciela	Valdez	Teacher	Approve stipend English Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$3412 Stipend	100%
242 #	Luis	Vazquez	Teacher	Approve stipend Junior Class Advisor	8/13/18-6/5/19	MHS		C-00701.0	000234	NTE \$546 Stipend	100%
243 #	Vickie	Velasco	Teacher	Approve stipend Athletic Director	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$2000 Stipend	100%
244 #	Vickie	Velasco	Teacher	Approve stipend Girls Volleyball 8th	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$500 Stipend	100%
245 #	Vickie	Velasco	Teacher	Approve stipend PE Department Chair	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$400 Stipend	100%
246 #	Vickie	Velasco	Teacher	Approve stipend Track (Split)	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$250 Stipend	100%
247 #	Vickie	Velasco	Teacher	Approve stipend Track (Split)	8/13/18-6/5/19	Clifton		C-00701.0	001190	NTE \$250 Stipend	100%
248 #	Trinity	Wedgworth	Teacher	Approve stipend Science Department Head	8/12/19-6/3/20	MHS		C-00701.0	000234	NTE \$2866 Stipend	100%
249 #	Dana	Williams	Teacher	Approve stipend New Teacher Mentor	8/13/18-6/5/19	Plymouth		C-00701.0	001254	NTE \$200 Stipend	100%

**# E. Other - Volunteers**

#	First Name	Last Name	Classification	Action	Effective	Site
250 #	Gaetano	Abbondanza	Volunteer I	Approve	8/28/19-6/30/20	MA
251 #	Tara	Abbondanza	Volunteer I	Approve	8/28/19-6/30/20	MA
252 #	Sylvia	Aguirre	Volunteer I	Approve	8/16/19-6/30/20	WR,CL
253 #	Mary Yolanda	Ahlstrom	Volunteer I	Approve	8/26/19-6/30/20	WR,MO,CL
254 #	Lisette	Alvarez	Volunteer I	Approve	8/16/19-6/30/20	MA,CL,MHS
255 #	Winnie	Alvarez	Volunteer I	Approve	8/23/19-6/30/20	CELC
256 #	Alejandra	Alvarez-Rodriguez	Volunteer I	Approve	8/28/19-6/30/20	WR,MO
257 #	Maria Socorro	Anaya	Volunteer I	Approve	8/26/19-6/30/20	MO
258 #	Gabriela	Arevalo	Volunteer I	Approve	8/21/19-6/30/20	PL
259 #	Adam	Bain	Volunteer I	Approve	8/19/19-6/30/20	MA

#-F notation

C- 00701.0 - Historical Fund      G-General Fund

### **E. Other - Volunteers (continued)**

	First Name	Last Name	Classification	Action	Effective	Site
260 #	Lindsey	Baird	Volunteer I	Approve	8/23/19-6/30/20	MA
261 #	Kristen	Baldwin	Volunteer I	Approve	8/28/19-6/30/20	MA
262 #	Shannon	Ballesteros	Volunteer I	Approve	8/16/19-6/30/20	MA
263 #	Amy	Barrocas	Volunteer I	Approve	8/19/19-6/30/20	MA
264 #	Ardena	Bartlett	Volunteer I	Approve	8/16/19-6/30/20	BR
265 #	Ana	Bednarczyk	Volunteer I	Approve	8/16/19-6/30/20	CL,WR,MHS
266 #	Delmy	Bisterfeldt	Volunteer I	Approve	8/28/19-6/30/20	MA
267 #	Shelley	Bracamonte	Volunteer I	Approve	8/23/19-6/30/20	MA
268 #	Nicole	Buono	Volunteer I	Approve	8/16/19-6/30/20	MA
269 #	Luna	Carriaga	Volunteer I	Approve	8/16/19-6/30/20	WR
270 #	Ashley	Cass	Volunteer I	Approve	8/28/19-6/30/20	MA
271 #	Heather	Castle	Volunteer I	Approve	8/26/19-6/30/20	MO
272 #	Octavio	Cesena-Castaneda	Volunteer I	Approve	8/28/19-6/30/20	MA
273 #	Dumayas	Chalyda	Volunteer I	Approve	8/16/19-6/30/20	MA
274 #	Marisol	Chavez	Volunteer I	Approve	8/19/19-6/30/20	CELC
275 #	Mary Ruth	Chavez	Volunteer I	Approve	8/19/19-6/30/20	MA
276 #	Nicole	Chavez	Volunteer I	Approve	8/16/19-6/30/20	CELC
277 #	Armeen	Chenault	Volunteer I	Approve	8/23/19-6/30/20	MA
278 #	Sonia	Ciminski	Volunteer I	Approve	8/23/19-6/30/20	PL
279 #	Adam	Collins	Volunteer I	Approve	8/16/19-6/30/20	WR
280 #	Briana	Conley	Volunteer I	Approve	8/27/19-6/30/20	MA
281 #	Kathryn	Crunk	Volunteer I	Approve	8/23/19-6/30/20	MA
282 #	Sandra	Curiel	Volunteer I	Approve	8/28/19-6/30/20	MA
283 #	Shannan	Davis	Volunteer I	Approve	8/23/19-6/30/20	MA
284 #	Monica	De Guzman	Volunteer I	Approve	8/27/19-6/30/20	CL
285 #	Gabriela	De la Cruz	Volunteer I	Approve	8/23/19-6/30/20	MA
286 #	Karen	Declue	Volunteer I	Approve	8/21/19-6/30/20	MO
287 #	Daniele	Deets	Volunteer I	Approve	8/23/19-6/30/20	MA
288 #	Jasmin	Denham	Volunteer I	Approve	8/28/19-6/30/20	MO
289 #	Tana	Desouza	Volunteer I	Approve	8/23/19-6/30/20	MA
290 #	Dominique	Diaz	Volunteer I	Approve	8/26/19-6/30/20	WR,VILLAGE
291 #	Jacqueline	Diaz	Volunteer I	Approve	8/16/19-6/30/20	BR
292 #	Maria del Carm	Diaz	Volunteer I	Approve	8/21/19-6/30/20	MO,CL
293 #	Brooke	Dodd	Volunteer II	Approve	8/27/19-6/30/20	BR,CL
294 #	Janet	Dunbar	Volunteer I	Approve	8/16/19-6/30/20	MA,BR,MO,PL,WR
295 #	Cynthia	Esparza	Volunteer I	Approve	8/23/19-6/30/20	MA
296 #	Christopher	Fajardo	Volunteer I	Approve	8/26/19-6/30/20	BR
297 #	Olga	Feld	Volunteer I	Approve	8/19/19-6/30/20	MA
298 #	Jessica	Feld-Perez	Volunteer I	Approve	8/19/19-6/30/20	MA
299 #	Amy	Feng	Volunteer I	Approve	8/16/19-6/30/20	BR
300 #	Stephen	Feng	Volunteer I	Approve	8/26/19-6/30/20	BR
301 #	Jaqueline	Flores	Volunteer I	Approve	8/20/19-6/30/20	CELC

**E. Other - Volunteers (continued)**

	First Name	Last Name	Classification	Action	Effective	Site
302 #	Maria M	Gallardo	Volunteer I	Approve	8/16/19-6/30/20	WR
303 #	Khajag	Garabedian	Volunteer I	Approve	8/28/19-6/30/20	MA
304 #	Gerardo	Garcia	Volunteer I	Approve	8/27/19-6/30/20	BR
305 #	Patricia	Garcia	Volunteer I	Approve	8/26/19-6/30/20	MO
306 #	Joanna	Gee	Volunteer I	Approve	8/23/19-6/30/20	MA
307 #	Paul	Gibson	Volunteer I	Approve	8/27/19-6/30/20	BR
308 #	Christina	Gomez	Volunteer I	Approve	8/28/19-6/30/20	MA,SF,MHS
309 #	David	Gomez	Volunteer I	Approve	8/28/19-6/30/20	MA,SF,MHS
310 #	Nancy	Gonzalez	Volunteer I	Approve	8/22/19-6/30/20	MO,CL, MHS,WR
311 #	Steve	Gonzalez	Volunteer I	Approve	8/22/19-6/30/20	MO,CL, MHS,WR
312 #	Nadinna	Guerrero	Volunteer I	Approve	8/23/19-6/30/20	MA
313 #	Sandae	Hall	Volunteer I	Approve	8/23/19-6/30/20	MA
314 #	Desiree	Harbaugh	Volunteer I	Approve	8/21/19-6/30/20	PL,SF,MHS
315 #	Arnitra	Harris	Volunteer I	Approve	8/28/19-6/30/20	WR,VILLAGE, MHS
316 #	Maral	Helwajian	Volunteer I	Approve	8/23/19-6/30/20	MA,MHS
317 #	Randy	Hernandez	Volunteer II	Approve	8/16/19-6/30/20	CELC
318 #	Patricia	Hobbs	Volunteer II	Approve	8/28/19-6/30/20	CL,MA,SF,WR,BR, MHS,MO
319 #	Kathleen	Hogan	Volunteer I	Approve	8/16/19-6/30/20	WR
320 #	Alison	Hover	Volunteer I	Approve	8/22/19-6/30/20	MHS,CL,
321 #	Stephen	Howland	Volunteer I	Approve	8/26/19-6/30/20	BR,WR
322 #	Tanida	Huang	Volunteer I	Approve	8/19/19-6/30/20	BR,CL
323 #	Clara Bo Mi	Hyun	Volunteer II	Approve	8/16/19-6/30/20	CL
324 #	Patricia	Ibarra-Castaneda	Volunteer I	Approve	8/20/19-6/30/20	WR
325 #	Sonia	Jimenez	Volunteer I	Approve	8/20/19-6/30/20	WR
326 #	Jeffrey	Johnson	Volunteer I	Approve	8/29/19-6/30/20	CL,MA
327 #	Sascha	Johnson	Volunteer I	Approve	8/28/19-6/30/20	MA
328 #	Teri	Jones	Volunteer I	Approve	8/23/19-6/30/20	MA
329 #	Tammy	Kievit	Volunteer I	Approve	8/21/19-6/30/20	MO
330 #	Hea	Kim	Volunteer I	Approve	8/28/19-6/30/20	MA
331 #	Kristen	Knight	Volunteer I	Approve	8/23/19-6/30/20	MA
332 #	Howard	Lee	Volunteer I	Approve	8/21/19-6/30/20	PL
333 #	Shirley	Lee	Volunteer I	Approve	8/21/19-6/30/20	PL
334 #	Maura	Lemon	Volunteer I	Approve	8/16/19-6/30/20	MA
335 #	Monica	Leon	Volunteer I	Approve	8/20/19-6/30/20	WR,MA
336 #	Susana	Leon-Uribes	Volunteer I	Approve	8/23/19-6/30/20	MA
337 #	Hsien Chi	Lin	Volunteer I	Approve	8/21/19-6/30/20	PL
338 #	Suzanne	Linder	Volunteer I	Approve	8/20/19-6/30/20	CL,MHS
339 #	Cynthia	Liska	Volunteer I	Approve	8/16/19-6/30/20	MA
340 #	Karen	Locken	Volunteer I	Approve	8/16/19-6/30/20	MA
341 #	Barbara	Lona	Volunteer I	Approve	8/16/19-6/30/20	MA
342 #	Lorrie Ann	Losorelli	Volunteer I	Approve	8/19/19-6/30/20	WR,CL
343 #	Courtney	Lovell	Volunteer I	Approve	8/23/19-6/30/20	MA

#-F notation

C- Cultural Fund G-General Fund

**E. Other - Volunteers (continued)**

	First Name	Last Name	Classification	Action	Effective	Site
344 #	Cecilia	Luna Gonzalez	Volunteer I	Approve	8/23/19-6/30/20	PL
345 #	Christine	Luu	Volunteer I	Approve	8/29/19-6/30/20	PL,CL
346 #	Amalia	Martinez	Volunteer I	Approve	8/26/19-6/30/20	WR
347 #	Danyelle	Martinez	Volunteer I	Approve	8/21/19-6/30/20	PL
348 #	Heather	Massarotti	Volunteer I	Approve	8/19/19-6/30/20	MA
349 #	Susan	Mcclure	Volunteer I	Approve	8/16/19-6/30/20	WR
350 #	Ufemia	Mccoy	Volunteer I	Approve	8/26/19-6/30/20	MO
351 #	Heather	Mckelvey	Volunteer I	Approve	8/29/19-6/30/20	MHS
352 #	Maria Valeria	Medel	Volunteer I	Approve	8/16/19-6/30/20	MA
353 #	Meghan	Meichtry	Volunteer I	Approve	8/28/19-6/30/20	MA
354 #	Faith	Mellinger	Volunteer I	Approve	8/19/19-6/30/20	MA,CL
355 #	Jeremy	Mo	Volunteer I	Approve	8/21/19-6/30/20	PL
356 #	Irene	Moraga	Volunteer I	Approve	8/19/19-6/30/20	MA
357 #	Alison	Muniz	Volunteer I	Approve	8/23/19-6/30/20	MA
358 #	Cesar	Munoz	Volunteer I	Approve	8/19/19-6/30/20	CL
359 #	Danielle	Munoz	Volunteer I	Approve	8/19/19-6/30/20	CL
360 #	Christel	Myers	Volunteer I	Approve	8/23/19-6/30/20	MA,CL
361 #	Jessica	Nall	Volunteer I	Approve	8/28/19-6/30/20	MA
362 #	Kristen	Olafson-Segal	Volunteer I	Approve	8/19/19-6/30/20	MA
363 #	Jennifer	Overhoff	Volunteer I	Approve	8/23/19-6/30/20	MA
364 #	Mandi	Owen	Volunteer I	Approve	8/23/19-6/30/20	MA
365 #	Jamie	Payne	Volunteer I	Approve	8/23/19-6/30/20	MA
366 #	Jennifer	Paz	Volunteer I	Approve	8/16/19-6/30/20	WR
367 #	Regina	Peck-Sobolewski	Volunteer I	Approve	8/27/19-6/30/20	MA
368 #	Adrien	Peralta	Volunteer I	Approve	8/19/19-6/30/20	BR
369 #	Lowell	Peralta	Volunteer I	Approve	8/19/19-6/30/20	BR
370 #	Joy	Pipkin	Volunteer I	Approve	8/26/19-6/30/20	PL
371 #	Jana	Pittichova	Volunteer I	Approve	8/16/19-6/30/20	WR
372 #	Lisa Ann	Reyes	Volunteer I	Approve	8/23/19-6/30/20	MA,MHS
373 #	Sara	Reyes	Volunteer I	Approve	8/26/19-6/30/20	MO
374 #	Yesenia	Reyes	Volunteer I	Approve	8/26/19-6/30/20	WR
375 #	Stacy	Robley	Volunteer I	Approve	8/21/19-6/30/20	PL
376 #	Yoceli	Romero	Volunteer I	Approve	8/26/19-6/30/20	BR
377 #	Marenette	Rondaris	Volunteer I	Approve	8/22/19-6/30/20	PL,MHS
378 #	Ronaldo	Rondaris	Volunteer I	Approve	8/22/19-6/30/20	PL,MHS
379 #	Melinda	Roth	Volunteer I	Approve	8/23/19-6/30/20	MA
380 #	Suzanne	Ruggles	Volunteer I	Approve	8/19/19-6/30/20	All Schools
381 #	Dixie	Salcedo	Volunteer I	Approve	8/20/19-6/30/20	WR
382 #	Mireille	Salem	Volunteer I	Approve	8/22/19-6/30/20	WR
383 #	Janeen	Samuelian	Volunteer I	Approve	8/21/19-6/30/20	MO
384 #	Alexxis	Sanchez	Volunteer I	Approve	8/21/19-6/30/20	MO,CL
385 #	Redy	Sanchez Sanchez	Volunteer I	Approve	8/16/19-6/30/20	MA



**E. Other - Volunteers (continued)**

	First Name	Last Name	Classification	Action	Effective	Site
386 #	Brianne	Schlageter	Volunteer I	Approve	8/26/19-6/30/20	PL
387 #	Kristen	Schneyer	Volunteer I	Approve	8/28/19-6/30/20	MA
388 #	Sarah	Schoreder	Volunteer I	Approve	8/16/19-6/30/20	WR
389 #	Ellen	Shih	Volunteer I	Approve	8/22/19-6/30/20	PL
390 #	Julianne	Shine	Volunteer I	Approve	8/23/19-6/30/20	MA
391 #	Nahid	Shirazi	Volunteer I	Approve	8/27/19-6/30/20	PL
392 #	Jesus	Sibrian	Volunteer I	Approve	8/26/19-6/30/20	MO,SF
393 #	Melody	Simmons	Volunteer I	Approve	8/26/19-6/30/20	PL,SF
394 #	Evelyn	Smeets	Volunteer I	Approve	8/16/19-6/30/20	WR
395 #	Delores	Smith	Volunteer I	Approve	8/27/19-6/30/20	BR
396 #	Yvette	Spencer	Volunteer I	Approve	8/19/19-6/30/20	PL
397 #	Amanda	Staples	Volunteer I	Approve	8/19/19-6/30/20	MA
398 #	Sophia	Stockton	Volunteer I	Approve	8/21/19-6/30/20	PL,SF
399 #	Dominique	Strivings	Volunteer I	Approve	8/27/19-6/30/20	MA,CL
400 #	Angela	Sullivan	Volunteer I	Approve	8/23/19-6/30/20	MA
401 #	Gregory	Sullivan	Volunteer I	Approve	8/23/19-6/30/20	MA
402 #	Glenn So	Sycip	Volunteer II	Approve	8/16/19-6/30/20	MHS,SF,BR
403 #	Wayne	Tao	Volunteer I	Approve	8/19/19-6/30/20	MHS
404 #	Destiny	Taylor	Volunteer I	Approve	8/28/19-6/30/20	MA
405 #	Winnie	Te	Volunteer I	Approve	8/26/19-6/30/20	PL
406 #	Jesalynne	Torres	Volunteer I	Approve	8/26/19-6/30/20	MO
407 #	Renata	Towner	Volunteer I	Approve	8/28/19-6/30/20	MA,CL,MHS
408 #	Phuong Thi	Truong	Volunteer I	Approve	8/16/19-6/30/20	MA,MHS
409 #	James Jr	Tubbs	Volunteer I	Approve	8/22/19-6/30/20	WR
410 #	Yesica	Valenzuela	Volunteer I	Approve	8/26/19-6/30/20	BR
411 #	Rachel	Van Der Molen	Volunteer I	Approve	8/26/19-6/30/20	MO
412 #	Darby	Vaughn	Volunteer I	Approve	8/27/19-6/30/20	MA
413 #	Teresa	Vazquez	Volunteer II	Approve	8/26/19-6/30/20	MO
414 #	Myriam	Vazquez Chavez	Volunteer I	Approve	8/16/19-6/30/20	MA,CL
415 #	Angela	Velandia	Volunteer I	Approve	8/26/19-6/30/20	MO
416 #	Carlos Jr.	Velavelarde	Volunteer I	Approve	8/20/19-6/30/20	WR
417 #	Amy	Verburg	Volunteer I	Approve	8/21/19-6/30/20	PL
418 #	Jessica	Vigil	Volunteer I	Approve	8/27/19-6/30/20	MA
419 #	Hermelinda	Villar Castellanos	Volunteer I	Approve	8/19/19-6/30/20	MA
420 #	Lana	Wong	Volunteer I	Approve	8/27/19-6/30/20	CL
421 #	Miriam	Wysock	Volunteer I	Approve	8/28/19-6/30/20	MA,CL
422 #	Arthur	Ybarra	Volunteer I	Approve	8/23/19-6/30/20	MA
423 #	Paula	Ybarra	Volunteer I	Approve	8/23/19-6/30/20	MA
424 #	Liu	Yinchen	Volunteer I	Approve	8/23/19-6/30/20	MA
425 #	Samantha	Young	Volunteer I	Approve	8/26/19-6/30/20	BR
426 #	Cecilia	Zamora Morales	Volunteer I	Approve	8/16/19-6/30/20	CELC

MONROVIA UNIFIED SCHOOL DISTRICT  
Personnel Assignment Report #4

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	# Rosalva	Alvarez C	Substitute Food Service Manager	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$23.90/hr.	13-G	6	NTE: 8 hours per day	8/13/19-6/3/20	003302	C	53100.0 100%
2	# Rosalva	Alvarez C	Assistant Food Service Manager Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$22.75/hr.	8-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000873	C	53100.0 100%
3	# Michael	Armas	Food Service Worker Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000046	C	53100.0 100%
4	# Rosa	Avila	Food Service Manager Extra Hours	Wild Rose	Employ: Extra hours as needed during the 2019-20 school year.	\$25.01/hr.	15-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000788	C	53100.0 100%
5	# Maria	Ayala	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$17.36/hr.	15	4	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
6	# Amanda	Baumgartner	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$16.77/hr.	3-G	4	NTE: 5 hours per day	8/9/19-6/3/20	000045	C	53100.0 100%
7	# Deborah	Bautista	Substitute Clerical Assistant III	Clifton	Employ: To assist with registration.	\$22.79/hr.	22	6	NTE: 8 hours per day	8/1/19-8/31/19	002621	G	00000.0 100%
8	# Maria	Beller	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$19.17/hr.	15	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
9	# Emily	Bradley	Food Service Worker Extra Hours	Wild Rose	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 2 hours per day	8/9/19-6/3/20	000568	C	53100.0 100%
10	# Laurie	Burton	Library Media Specialist II Extra Hours	Clifton	Employ: New Library Media Specialist II training.	\$23.36/hr.	25	5	NTE: 9 hours total	8/9/19-8/30/19	003888	G	00000.0 100%
11	# Katherine	Cardenas	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$19.69/hr.	5-D	5	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
12	# Lisa	Cardiel	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$20.70/hr.	5-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
13	# Gisela	Castaneda	Substitute Clerical Assistant III	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$17.75/hr.	22	1	Hourly, as needed	8/28/19-6/30/20	001991	G	00000.0 100%
14	# Gyorcie	Castellanos	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$20.70/hr.	5-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%

**A. Employments (continued)**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
15	# Marlene	Castillo	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$17.51/hr.	4-D	3	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
16	# Sandy	Castro	Food Service Manager Extra Hours	Mayflower	Employ: Extra hours as needed during the 2019-20 school year.	\$25.01/hr.	15-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000874	C 53100.0	100%
17	# Christine	Caudillo	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$20.70/hr.	5-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
18	# Esmeralda	Corrales	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
19	# Esmeralda	Corrales	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.5 hours per day	8/13/19-6/3/20	002554	C 90306.0	100%
20	# Renee	Dakin	Instructional Aide - Kindergarten Extra Hours	Human Resources	Employ: QAI panel member	\$19.17/hr.	15	6	NTE: 5 hours total	8/26/2019	002650	G 00000.0	100%
21	# Jennifer	De La O	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$18.15/hr.	2-G	6	NTE: 5 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
22	# Alicia	Escobar	Production Center Manager Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$29.01/hr.	30-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000401	C 53100.0	100%
23	# Christina	Eslava	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$18.24/hr.	15	5	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
24	# Ana	Felix	Food Service Worker Extra Hours	Monroe	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 5 hours per day	8/9/19-6/3/20	000541	C 53100.0	100%
25	# Kristin	Fontaine	Substitute Clerical Assistant III	Clifton	Employ: To assist with registration.	\$17.75/hr.	22	1	NTE: 8 hours per day	8/1/19-8/31/19	002621	G 00000.0	100%
26	# Ruth	Fournier	Substitute Campus Assistant	Santa Fe	Employ: To substitute as needed during the 2019-20 school year.	\$14.61/hr.	4	6	Hourly, as needed	8/14/19-6/3/20	003807	G 00000.0	100%
27	# Belle	Gagne	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$20.32/hr.	4-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
28	# Ana	Garcia	Food Service Worker Extra Hours	Bradoaks	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000053	C 53100.0	100%
29	# Erica	Garcia	Food Service Worker Extra Hours	Wild Rose	Employ: Extra hours as needed during the 2019-20 school year.	\$16.13/hr.	12	4	NTE: 4.5 hours per day	8/9/19-6/3/20	000568	C 53100.0	100%

**A. Employments (continued)**

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
30	#	Bencia	Gomez	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$20.32/hr.	4-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
31	#	Maria	Gonzalez	Health Clerk Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$18.70/hr.	18	4	Hourly, as needed	8/12/2019	003749	G	00000.0 100%
32	#	Hermann	Goss	Food Service Manager Extra Hours	Monroe	Employ: Extra hours as needed during the 2019-20 school year.	\$23.80/hr.	15-G	5	NTE: 8 hours per day	8/9/19-6/3/20	000755	C	53100.0 100%
33	#	Edgar	Gracia	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$16.91/hr.	20	1	Hourly, as needed	8/14/19-6/30/20	000137	G	00000.0 100%
34	#	Marlene	Gutierrez	Substitute Instructional Aide - Kindergarten	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$16.51/hr.	15	3	Hourly, as needed	8/14/19-6/3/20	003432	G	00000.0 100%
35	#	Maha	Hanson	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$19.56/hr.	2-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0 100%
36	#	Grace	Hernandez	Substitute Instructional Assistant-Behavior 1:1	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$21.70/hr.	20	6	Hourly, as needed	8/14/19-9/6/19	003628	C	65000.0 100%
37	#	Liliana	Hernandez	Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$15.34/hr.	12	3	NTE: 6 hours per day	8/13/19-6/3/20	001612	C	53100.0 100%
38	#	Liliana	Hernandez	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$15.34/hr.	12	3	NTE: 6 hours per day	8/13/19-6/3/20	002554	C	90306.0 100%
39	#	Liliana	Hernandez	Food Service Worker Extra Hours	Bradoaks	Employ: Extra hours as needed during the 2019-20 school year.	\$15.34/hr.	12	3	NTE: 6 hours per day	8/9/19-6/3/20	000053	C	53100.0 100%
40	#	Margarita	Hernandez	Substitute Campus Assistant	Santa Fe	Employ: To substitute as needed during the 2019-20 school year.	\$14.61/hr.	4	6	Hourly, as needed	8/14/19-6/3/20	003807	G	00000.0 100%
41	#	Nancy	Hernandez	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000045	C	53100.0 100%
42	#	Nancy	Hernandez	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/13/19-6/3/20	002554	C	90306.0 100%
43	#	Marivel	Jimenez	Substitute Campus Assistant	Santa Fe	Employ: To substitute as needed during the 2019-20 school year.	\$14.61/hr.	4	6	Hourly, as needed	8/14/19-6/3/20	003807	G	00000.0 100%
44	#	Marivel	Jimenez	Substitute Campus Supervisor	CO/MP	Employ: To substitute as needed during the 2019-20 school year.	\$15.69/hr.	17	1	Hourly, as needed	8/20/19-6/3/20	003218	G	00000.0 100%



**A. Employments (continued)**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
45	# Aja	Jones	Health Assistant II Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$20.65/hr.	26	2	Hourly, as needed	8/12/2019	003749	G 00000.0	100%
46	# Aja	Jones	Health Assistant II Extra Hours	Clifton	Employ: Contractual	\$20.65/hr.	26	2	NTE: 42 hours total	7/1/19-6/30/20	001735	G 00000.0	100%
47	# Julie	Kilbury	Library Media Specialist II Extra Hours	Clifton	Employ: Training new Library Media Specialist II.	\$24.55/hr.	25	6	NTE: 12 hours total	8/9/19-8/30/19	003826	G 00000.0	100%
48	# Diana	Lee	Food Service Worker Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000046	C 53100.0	100%
49	# Lia	Liem	Food Service Worker Extra Hours	Monroe	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000541	C 53100.0	100%
50	# Veronica	Lizama Juarez	Tutor	District-wide	Employ: Tutoring program (reimbursed through Citrus College)	\$12.00/hr.	Flat	Rate	Hourly, as needed	8/1/19-6/30/20	000304	G 00000.0	100%
51	# Virginia	Logsdon	Substitute Health Assistant II	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$25.15/hr.	26	6	Hourly, as needed	8/14/19-6/30/20	001616	G 00000.0	100%
52	# Jared	Long	Music Coach	Elementary Sites	Employ: Elementary beginning band instruction, performances, and meetings.	\$32.00/hr.	Flat	Rate	NTE: 25 hours per month.	8/1/19-6/30/20	002819	C 90501.0 G 00000.0	16.5% 83.5%
53	# Mary-Cu	Magallanes	Substitute Food Service Manager	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$23.27/hr.	14-G	5	NTE: 8 hours per day	8/13/19-6/3/20	003302	C 53100.0	100%
54	# Mary-Cu	Magallanes	Assistant Food Service Manager Extra Hours	MHS/CELC	Employ: Extra hours as needed during the 2019-20 school year.	\$22.15/hr.	9-G	5	NTE: 8 hours per day	8/9/19-6/3/20	001206	C 53100.0	100%
55	# Rosa	Manriquez	Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$15.77/hr.	5-G	2	NTE: 6 hours per day	8/13/19-6/3/20	001612	G 53100.0	100%
56	# Rosa	Manriquez	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$15.77/hr.	5-G	2	NTE: 6 hours per day	8/13/19-6/3/20	002554	C 90306.0	100%
57	# Rosa	Manriquez	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$15.77/hr.	5-G	2	NTE: 6 hours per day	8/9/19-6/30/20	000045	C 53100.0	100%
58	# Maria	Marquez	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$19.94/hr.	3-D	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
59	# Denise	Marron	Health Assistant II Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$25.15/hr.	26	6	Hourly, as needed	8/12/2019	003749	G 00000.0	100%
60	# Denise	Marron	Health Assistant II Extra Hours	MHS	Employ: Contractual	\$25.15/hr.	26	6	NTE: 42 hours total	7/1/19-6/30/20	001735	G 00000.0	100%

**A. Employments (continued)**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
61	# Rachel	Marron	Food Service Worker Extra Hours	Mayflower	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000068	C 53100.0	100%
62	# Deena	Mattox	Substitute Campus Assistant	Santa Fe	Employ: To substitute as needed during the 2019-20 school year.	\$14.61/hr.	4	6	Hourly, as needed	8/14/19-6/3/20	003807	G 00000.0	100%
63	# Tricia	McCown	Food Service Worker Extra Hours	Santa Fe	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000542	C 53100.0	100%
64	# Juan	Mendez	Food Service Worker Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$13.87/hr.	12	1	NTE: 5 hours per day	8/9/19-6/3/20	000046	C 53100.0	100%
65	# Alice	Miller	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$16.98/hr.	5-D	2	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
66	# Erinn	Milligan	Substitute Instructional Aide - Kindergarten	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$15.72/hr.	15	2	Hourly, as needed	8/14/19-6/3/20	003432	G 00000.0	100%
67	# Sonia	Monserratte	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
68	# Daizy	Murillo	Food Service Worker Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$15.34/hr.	12	3	NTE: 6 hours per day	8/9/19-6/3/20	000046	C 53100.0	100%
69	# Mary	Oatman	Music Coach	Elementary Sites	Employ: Elementary beginning band instruction, performances, and meetings.	\$32.00/hr.	Flat	Rate	NTE: 25 hours per month.	8/1/19-6/30/20	002819	C 90501.0 G 00000.0	16.5% 83.5%
70	# Sonia	Obregon	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$16.35/hr.	3-D	2	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
71	# Sonia	Obregon	Substitute Instructional Aide - Kindergarten	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$15.72/hr.	15	2	Hourly, as needed	8/14/19-6/3/20	003432	G 00000.0	100%
72	# Cassandra	Ochoa	Music Coach	Elementary Sites	Employ: Elementary beginning band instruction, performances, and meetings.	\$32.00/hr.	Flat	Rate	NTE: 25 hours per month.	8/1/19-6/30/20	002819	C 90501.0 G 00000.0	16.6% 83.4%
73	# Tamara	Olguin	Extended School Program Manager Extra Hours	VESP	Employ: To complete lesson plans for sites and the ASES Outcome based report for 2018-19.	\$23.94/hr.	24	6	NTE: 20 hours total	8/29/19-9/30/19	001729	C 90501.0	100%
74	# Rosemarie	Orosco	Food Service Worker Extra Hours	Bradoaks	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000053	C 53100.0	100%

**A. Employments (continued)**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
75	# Araceli	Paez	Substitute Campus Assistant	Santa Fe	Employ: To substitute as needed during the 2019-20 school year.	\$14.61/hr.	4	6	Hourly, as needed	8/14/19-6/3/20	003807	G 00000.0	100%
76	# Christina	Paez	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$16.51/hr.	15	3	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
77	# Amanda	Parker	Food Service Manager Extra Hours	Bradoaks	Employ: Extra hours as needed during the 2019-20 school year.	\$23.80/hr.	15-G	5	NTE: 8 hours per day	8/9/19-8/29/19	000381	C 53100.0	100%
78	# Colleen	Partridge	LVN/Instructional Asst. Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$23.94/hr.	24	6	Hourly, as needed	8/12/2019	003749	G 00000.0	100%
79	# Barbara	Pondo	Health Clerk Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$20.65/hr.	18	6	Hourly, as needed	8/12/2019	003749	G 00000.0	100%
80	# Sagrario	Proels	Food Service Worker Extra Hours	Santa Fe	Employ: Extra hours as needed during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.25 hours per day	8/9/19-6/3/20	000542	C 53100.0	100%
81	# Sagrario	Proels	Substitute After School Activity Leader	VESP	Employ: To substitute as needed during the 2019-20 school year.	\$19.17/hr.	15	6	Hourly, as needed	8/14/19-6/5/20	002274	C 90501.0	100%
82	# Michael	Prusia	Food Service Manager Extra Hours	Plymouth	Employ: Extra hours as needed during the 2019-20 school year.	\$25.01/hr.	15-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000191	C 53100.0	100%
83	# Lisa	Quintana	Food Service Worker Extra Hours	Plymouth	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 5 hours per day	8/9/19-6/3/20	000165	C 53100.0	100%
84	# Dolores	Quintero	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
85	# Catalina	Ramirez	Food Service Worker Extra Hours	Plymouth	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000165	C 53100.0	100%
86	# Raquel	Ramirez	Food Service Worker Extra Hours	Santa Fe	Employ: Extra hours as needed during the 2019-20 school year.	\$18.86/hr.	4-G	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000542	C 53100.0	100%
87	# Mildred	Ramos	Food Service Manager Extra Hours	Santa Fe	Employ: Extra hours as needed during the 2019-20 school year.	\$22.24/hr.	21	6	NTE: 8 hours per day	8/9/19-6/3/20	000237	C 53100.0	100%
88	# Tomasa	Rios	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
89	# Tomasa	Rios	Substitute Food Service Manager	MHS	Employ: To substitute as needed during the 2019-20 school year.	\$20.52/hr.	15-G	2	NTE: 8 hours per day	8/9/19-6/3/20	003302	C 53100.0	100%

**A. Employments (continued)**

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent	
90	#	Tomas	Rios	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.5 hours per day	8/13/19-6/3/20	002554	C	90306.0	100%
91	#	Silvia	Rivas	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed for catering during the 2019-20 school year.	\$13.87/hr.	12	1	NTE: 6 hours per day	8/13/19-6/3/20	002554	C	90306.0	100%
92	#	Silvia	Rivas	Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2019-20 school year.	\$13.87/hr.	12	1	NTE: 6 hours per day	8/13/19-6/3/20	001612	G	53100.0	100%
93	#	Silvia	Rivas	Food Service Worker Extra Hours	Mayflower	Employ: Extra hours as needed during the 2019-20 school year.	\$13.87/hr.	12	1	NTE: 6 hours per day	8/9/19-6/3/20	000068	C	53100.0	100%
94	#	Crystal	Rodriguez	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$15.72/hr.	15	2	NTE: 30 hours total	8/1/19-6/30/20	000583	C	61050.0	100%
95	#	Khristine	Rodriguez	Food Service Worker Extra Hours	Plymouth	Employ: Extra hours as needed during the 2019-20 school year.	\$19.22/hr.	5-G	6	NTE: 4.5 hours per day	8/9/19-6/3/20	000165	C	53100.0	100%
96	#	Hilda	Roque	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$16.93/hr.	12	5	NTE: 5 hours per day	8/9/19-6/3/20	000045	C	53100.0	100%
97	#	Lorena	Rosales	Clerical Assistant I Extra Hours	Wild Rose	Employ: Additional clerical support.	\$20.13/hr.	17	6	Hourly, as needed	8/1/19-6/3/20	000841	G	00000.0	100%
98	#	Jennifer	Sanchez	Food Service Worker Extra Hours	Mayflower	Employ: Extra hours as needed during the 2019-20 school year.	\$16.13/hr.	12	4	NTE: 5 hours per day	8/9/19-6/3/20	000068	C	53100.0	100%
99	#	Janis	Sands	Instructional Aide - Kindergarten Extra Hours	Human Resources	Employ: QAI panel member	\$19.17/hr.	15	6	NTE: 5 hours total	8/26/2019	002650	G	00000.0	100%
100	#	Fawntaine	Saxton	Food Service Worker Extra Hours	Wild Rose	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 5.5 hours per day	8/9/19-6/3/20	000568	C	53100.0	100%
101	#	Catherine	Shepard	Food Service Worker Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$16.93/hr.	12	5	NTE: 5 hours per day	8/9/19-6/3/20	000046	C	53100.0	100%
102	#	Jose	Simuta	School Office Manager Extra Hours	Clifton	Employ: Alarm calls after school.	\$21.70/hr.	26	3	Hourly, as needed	7/1/19-6/30/20	003764	G	00000.0	100%
103	#	Richard	Tamez	Food Service Manager Extra Hours	Clifton	Employ: Extra hours as needed during the 2019-20 school year.	\$23.90/hr.	13-G	6	NTE: 8 hours per day	8/9/19-6/3/20	000572	C	53100.0	100%
104	#	Rebecca	Taylor	LVN/Instructional Asst. Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$23.94/hr.	24	6	Hourly, as needed	8/12/2019	003749	G	00000.0	100%
105	#	Danielle	Torres	Food Service Worker Extra Hours	Monroe	Employ: Extra hours as needed during the 2019-20 school year.	\$15.34/hr.	12	3	NTE: 6 hours per day	8/9/19-6/3/20	000541	C	53100.0	100%



**A. Employments (continued)**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
106	# Mario	Tyler	Head Custodian II Extra Hours	Clifton	Employ: Alarm calls after school.	\$25.15/hr.	26	6	Hourly, as needed	7/1/19-6/30/20	002781	G 00000.0	100%
107	# Cathy	Ulmer	Food Service Worker Extra Hours	Santa Fe	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 3 hours per day	8/9/19-6/3/20	000542	C 53100.0	100%
108	# Jeanett	Villalba	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$19.17/hr.	15	6	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%
109	# Victoria	Waldon	Health Clerk Extra Hours	District-wide	Employ: Extra hours for District and site needs.	\$20.65/hr.	18	6	Hourly, as needed	8/12/2019	003749	G 00000.0	100%
110	# Jeanette	Walters	Campus Assistant Extra Hours	Monroe	Employ: Child care for meetings.	\$14.61/hr.	4	6	Hourly, as needed	8/15/19-6/30/20	003814	G 00000.0	100%
111	# Donna	Wheeler	Food Service Worker Extra Hours	MHS	Employ: Extra hours as needed during the 2019-20 school year.	\$17.79/hr.	12	6	NTE: 4.25 hours per day	8/9/19-6/3/20	000045	C 53100.0	100%
112	# Simone	Wright	Preschool Developmental Aide Extra Hours	CELC	Employ: Professional Development	\$17.84/hr.	5-D	3	NTE: 30 hours total	8/1/19-6/30/20	000583	C 61050.0	100%

**B. Leaves of Absence**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
113	# Hermann	Goss	Food Service Manager	Monroe	Unpaid Leave of Absence	\$4125.83/mo	15-G	5	8 hr./d.; 9 mo./yr.	8/26/19-12/13/19	000754	C 53100.0	100%
114	# Christina	Paez	Preschool Developmental Aide	CELC	Unpaid Leave of Absence	\$16.51/hr.	15	3	3 hr./d.; 9 mo./yr.	8/23/19-11/4/19	000254	C 61050.0	100%
115	# Deicy	Saucedo	Instructional Aide - Kindergarten	Monroe	Unpaid Leave of Absence	\$15.72/hr.	15	2	3 hr./d.; 9 mo./yr.	8/21/19-12/21/19	001974	G 00000.0 C 30100.0	20% 80%

**C. Resignations**

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
116	Amy	Gould	Campus Assistant	Mayflower	Voluntary Resignation	\$14.61/hr.	4	6	2 hr./d; 9 mo./yr.	9/13/2019 (revised; originally reported on the 8/28/2019 Board report)	003796	G 00000.0	100%
117	Morgan	Joyner	Instructional Aide - Kindergarten	Mayflower	Voluntary Resignation	\$19.17/hr.	15	6	3 hr./d.; 9 mo./yr.	9/20/2019	001947	G 00000.0 C 30100.0	20% 80%
118	# Barbara	Pondo	Health Clerk	Mayflower	Voluntary Resignation	\$20.65/hr.	18	6	3.5 hr./d.; 9 mo./yr.	9/5/2019	003608	G 00000.0	100%

**D. Changes of Status**

None

**E. Other**

		First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
119	#	Genessee	Tate	Walk-on Coach	MHS	Employ: JV Varsity Girls Volleyball Co-Head Coach	\$1,114.00 stipend paid over 4 months	7/1/19-6/30/20	000206	C 00701.0	100%
120	#	John	Van Deventer	Walk-on Coach	MHS	Employ: Varsity Girls Volleyball Head Coach	\$3,799.00 stipend paid over 7 months	7/1/19-6/30/20	000206	C 00701.0	100%

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 13. 19/20-4003 – RENEWAL OF SUBSCRIPTION WITH CERTICA SOLUTIONS

#### RECOMMENDATION

The Board of Education is requested to approve a one year subscription renewal with Certica Solutions.

#### Rationale:

The District uses Certica Certify to continuously monitor, measure and report on data errors within our Aeries Student Information System and would like to continue the use of this product.

#### Background:

The District has used Certica Certify since September 1, 2010. Certify promotes a daily, proactive process by automatically reading our Aeries databases each night, and sending email alerts to notify district and school personnel about potential data issues that need to be reviewed, monitored or corrected. This helps the District to maintain more accurate data to support state reporting validation and compliance monitoring.

#### Budget Implication (\$ Amount):

This will impact the Technology Services Budget by \$5,886.20 for the 2019-2020 school year.

## ATTACHMENTS

- [Monrovia USD - Inv 8482.pdf](#)

**Certica Solutions, Inc.**

Dept 3369

PO Box 123369

Dallas, TX 75312-3369

# Invoice

Date	Invoice #
8/7/2019	8482

Bill To
Monrovia Unified School District Attn: Accounts Payable 325 East Huntington Drive Monrovia, CA 91016

Ship To
NOTE: Software is hosted, so no physical shipment occurs.

P.O. Number	Terms
See attached notice	Net 30
Description	Amount
Annual subscription license renewal for Certify Application Edition software (at \$1.10 per student annually) for the period of September 1, 2019 to August 31, 2020 for the following configuration: <ul style="list-style-type: none"><li>- Number of Distinct Student Records: 5,442</li><li>- Number of Users: Unlimited</li><li>- Includes Certify Rule Library</li><li>- Includes CertifyCALPADS Rule Library</li><li>- Includes CertifySEIS Rule Library</li></ul> NOTE: Software is hosted, so sales tax is not applicable.	5,986.20
	<b>Total \$5,986.20</b>

**We encourage you to send payments electronically via ACH credit to:****Certica Solutions, Inc.**  
**Routing #: 121140399**  
**Account #: 3300564502****PH: 855-766-9916****FEIN #: 54-2027292**  
**DUNS # 11-035-5075****FAX: 781-240-0420**



June 24, 2019

## SUBSCRIPTION RENEWAL NOTICE

<b>Customer:</b>	Monrovia Unified School District
<b>Customer Contact Information:</b>	<b>Name:</b> Charles Poovakan <b>Email:</b> cpoovakan@monroviaschools.net <b>Phone:</b> (626) 471-2015
Is Customer Contact Information correct?  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>If No:</b> Please update information below:  Contact Name: _____  E-Mail: _____  Phone: _____

### SUBSCRIPTION RENEWAL INFORMATION:

<b>Current Subscription End Date:</b>	<b>8/31/2019</b>
<b>Product(s) Subscribed:</b>	<b>Certify Application Edition (Annual Subscription)</b>
<b>Configuration Subscribed:</b>	<ul style="list-style-type: none"><li>• Number of Distinct Student Records<sup>1</sup> – 5,442</li><li>• Number of Users: Unlimited</li><li>• Includes: Certify Rule Library; CertifyCALPADS Rule Library; CertifySEIS Rule Library</li></ul>
<b>Renewal Period:</b>	<b>9/1/2019 through 8/31/2020</b>
<b>Renewal Subscription Fee<sup>2</sup>:</b>	<b>\$5,986.20</b> <small>California sales tax is <u>not</u> payable on this subscription fee, as the software is delivered as a hosted service.</small>

<b>RENEWAL INSTRUCTIONS:</b>	<ul style="list-style-type: none"><li>• Please complete and return via email or fax at least 30 days prior to the Current Subscription End Date:  <b>Email:</b> orders@certicasolutions.com <b>Fax:</b> (781) 240-0420</li><li>• For questions, contact Wendy Aldrich at (877) 456-8949 x5103</li></ul>
Is a Purchase Order Required to Invoice?  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>If Yes:</b> Forward Purchase Order together <u>or</u> separately from this form per the Renewal Instructions.  <b>If No:</b> Please sign below authorizing issuance of invoice to contact person based on information above:  Name: _____  Title: <u>CTO</u>

<sup>1</sup> The Number of Distinct Student Records for a district is defined as the official enrollment most recently published by the state education agency in the district's state at the time renewal notice was issued.

<sup>2</sup> The current list price for the product being purchased is \$1.10 per student, per year.



# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 14. 19/20-4005 - RENEWAL OF CONTRACT FOR RAPID IDENTITY SOFTWARE BY IDENTITY AUTOMATION

#### RECOMMENDATION

The Board of Education is requested to approve a one-year (1) renewal agreement with Identity Automation LP, for the periods of October 27, 2019 through October 26, 2020.

#### Rationale:

To address the goal to streamline and automate the data transfer between the myriad student and staff data systems. This system has helped improve the efficiency and effectiveness of information management processes, creating a standard method to automate data transfers.

#### Background:

Monrovia Unified School District uses multiple electronic data systems to manage, store, and report data about our various activities and functions. For example we use Aeries for student attendance and reporting, SEIS for special education data, Meals Plus to track meals, Google Applications to provide e-mail, etc. Managing the information in these systems is done manually or with custom connectors. The Identity Automation solution has allow us to sync the data transfer process.

#### Budget Implication (\$ Amount):

This will impact the Technology budget \$5,232.50

## ATTACHMENTS

- [Renewal Quote\\_Monrovia USD.pdf](#)



## Identity Automation LP

7102 N. Sam Houston Pkwy. W. Ste 300  
Houston, TX 77064

## Renewal Quote

Quote # : RQT-04108

Quote Date : 08/27/2019

Valid up to : 09/26/2019

### Ship to :

#### Monrovia Unified School District

325 E Huntington Dr

Monrovia, CA 91016

United States

Item	Description	Unit	Quantity	Unit Price	Amount
RI-EDU-ALM	Automated Lifecycle Management - Annual Subscription POP: 10/27/19 - 10/26/20	Each	455	\$11.50	\$5,232.50
				SUBTOTAL	\$5,232.50
				TOTAL	\$5,232.50

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 15. 19/20-4006 - AERIES SOFTWARE SUBSCRIPTION RENEWAL

#### RECOMMENDATION

The Board of Education is requested to approve the Aeries Software Subscription Renewal 2019-2020 School Year

#### Rationale:

Renewal of Aeries Hosting a cloud-based data hosting and back-up solution that allow Aeries to provide the District full data hosting and management, including, but not limited to, integration with curriculum software, hourly automated backups, as well as data and disaster recovery. Aeries EM2 s a specialized application designed to provide school and district administrators with untethered mobile access to student information when they need it most. Aeries Online Enrollment allows parents to quickly start the process of enrolling a new student for school with a simple online form.

#### Background:

The District rolled out the web-based version of Aeries that allow access to Aeries via a web browser, student information on their mobile device in an easy to use manner and online enrollment for new students.

#### Budget Implication (\$ Amount):

The cost for this Aeries Software Subscription renewal will be \$42,844.00. Funding will be paid by Technology and S&C.

#### Additional Information:

The Aeries software renewal proposal is attached.

## ATTACHMENTS

- [Maint Sales Invoice-M&S-7074.pdf](#)



**PLEASE REMIT TO:**

**Aeries Software**  
 770 The City Dr. S.  
 Suite 6500  
 Orange, CA 92868

**BILL TO**

Monrovia Unified School District  
 325 E Huntington Dr  
 attn: Accounts Payable  
 Monrovia, CA 91016

**INVOICE NO.** M&S-7074

**DATE** 09/01/2019

**TERMS** Net 30

**P.O. NO.**

*Please make all checks payable to Aeries Software and include a copy of this invoice with your check. If you have any questions, please contact Connie Castillo at [conniec@aeries.com](mailto:conniec@aeries.com) or (888) 487-7555*

**Message:**

Quantity	Description	Unit Price	Start Date	End Date	Total Amount
5442	Software License/Support Subscription	2.00	09/01/2019	08/31/2020	\$10,884.00
5442	Aeries ASP Hosting Services Subscription	3.00	09/01/2019	08/31/2020	\$16,326.00
19	Aeries ASP Subscription - Additional/Prior Years Databases	250.00	09/01/2019	08/31/2020	\$4,750.00
5442	Aeries EM2 App	0.50	09/01/2019	08/31/2020	\$2,721.00
5442	Aeries Online Enrollment	1.50	09/01/2019	08/31/2020	\$8,163.00
<b>SUBTOTAL</b>					42,844.00
<b>TOTAL</b>					42,844.00
<b>AMOUNT RECEIVED</b>					\$0.00
<b>AMOUNT DUE</b>					\$42,844.00





# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 1. 19/20-2037 - CONTRACT WITH TERRA PAVE, INC. FOR MONROVIA HIGH SCHOOL COLORADO DRIVEWAY ASPHALT REPLACEMENT

## RECOMMENDATION

The Board of Education is requested to award the contract to Terra Pave, Inc. in the amount of \$14,600 to remove and replace approximately 1,700 square feet of failed asphalt at the Colorado entrance driveway.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,  
Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

## Rationale:

The Board's approval will allow the District to start asphalt replacement.

## Background:

Due to aging, wear and tear, the deteriorated condition of the failed asphalt is in need of complete replacement. An invitation for the project was sent to three (3) companies. The District received a response from Terra Pave, Inc. and Mission Paving with no information from Bashford Enterprise. Terra Pave provided a lower cost proposal and Mission Paving's proposal came at a higher cost of \$20,350.

## Budget Implication (\$ Amount):

The project cost of \$14,600 will be funded through the Capital Outlay Fund.

## Legal References:

Public Contract Code 20111 requires that construction projects exceeding the contract limits of \$15,000.00 be subject to public bid, unless there is an exception. CUPCAA Exception. Exception to this general rule for school districts and other local agencies that elect to be subject to the California Uniform Public Construction Cost Account Act (CUPCCAA) (PCC 2200 – 22045).

## Additional Information:

A copy of the proposal is attached.

## ATTACHMENTS

- [BA Item 2037\(b\) Contract with Terra Pave for MHS Asphalt Replacement 9-11-19.pdf](#)



12115 RIVERA ROAD, WHITTIER, CA 90606  
(562) 693-7283 FAX (562) 945-0686  
LIC. # 456836 DIR # 1000000807

## PROPOSAL AND CONTRACT

Customer:	Monrovia USD	Date:	8/29/2019
Street Address		Phone:	626.471.2901
City, State, Zip		Fax:	
		Contact:	Fernando

Terra Pave agrees to furnish all labor, materials, and equipment in a good workmanlike manner, for the completion of the work described hereunder.

JOB ADDRESS:	Colorado Blvd. South Entrance Rd.	Onsite
	845 W. Colorado Blvd.	Regular Working Hours
	Monrovia, CA 91016	Monday - Friday 7am - 4pm

### 1 MOVE:

- Remove up to 4" existing asphalt - approx. 1,700 SF
- Haul off spoils as required (excludes any petromat removals)
- Grade removal area and proof roll to firm and unyielding - approx. 1,700 SF
- Construct 4" asphalt concrete in a single lift - approx. 1,700 SF

**BASE BID: \$14,600 - good through 10/31/2019 \*\*\***

**\*\*Unforeseen wet or soft subsurface, moving displaced pavement, or petromat fabric will incur additional costs\*\***

**Alt: remove additional 2" asphalt and replace with 2" asphalt \$3.00 SF**

**Alt: additional fee for dumping petromat fabric add \$400/Load**

Subject to terms and conditions on page 2

### **Exclusions (Unless Specified Above):**

Tests, Permits or Fees, Design, Engineering or Surveying, Construction Water, Sawcut or Removals, Subgrade Scarify or Recompaction, Backfill, Base for Concrete / Others, Weedkiller, Prime Coat, Seal Coat, Drainage < 1% fall, Utility Adjustments, Patching for Utilities / Others, Barricades or Traffic Control, Striping, Signage, Bumpers, Domes, ADA Compliance, Bonds (add 1.5%), PSA, PLA, CWA, Union Laborers or Operators, Prevailing Wage.

### **Payment Schedule: Cash on Completion**

1 Move(s). Prices are firm through: **10/31/2019** . If this proposal is accepted 30 Days

If account is not paid when due, interest will be charged at the rate of 1.5% per month. Any attorneys' fees, costs or other expense which may be incurred in the collection of monies due under this contract, will be paid for by the buyer.

I/We accept this proposal. You are authorized to perform the work proposed above and I/We agree to pay the said amount in accordance with the payment schedule and the terms and conditions set forth on the reverse side. This agreement, made and entered into at Whittier, CA by and between:

Company Name Monrovia USD  
Accepted by \_\_\_\_\_  
Date \_\_\_\_\_

Terra Pave, Inc.  
Submitted by Joseph Knies Ext. 210  
Accepted by \_\_\_\_\_  
Date \_\_\_\_\_  
[joseph@terrapave.com](mailto:joseph@terrapave.com)

## Terms & Conditions of Contract

1. The term "fine" grade shall mean that present grades are within .10 foot plus or minus of finish subgrade and existing dirt will balance to finish subgrade elevation. Unless otherwise specified the terms grade and grading does not imply the movement of subgrade material on or off the job site. An extra charge will be made for the excess dirt moved, hauled away or fill brought in unless specified.
2. When the rate of drainage is less than 1% (12 inches in 100 feet) Terra Pave, Inc. shall not be liable for bird baths, puddles, ponding or poor drainage and/or consequent failures.
3. Terra Pave, Inc. shall have no liability and is hereby released from:
  - a) Any damage to subgrade installations, underground pipes, conduits, and/or objects not visible from the surface of the ground.
  - b) Any damage to approaches including sidewalks and existing paving by reason of ingress from the street to the area to be paved by Terra Pave, Inc., its agents, employees, subcontractors and suppliers.
  - c) Terra Pave, Inc. assumes no responsibility or liability for any occurrences or damages resulting from or related to site, soil or subsurface conditions including, but not limited to, degree of compaction, contamination and hazardous materials, ground water, percolating water drainage, rocks, filled ground, composition, expansive soil or earth movement from any cause whatsoever, or for any other site condition not known by contractor at the time of the execution of this contract.
4. If account is not paid when due, interest will be charged at the rate of 1.5% per month. Any attorneys' fees, costs or other expenses which may be incurred in the collection of the monies due under this contract, will be paid for by the buyer.
5. Buyer agrees to give written notice of any shortage or defect within five days after delivery of material or within five days after the completion of the contract. No claims will be allowed thereafter. No allowances will be made for labor, material, repairs, alterations or back charges without our written consent.
6. Water and permits necessary for completion of job shall be furnished by owner, general contractor or buyer ordering the work.
7. Where this agreement involves any work on public right of way, any permit, inspection fee or license charged will be in addition to price quoted, unless specifically stated otherwise.
8. This contract is subject to contingencies of manufacture, strikes, fires, embargoes, regulations by government, delays in transit and construction due to breakdown, inclement weather, acts of God, and to any other contingencies beyond our control.
9. All taxes of any nature whatever, now or hereafter levied by any government, federal, state or local, upon or measured by the sales of manufacture of any product covered hereby shall be paid by the buyer.
10. If at any time, in our opinion, the financial responsibility of the buyer becomes impaired or unsatisfactory, we reserve the right to require payment in advance. Terra Pave, Inc., reserved the right to barricade and restrict access to pavement until such times as payment is made as agreed.
11. This contract is based on unfilled land with bearing pressure minimum of 1,600 pounds per square foot.
12. Owner agrees not to interfere with the progress of the work in any respect, and not to permit any workman, other than those of the contractor, to work at or in the immediate vicinity of the area being worked until contractor's work is completed. This contract price is based upon seller being able to perform the mentioned contract work in one continuous operation unless otherwise stated. Should said installation be interrupted for any reason other than the one for which seller is responsible, it is agreed that reasonable "move out" and "move in" charges incurred by seller, by reason of said interruption shall be added to the contract price. All cost and expense incurred by seller incurring any damage to the job in process caused by owner, and or other contractors or subtraders, shall be added to the contract price and shall be authorized by change order prior to undertaking said additional cost and expense.
13. Any materials, or services performed on job in excess of specifications herein set forth shall be charged at rental rates plus 20%. These additional charges shall be payable by buyer whether additional materials or services are ordered written or verbally.
14. When surface is for 3 inches or less in thickness or when surfacing over existing material, we assume no responsibility for damages to the surface because of Bermuda grass or other vegetation growth.
15. Terra Pave, Inc. will be in no way responsible for slick or slippery surface conditions that may occur after seal coating has been applied and dried.
16. Boundary line surveys and civil engineering, requiring the services of a licensed civil engineer, if determined to be necessary by seller, shall be provided by buyer or at buyer's expense, in addition to the contract price, but seller assumes no responsibility for the correctness of such survey or civil engineering. Buyer assumes full responsibility for design of grade, provision for drainage, and discharge of water from the site, and seller, shall have no liability or responsibility therefore. Seller does not assume responsible for property lines.
17. When the site improvements are completed in advance of building construction, seller assumes no responsibility for damage done to said improvements by building construction.
18. Terra Pave, Inc. shall not be required to perform any of its work, called for under this contract, if Terra Pave, Inc. determines that there is an over optimum moisture condition in the subgrade. Terra Pave, Inc. shall be the sole judge and shall make the final decision as to whether such over optimum condition exists or whether there has been suitable compaction of the subgrade. In the event the owner or the contractor directs Terra Pave, Inc. to proceed with paving, Terra Pave, Inc. is hereby relieved of any warranty with respect to said paving and shall have no liability for any resulting damage or defects.
19. All jobs other than patching and resurfacing shall be guaranteed for a period of one year from the date of installation of paving, against poor workmanship and inferior material. Resurfacing and patching jobs shall not be guaranteed due to the fact that we do not know the structure of the existing material nor the soil conditions under the existing pavement.
20. Asphalt paving is a pliable material and will mark when heavy loads are placed on small bearing surfaces and will scuff during the hot summer months. Asphalt solvents will loosen asphalt, therefore seller shall not be liable for damage to paving for the reasons mentioned.
21. Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.
22. At the sole discretion of Terra Pave, Inc. all claims or disputes arising out of this contract of the breach thereof shall be decided by arbitration in accordance with the Construction Industry Arbitration Association then obtaining. It is expressly understood and agreed that no claim or dispute arising out of this contract or the breach thereof shall be submitted to arbitration unless and until Terra Pave, Inc. elects to submit such claim or dispute to arbitration. In the event that Terra Pave, Inc. does elect to submit any claim or dispute to arbitration hereunder, the general contractor/owner does hereby expressly agree to arbitrate such claim or dispute as provided herein. Terra Pave, Inc. expressly reserves the right to have all matters of claim or dispute hereunder tried by court or jury in the event Terra Pave, Inc. should elect not to proceed to arbitrate any claim or dispute hereunder.

Signed By: \_\_\_\_\_

\_\_\_\_\_ Date

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 2. 19/20-3011- REAPPOINTMENT OF JEANNE TYLER, PERSONNEL COMMISSIONER

#### RECOMMENDATION

The Board of Education is requested to publicly announce Jeanne Tyler as CSEA's nominee to the Personnel Commission and to set October 23, 2019, as the date for a public hearing regarding the appointment of Ms. Tyler to the Personnel Commission.

#### Rationale:

#### Background:

Ms. Tyler has served as CSEA's appointee to the Personnel Commission since December 1, 2001. The current term of office expires on December 1, 2019. Ms. Tyler has indicated a willingness to serve another term. On September 5, 2019, CSEA announced its intention to reappoint her. The public hearing must be held at a board meeting after thirty (30) and within forty-five (45) days of the Board's public announcement of the classified employee organization's nominee, and shall provide the public, employees, Board, and Commission an opportunity to express their views on the qualifications of the appointee.

#### Budget Implication (\$ Amount):

No additional costs.

#### Legal References:

Education Code 45245 and 45246 provide the procedures to be followed in appointing Commissioners to the Personnel Commission.

## ATTACHMENTS

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 3. 19/20-3012 - MEMORANDUM OF UNDERSTANDING BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND LA SIERRA UNIVERSITY

#### RECOMMENDATION

The Board of Education is requested to approve a memorandum of understanding to provide students of the University educational clinical practice experience in the areas of: teaching, and/or administration and/or pupil services (special education, counseling and school psychology).

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

#### Rationale:

Board approval of the Memorandum of Understanding will allow La Sierra to partner with Monrovia Unified School District in offering students of the university educational clinical practice experience. This memorandum of understanding will also allow the District to hire qualified candidates.

#### Background:

La Sierra University has established programs in student teaching, pupil services, and administration and leadership. Approval of this agreement will give the District benefits of having student teachers in the classroom, while assisting in the preparation of future teachers.

#### Budget Implication (\$ Amount):

No direct cost.

## ATTACHMENTS

- [La Sierra 082019.pdf](#)



**LA SIERRA UNIVERSITY**  
4500 Riverwalk Parkway, Riverside, CA 92515  
**EDUCATIONAL CLINICAL PRACTICE EXPERIENCES**  
**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered into by and between **Monrovia Unified School District** (hereinafter called "District"), and **LA SIERRA UNIVERSITY** (hereinafter called the "University").

**RECITALS**

- A. The purpose of this Memorandum of Understanding is to provide to the students of the University educational clinical practice experience in the areas of: teaching, and/or administration and/or pupil services (special education, counseling and school psychology); and
- B. The University has established programs in student teaching, pupil services, and administration and leadership.
- C. The programs require locations where the students can obtain educational clinical practice experience required by the curriculum; and
- D. The District has the appropriate settings needed by the students of these programs as part of their practical learning experience.
- E. Such clinical practice experience is provided by the University on an unpaid basis. No remuneration is provided by the District or University for service provided by the students participating in these programs.

**TERMS**

In consideration of the mutual promises and conditions in this Memorandum of Understanding and for good and valuable consideration, the University and the District agree as follows:

**1.0 Obligations of the District.**

- 1.1 The District shall provide to the credential candidates of the University clinical practice experience in schools, classes or other appropriate sites of the District, under the supervision of certified employees of the District.
- 1.2 The District will designate appropriate personnel to coordinate the credential candidate's clinical practice experience. This will involve working with University faculty and staff to assign credential candidates to the appropriate sites as required by the particular program.
- 1.3 The District will recommend to the University the withdrawal of a credential candidate if: (1) the achievement, progress, adjustment, or health of the credential candidate does not warrant continuation at the District, or (2) the behavior of the credential candidate fails to conform to the applicable regulations of the District. The District will assist the University, if necessary, in implementing this recommendation.

- 1.4 The District reserves the right, exercisable in its discretion after consultation with the University, to exclude any credential candidate from its premises in the event that such person's conduct or state of health is deemed objectionable or detrimental, having in mind the proper administration of said District.
- 1.5 The District shall provide emergency care in case of illness or accident to any participating credential candidate. However, the District shall have no financial obligation pursuant to section 6.1 below.
- 1.6 The District Supervisor for each credential candidate shall ensure that the curriculum and objectives outlined in the University Credential Handbook are met by each credential candidate. Additionally, each District Supervisor shall comply with all duties and responsibilities assigned them under the University Credential Handbook.
- 1.7 The District agrees to provide the number of hours required by the Curriculum and Instruction Department to each credential candidate seeking to satisfy their educational clinical practice experience. If for any reason the District cannot provide the required hours, it shall notify the University Supervisor of that fact as soon as reasonably possible to allow the University Supervisor to make additional or other arrangements for the credential candidate.
- 1.8 Drug-Free Workplace. District agrees to comply with the Drug Free Workplace Policy of La Sierra. School's signature affixed to this Agreement certifies that District shall require that the District's faculty, agents and student(s) shall not engage in the unlawful manufacture, distribution, dispensation, possession, sale or use of controlled substances while engaged in clinical education experiences at La Sierra or while this Agreement is in force.

1. Copy of Drug-Free Workplace Policy. District acknowledges receipt of a copy of the "Drug-Free Workplace Policy" (hereinafter "Policy") of the University concurrent with signing of this Agreement.

2. Compliance with Policy. District's signature affirms that District has read, understands, and agrees to abide by and to require its faculty, agents and student(s) to abide by the Policy as a condition of this Agreement.

3. Criminal Drug Violation Notice. District's signature affirms the understanding and agreement that any conviction of student(s) or any agent(s) of School of a criminal drug statute for a violation occurring on the premises of University must be reported to the University office of Human Resources within five (5) days of any conviction and, in turn, the Director of Human Resources shall notify the appropriate Federal agency(ies) within ten (10) days after learning of the conviction. By such signature, District also agrees to require District's faculty, agents and student(s) to abide by the five (5) day notice requirement and to notify District's faculty, agents and student(s) of the requirement of University to notify the appropriate Federal agency(ies) within ten (10) days after learning of any such conviction.

## 2.0 Obligations of the University.

- 2.1 The University will provide and maintain the records and reports necessary for conducting the credential candidate's educational clinical practice experience.
- 2.2 The University will withdraw a credential candidate from the educational clinical practice program

with the District if, after consultation with District personnel, the University determines such action to be warranted.

- 2.3 The University will be responsible for providing a University Supervisor or person designated and employed by the University to direct, supervise, and evaluate the performance of the credential candidates of the University engaged in the educational clinical practice experience. The person(s) will participate cooperatively with those individuals in the District responsible for placement and direct supervision.
- 2.4 The University will provide the District supervisors with the Credential Handbook about the required clinical experience. The guide will include a description of the clinical experience program, the curriculum and objectives to be achieved, and the responsibilities of the District supervisors at the district and/or school site.
- 2.5 The University shall ensure that the credential candidates receive a Certificate of Clearance in accordance with California Education Code § 44320(b).
- 2.6 The University shall ensure that the credential candidates obtain an examination, within the past (2) two years determining that they are free of active tuberculosis in accordance with California Education Code § 49406.

### 3.0 Reservation of Rights; Placement.

- 3.1 The University and the District each reserve the right to withhold the placement of credential candidates depending upon the availability of locations and personnel to adequately provide a satisfactory educational clinical practice experience.

### 4.0 Clinical Practice Provisions.

Where the District agrees to provide to the credential candidates of the University educational clinical practice experience in the area of clinical practice experience, the following additional provisions will apply:

- 4.1 Candidates are defined as persons who are working towards the completion of a credential preparation program and who have met prescribed training prerequisites for clinical practice placement. Such credential candidates will have met all requirements of the Teacher Education Program prerequisites, and will have been issued a Certificate of Clearance from the State of California.
- 4.2 The District agrees to place candidates from the University in the District schools under guidelines specified by the California Commission on Teacher Credentialing and incorporated into the Teacher Education Program of the University.
- 4.3 Participating Mentor Teachers of the District will receive a stipend to be paid directly to the Mentor Teacher by the University after submission of the University stipend form to the School of Education.
- 4.4 Arrangements for clinical practice experience placements will be made by the University's Director of Student Teaching with the person designated by the District, according to District policy.

- 4.5 Regular supervision of credential candidates by the faculty of the University will be provided during this educational clinical practice experience.
- 4.6 The District's Mentor Teachers will be issued the University Credential Handbook, specifying the requirements and regulations of the clinical practice program.
- 4.7 The District's Mentor Teachers will hold a California Clear Professional Credential and will have had a minimum of three years of successful teaching experience, and at least one year in the current teaching assignment.
- 4.8 The District's Mentor Teachers will be viewed by their District and by the University as good professional role models for credential candidates, be committed to the teaching profession, and provide the guidance, supervision and evaluation of candidates as specified in the Credential Handbook.

#### 5.0 Labor Disputes.

- 5.1 The University is obligated to maintain neutrality in the District's labor disputes, to ensure that all clinical experiences will be educationally valid, and to avoid placing its credential candidates in situations in which there is a risk of physical injury.
- 5.2 In the event of a labor dispute in the District, University credential candidates involved in an educational clinical practice program shall report to the University until the University's Director of Student Teaching has assessed the situation.
- 5.3 During a labor dispute at a District clinical practice experience site, the University faculty members who supervise credential candidates will visit the District's school site on a regular basis to observe, to meet with District personnel, and to determine whether the situation remains educationally valid and physically safe for clinical practice activity.
- 5.4 During a labor dispute, if the situation is educationally valid and physically safe and the District Supervisor is present in his/her regular position, the University's Director of Student Teaching will allow the credential candidates the option of continuing the clinical practice at that site or of terminating the assignment.

#### 6.0 Financial Provision.

- 6.1 Credential candidates of the University are individually responsible for medical insurance. The University does not provide worker's compensation for the performance of its credential candidates under this Memorandum of Understanding.
- 6.2 It is mutually agreed upon that no monetary provisions to/from the District or to/from the University will be made for services rendered by the credential candidates of the University.
- 6.3 University agrees that all credential candidates/students are not employees of the District and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which employees are normally entitled, including but not limited to State Unemployment Compensation. However, District shall provide worker's compensation for the performance of credential candidates under this Memorandum of Understanding pursuant to California Labor Code 3363.5.

7.0 Term.

7.1 The Memorandum of Understanding shall <sup>bc</sup> for <sup>a</sup> term beginning <sup>on</sup> **September 11, 2019** and ending, without further notice, on the date that it is terminated by either party pursuant to the provisions of paragraph 8.1.

8.0 Termination.

8.1 Either party may terminate this Memorandum of Understanding upon thirty (30) days written notice to the other party except if the University terminates this Memorandum of Understanding based on lack of funding, the thirty (30) days notice requirement shall not apply. The notice required under this clause shall be sent by registered mail.

9.0 Non-Assignment and Subcontracting.

9.1 The District shall not assign, transfer, or contract for the furnishing of services to be performed under this Memorandum of Understanding without the written approval of the University.

10.0 Entire Memorandum of Understanding; Alteration Disclaimer.

10.1 This Memorandum of Understanding constitutes the entire understanding between the parties with respect to the subject matter hereof.

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

11.0 Governing Law.

11.1 This Memorandum of Understanding shall be governed by and construed under the laws of the State of California, which shall be the forum of any lawsuit arising from or incident to this Memorandum of Understanding.

12.0 FERPA Compliance

12.1 The Family Educational Rights and Privacy Act (FERPA), 20 U.S. C. 1232g, is a Federal privacy law administered by the Family Policy Compliance Office (FPCO or Office) in the U.S. Department of Education (Department or we). FERPA and its implementing regulations in 34 CFR part 99 protect the privacy of students' education records and afford parents and eligible students (i.e., students who are 18 years of age or older or attend an institution of postsecondary education) certain rights to inspect and review education records, to seek to amend these records, and to consent to the disclosure of personally identifiable information from education records (PII from education records).



### 13.0 Non-Discrimination

- 13.1 The District and the University agree that neither will discriminate unlawfully against a beneficiary of services in the performance of this Agreement on the basis of gender, race, color, national origin, creed, religion, veteran's status or disability. The District understands that the University is a religious nonprofit corporation operated as an entity of the Seventh-day Adventist Church and holds various rights and exemptions as a religion organization under federal and state laws and the Religion Clauses of the federal and California Constitutions. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment and compliance with both universities' policies regarding Title IX.

### 14.0 Title IX

- 14.1 Title IX protects individuals from discrimination based on sex including sexual harassment. La Sierra University fosters a learning and working environment that is built on respect and free of sexual harassment. This commitment is set forth in the document "Sexual Misconduct Policy", <https://lasierra.edu/fileadmin/documents/sexual-misconduct/title-IX-policy.pdf>. Educational Coordinators are required to review this document before interacting with La Sierra University students and agree to comply with this document and to provide this document to any employee may reasonably be expected to interact with a La Sierra University student.

### 15.0 Severability.

- 15.1 In the event that one or more clauses of this Memorandum of Understanding are declared illegal, void or unenforceable, that shall not affect the validity of the remaining portions of this Memorandum of Understanding.

### 16.0 Insurance.

- 16.1 The University shall at its sole cost and expense, provide coverage for its activities in connection with this Agreement by maintaining in full force and effect programs of insurance and/or self-insurance as follows:

1. Professional Liability coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
2. General Liability coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
3. Workers' Compensation coverage covering La Sierra full liability as required under state law.
4. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the Parties, against other insurable risks relating to this Agreement.

It should be expressly understood, however, that the coverage required under this section shall not in any way limit the liability of the University. The University, upon the execution of this Agreement, shall furnish District with certificates evidencing compliance with these insurance requirements upon request. Certificates shall further provide for thirty (30) days advance written notice to District of any cancellation of the above coverage.

17.0 Indemnification.

17.1 The University hereby agrees to indemnify, defend, and hold harmless, the District and its departments, agents, officers, and employees from any and all claims or sums which the District or any of its departments, agents, officers, or employees may be obligated to pay by reason of any liability of any kind imposed upon them, including damages to property; liability for injury or death of persons; and court costs, litigation expenses and attorney fees in the event of litigation; that the District may incur as a result of any act, or negligence of the University, its agents, officers, employees, or credential candidates, in connection with, or arising out of the activity which is the subject of this memorandum of understanding

17.2 The District hereby agrees to indemnify, defend, and hold harmless, the University and its departments, agents, officers, employees, and credential candidates from any and all claims or sums which the University, or any of its departments, agents, officers, employees, or credential candidates may be obligated to pay by reason of any liability of any kind imposed upon them, including damages to property; liability for injury or death of persons; and court costs, litigation expenses and attorney fees in the event of litigation; that the University may incur as a result of any act, or negligence of the District, its agents, officers, employees, or servants, in connection with, or arising out of the activity which is the subject of this memorandum of understanding.


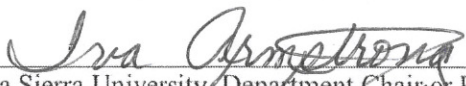
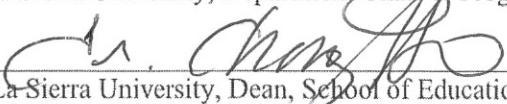
18.0 Non-Exclusive Relationship.

18.1 Each party may perform services for, and contract with as many additional parties, persons, or companies, regarding the subject matter of this memorandum of understanding, as each party in its sole discretion, sees fit.

19.0 Waiver.

19.1 The failure of either party to exercise any of its rights under this Memorandum of Understanding for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from the Memorandum of Understanding shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Memorandum of Understanding unless specifically agreed in writing.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Memorandum of Understanding on this date:

By:  9-17-19  
For: **Monrovia Unified SD: Katherine Thorossian, Superintendent**  
Date  
By:  9-17-19  
For: **La Sierra University, Department Chair or Program Coordinator** Date  
By:  10/2/19  
For: **La Sierra University, Dean, School of Education** Date

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### **4. 19/20-3013 - MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN SAN GABRIEL UNIFIED SCHOOL DISTRICT, LOCAL EDUCATION AGENCY FOR THE SAN GABRIEL VALLEY CONSORTIUM INDUCTION PROGRAM AND THE MONROVIA UNIFIED SCHOOL DISTRICT**

#### **RECOMMENDATION**

The Board of Education is requested to approve the MOU between San Gabriel Unified School District, Lead Agency for the San Gabriel Valley Consortium Teacher Induction Program and the Monrovia Unified School District.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

#### **Rationale:**

Beginning with the 2001 – 2002 school year, MUSD has joined with six other school districts to form a consortium. The San Gabriel Valley Consortium program is funded by the State of California and provides resources and materials to directly support qualifying new teachers. The program has a proven record of improving the induction and retention rates of new teachers. As a consortium, San Gabriel Unified School District was chosen to serve as the lead agency. The MOU continues the formal working relationships between the various parties of the consortium. The Teacher Induction Program is a state requirement for clearing SB 2042 credentials.

#### **Budget Implication (\$ Amount):**

Each district will provide support as required by the Induction Guidelines for each participant. In addition, monies will be provided to cover costs of support providers for participants. The costs shall not exceed \$65,000.00.

## ATTACHMENTS

- [MOU Induction San Gabriel USD 2019\\_2020.pdf](#)



# **SAN GABRIEL VALLEY CONSORTIUM TEACHER INDUCTION PROGRAM**

## **MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN GABRIEL UNIFIED SCHOOL DISTRICT AND PARTICIPATING SCHOOL DISTRICTS, CHARTER SCHOOLS AND PRIVATE SCHOOLS**

This Memorandum of Understanding (MOU) is entered into between the San Gabriel Unified School District (SGUSD), through its Teacher Induction Program and the participating public school districts, charter schools and private schools. The Teacher Induction Program is formerly known as the Beginning Teacher Support and Assessment-Induction Program (BTSA) and the Clear Education Specialist Induction Program (CESIP). The purpose of the Program is to support educational entities by providing an accredited credentialing program for their beginning teachers (general and special education) who have a preliminary or Level 1 credential and need a clear teaching credential.

### **RECITALS**

This MOU is based on the following facts and understanding of the parties:

- A. SGUSD will operate the SAN GABRIEL VALLEY CONSORTIUM (SGVC) Teacher Induction Program (the "Program") designed to support member districts that have employed new teachers needing additional credentialing. Through the SGVC Teacher Induction Program, general education teachers with a preliminary credential may earn a multiple subject and/or single subject clear teaching credential. Special education teachers with a preliminary or Level 1 credential may receive a clear general education teaching credential and/or clear special education credential (Mild/Moderate, Moderate/Severe, Deaf & Hard of Hearing, Visual Impairment, Physical Health Impairment, Early Childhood Special Education, and Language & Academic Development) through this Program.
- B. The educational entity participating in this MOU employs new teachers with a preliminary credential and desires that such teachers obtain either their clear general education credential and/or their clear special education credential. Such educational entity desires SGUSD to provide the new teachers the support, training and assessment necessary to facilitate this endeavor.
- C. SGUSD is willing to provide the participating educational entity's new teachers the necessary support, training and assessment pursuant to the terms set forth below.
- D. For purposes of this MOU, the term "Induction Candidate" means a new teacher who has a preliminary credential, is employed by an educational entity, and who seeks either a clear general education credential and/or a clear special education credential.
- E. For purposes of this MOU, the term "Mentor" means an experienced teacher, employed by the educational entity, assigned to serve as a mentor for a Participating Teacher.
- F. For purposes of this MOU, the term "District Liaison" means the lead Mentor, employed by and assigned by SGUSD to provide services required under this program.
- G. For purposes of this MOU, the term "Program Director" means the individual selected and designated by SGUSD to oversee and coordinate the Teacher Induction Program.
- H. The Program is a performance based, support system developed collaboratively by practitioners and researchers under the direction of the California Department of Education and the California Commission on Teacher Credentialing to support the professional development of Induction Candidates. As used and modified by SGUSD, the Program focuses on the development of an Induction Candidate's professional practice by combining the ongoing support/assistance of a trained Mentor with professional activities designed to promote continuing refinement of teaching practices, within the teacher's specific teaching context. Through the Program, Induction Candidates deepen their understanding and application of the



Induction Program Standards; the California Standards for the Teaching Profession, the state adopted Academic Content Standards for students, as well as curriculum frameworks. Modifications to the system of support are made yearly by SGUSD, as needed, in compliance with the Induction Program standard requirements and Program design.

- I. Local post-secondary schools (Universities) may also participate in the SGVC Teacher Induction Program by serving on the steering committee, monitoring graduate and professional development courses and participate in program evaluation activities. The Program will provide and/or arrange for any necessary support, training and/or assessment through the Program.

## TERM

1. **Recitals.** The above Recitals are incorporated herein and any terms contained in the Recitals are also terms of this MOU.
2. **Selection of Induction Candidates and Mentors.** The participating educational entity will submit eligible personnel as Induction Candidates and select Mentors subject to SGUSD's selection criteria. SGUSD reserves the right to reject any such individual. SGUSD's right to reject shall be exercised reasonably and lawfully.
3. **General Responsibilities of SGUSD**
  - a. SGUSD will provide and/or arrange for the support, training and assessment through its induction program for Induction Candidates and Mentors.
  - b. SGUSD will maintain accurate records regarding the participation in the induction program by Induction Candidates and Mentors within 30 calendar days of program enrollment.
  - c. SGUSD will provide to each entity the approved Mentor selection criteria based upon accreditation requirements, the Mentor training in program structures and the formative assessment system, and the system or process for assessing Mentor effectiveness to school districts.
  - d. SGUSD will supply the reports and other information on all matters related to the induction program requirements and activities to the California Commission on Teacher Credentialing and the California Department of Education.
  - e. SGUSD will facilitate program evaluations as required by the California Commission on Teaching Credentialing.
  - f. SGUSD will convene a steering and advisory committee composed of representatives of SGUSD and educational entities and develop other administrative processes as provided for in the approved Induction Program Standards.
  - g. SGUSD will provide a Program Director and Program Secretary to perform duties required of same under the Teacher Induction Program.
  - h. SGUSD will reasonably approve District Liaison appointees from each participating agency, and will pay an hourly fee of \$32.00 per hour, for a maximum of fifty (50) hours to the designated Liaison for providing Program guidance and feedback to Induction Candidates.
  - i. SGUSD, in performing the services and matters required by this MOU agrees that it and all assigned personnel are acting as school officials of the participating educational entities and that information, including confidential student information that may be received by them in performing their duties under the MOU is received in their capacity as school officials of the educational entities and will be treated in such manner.



- j. Ensure that the following preconditions set forth by the Commission on Teacher Credentialing (CTC) in the Teacher Induction Program Preconditions are met:
  1. Each Induction Program must be designed to provide a two-year, individualized; job embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.
  2. The Induction Program must identify and assign a mentor to each Induction Candidate within the first 30 days of the participant's enrollment in the program, matching the mentor and Induction Candidate according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.
  3. Each Induction Program must assure that each Induction Candidate receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.
  4. Goals for each Induction Candidate must be developed within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the Program.
  5. The ILP must be designed and implemented solely for the professional growth and development of the Induction Candidate and not for evaluation for employment purposes.
  6. That each Induction Program sponsor makes available and advises participants of an Early Completion option for "experienced and exceptional" candidates who meet the Program's established criteria.
4. **Disenrollment of Individual Induction Candidates by SGUSD.** Upon 10 days' written notice to the Induction Candidate and employing educational entity, SGUSD shall have the authority to disenroll or refuse to recommend for a clear credential any Induction Candidate who engages in misconduct including, but not limited to, academic dishonesty, unprofessional conduct, immoral conduct, discrimination or harassment in violation of applicable law, or any failure to meet program requirements. SGUSD shall be paid for services rendered up to the date of disenrollment. If the teacher's employing School District is dissatisfied with SGUSD's determination under this provision it may appeal to the SGUSD Superintendent, or designee, whose decision shall be final.
5. **General Responsibilities of the Participating Educational Entity.** The participating educational entity agrees to:
  - a. Appoint an administrative contact, employed within the educational entity who shall fulfill the program roles and responsibilities necessary to implement the induction program as described by SGUSD; these responsibilities include, but are not limited to, attending four district contact meetings per year, facilitating Induction Candidate enrollment, communicating with program leadership, reviewing participant data provided by program staff, and scheduling district K-12 roles and responsibilities training.
  - b. Provide release time for site administrators to attend the SGUSD Teacher Induction Program training as scheduled by SGUSD.
  - c. Identify new teachers as per credentialing requirements who will participate in the induction program.
  - d. Provide experienced and qualified mentor teachers to work as Mentors for those Induction Candidates in the induction program. Mentors must meet the Induction Program Mentor criteria and requirements as determined by SGUSD. Mentors must meet with the Induction Candidates in the program at least one hour per week and provide ongoing assistance and support.
  - e. Ensure that its Mentors have been trained in the current program support structures. The required training may be provided by either a SGUSD trainer or a trained Mentor authorized by SGUSD.



Mentors must be provided release time as necessary to observe and meet with their Induction Candidates.

- f. Ensure that Induction Candidates and Mentors attend required induction program meetings. Ensure that Induction Candidates attend professional development appropriate to the Induction Candidates' need to fulfill the requirements of the induction program. Ensure that Induction Candidates are provided at least two days of release time to meet with their Mentors and to observe other exemplary teachers in their classrooms.
- g. Appoint a Credential Designee, employed within the educational entity who shall fulfill the program roles and responsibilities necessary to implement the Program: these duties and responsibilities shall include, but are not limited to, attending all necessary trainings, facilitating communication between Induction Candidates, the Program, and the CTC in regards to credentialing, and assist in the Mentor/Induction Candidate matching process.
- h. Appoint a District Liaison to provide Program guidance and feedback to Induction Candidates. The District Liaison is an independent contractor of SGUSD and will be compensated at the rate of \$32.00 per hour for a maximum of fifty (50) hours per year.
- i. Ensure that administrative staff respect the confidentiality between the Mentor and the Induction Candidate. Ensure that induction program/activities related to work with his/her Mentor will have no relationship to teacher evaluation. The site administrator will provide opportunities for the Mentor and the Induction Candidate to meet in a private place to interact. Nothing in this section is intended to prevent the transmission of information concerning a Induction Candidate which relates to conduct which may be subject to discipline or bear on the safety of students or employees.
- j. Establish and maintain records and evidence as indicated in the approved Induction Program Standards.
- k. Participate in the program evaluation as described in the Induction Program Standards.
- l. Provide release time and/or compensation for Mentors as necessary to meet the induction program requirements.
- m. Ensure that educational entity's Mentors execute the SGUSD Teacher Induction Program Mentor Agreement. Ensure that the Mentor complies with the SGUSD expectations associated with completion of the induction program. Regularly assess the quality of services provided by Mentors to Induction Candidates (using criteria and data provided by the SGUSD Teacher Induction Program, as well as district measures). Ensure that clear procedures are in place for the reassignment of Mentors, if the pairing of the Induction Candidate and Mentor is determined to not be effective by district and/or SGUSD Teacher Induction Program criteria.
- n. Ensure that Induction Candidates have opportunities to meet all completion requirements in order to be recommended for a clear credential. Ensure that Induction Candidates meet all completion requirements for their credential.
- o. Ensure that Induction Candidates execute the SGUSD Teacher Induction Program Induction Candidate Agreement. Ensure that Induction Candidates comply with the SGUSD expectations associated with completion of the induction program.
- p. Ensure that as a member of SGVC, the following preconditions set forth by the Commission on Teacher Credentialing (CTC) in the Teacher Induction Program Preconditions are met by the entity:
  - 1. Each Induction Program must be designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.



2. The Induction Program must identify and assign a mentor to each Induction Candidate within the first 30 days of the participant's enrollment in the program, matching the mentor and Induction Candidate according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.
3. Each Induction Program must assure that each Induction Candidate receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.
4. Goals for each Induction Candidate must be developed within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the Program.
5. The ILP must be designed and implemented solely for the professional growth and development of the Induction Candidate and not for evaluation for employment purposes.
6. An Induction Program sponsor must make available and must advise participants of an Early Completion option for "experienced and exceptional" candidates who meet the Program's established criteria.
- q. Education entity agrees that, in the performance of their work under the requirements of this MOU, Mentors, and SGUSD staff, including Program Coordinator and District Liaison personnel are school officials of the education entity and are authorized to receive data, including personally identifiable student information necessary to the performance of such work and requirements.
6. **Price, Billing and Payment.** The educational entity shall pay the fees indicated on Appendix A (Menu of Services) according to the credential and program status of their Induction Candidates. Upon payment of the annual fee, a participating districts' Leadership Team Representative may refer a teacher who is not a participant in the Induction program for participation in SGVC menu of professional development, posted at, <https://tinyurl.com/SGVCinduction>, by email request to the Program Director, at no additional charge.
7. **Materials Developed by the SGUSD Teacher Induction Programs.** The parties agree that all rights, including copyright, in any products, materials and publications developed by the Teacher Induction Programs are assigned to and shall become the exclusive property of SGUSD.

School Districts and their employees, staff and subcontractors shall not have the right to disseminate, market, or otherwise use the products without the express written permission of the Teacher Induction Programs.

The SGUSD Teacher Induction Programs shall have the authority to adapt and adopt materials that support the approved program.
8. **Term.** The term of this MOU shall be for an initial one-year term beginning July 1, 2019, and continue through June 30, 2020. This MOU supersedes any previous MOU entered into by the parties concerning the induction program. Education entities agree their intent at the time of entry into this program is a minimum commitment of at least three (3) years.
9. **Early Termination.** This MOU may be terminated with cause by any party if another party fails to comply with the insurance or indemnification requirements, or otherwise commits material breach of this MOU. Termination will be effective 10 calendar days after a written demand to cure is provided and the party fails to cure.

The indemnification provisions contained in this MOU shall survive early termination.
10. **Limitation on Damages.** The parties agree and stipulate for all purposes that SGUSD's aggregate liability under this MOU during the contract term for damages (monetary or otherwise) to any party shall not



exceed the sum total paid by such party. Additionally, the parties represent and warrant that there are no peculiar circumstances or facts might result in a special or peculiar harm to the other parties.

This provision shall survive expiration or early termination of the MOU.

- 11. Indemnification.** Each party agrees to defend, hold harmless, and indemnify the other parties (and their officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney fees), losses, penalties, fines, costs, and liability, whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying party's breach of the terms of this MOU or by the act or omission of the indemnifying party in providing services under this MOU.

In the event that any action or proceeding is brought against a party by reason of any claim or demand discussed in this section, upon notice from the party, the indemnifying party shall defend the action or proceeding at the indemnifying party's expense through counsel reasonably satisfactory to the other party. The obligation to indemnify set forth in this section shall include reasonable attorney fees and investigation costs and all other reasonable costs, expenses and liabilities from the first notice that any claim or demand is to be made.

The indemnifying party's obligations under this section shall apply regardless of whether the other party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost or damage caused solely by the active negligence or by the willful misconduct of the other party.

This provision shall survive the expiration or early termination of this MOU.

- 12. Insurance.** Each party shall obtain, pay for, and maintain in effect during the life of this MOU the following policies of insurance issued by a company rated not less than "A-VII" in Best Insurance Rating Guide and admitted to transact insurance business in California: (1) commercial general liability (including contractual, products, and completed operations coverages, bodily injury, and property damage liability) with single combined limits not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; (2) commercial automobile liability for "any auto" with combined single limits not less than \$1,000,000 per occurrence; and (3) workers' compensation insurance as required under state law. Each party's policy shall contain an endorsement naming the other parties as additional insureds insofar as this MOU is concerned and provide that written notice shall be given to the other parties at least 30 days prior to cancellation or material change in the form of the policy or reduction in coverage.

Each party shall furnish the other parties with a certificate of insurance containing the endorsements required under this section, and each party shall have the right to inspect the other parties' original insurance policies upon request. Upon notification of receipt of a notice of cancellation, change, or reduction in coverage, each party shall immediately file with the others a certified copy of the required new or renewal policy and certificates for such policy.

The insurance afforded by SGUSD shall be primary in matters alleged to have resulted primarily from actions of SGUSD personnel. The insurance afforded by a participating educational entity shall be primary in matters alleged to have resulted primarily from actions of its personnel. In such circumstances, the insurance of other party shall be secondary and non-contributing.

If any of the insurance coverage required under this MOU is written on a claims-made basis, the responsible party shall either (i) maintain said coverage for at least one (1) year following the termination of this MOU with coverage extending back to the effective date of this MOU; or (ii) purchase an extended reporting period of not less than one (1) year following the termination of this MOU.

If a party is, or becomes during the term of this MOU, permissibly self-insured under California law or becomes a member of a self-insurance pool, that coverage must be equivalent to the insurance coverage and endorsements required above. The other parties are not obligated to not accept such coverage unless they determine, in their sole discretion and by written acceptance, that the coverage is equivalent to the



above-required coverage.

For all purposes related to this MOU, the parties stipulate that SGUSD is a member of the self-insurance pool known as Self Insured Schools of California (SISC), and that the coverage provided is the equivalent of that required by this MOU.

Each party shall pay their own deductibles and self-insured retentions.

Nothing in this section concerning minimum insurance requirements shall reduce a party's liability or obligations under the indemnification provisions of this MOU.

13. **Entire Agreement.** This MOU, including any exhibits or schedules to which it refers, constitutes the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter described in the Recitals. It supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this MOU by, nor is any party relying on, any representation or warranty outside those expressly set forth in this MOU.
14. **No Third Party Beneficiaries.** The parties to this MOU are SGUSD and the participating educational entity. Although the Induction Candidates and Participating Mentors benefit from this MOU, they are incidental beneficiaries only and they are not intended to be third party beneficiaries of this MOU. It is the parties' intention that there are no third party beneficiaries to this MOU.
15. **Status of the Parties.** The parties agree that in performing the services specified in this MOU, each party shall act as an independent contractor. Except as specified in this MOU, each party shall determine the means and methods for carrying out the work to achieve the result required consistent with applicable law. The personnel of each party are not entitled to participate in any pension plan, insurance, bonus or similar benefits the other parties provide for their employees.

Any employee, assistant or independent contractor retained by a party to perform the services required by this MOU shall be the sole responsibility of such party and not of the other parties. Each party shall determine the hours during which the services shall be performed and the sequence of tasks, subject to the reasonable business needs of the other parties.

The parties agree that, in the performance of the duties of Mentor, District Liaison and/or Program Coordinator, those individuals are acting in the capacity of a school official of the educational entity and are entitled to receive and review necessary information, including student information, by reason of that capacity.

16. **Employment Status.** At all pertinent times during this MOU and for all purposes related to the MOU, each party's employees shall be the employee of only such Party and shall not be a co-employee of any of the other parties.

For each of their employees providing services pursuant to this MOU, each party shall be solely responsible for withholding applicable payroll taxes and contributions including, but not limited to, federal, state, and local income taxes, FICA, FUTA, state unemployment, workers' compensation, and disability insurance. Each party agrees to hold harmless, indemnify, and defend the other parties from any liability resulting from a failure to make such payments, including self-employment taxes.

If, in the context of this MOU, a party is held to be an employer or co-employer of another Party's employee, then such party shall be held harmless and indemnified by the employing party from and against any and all claims for loss, liability, or damages arising from that holding, as well as any expenses, costs, taxes, penalties, and interest charges incurred as a result of that holding.

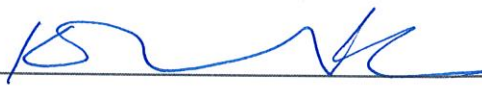
17. **Amendment.** The provisions of this MOU may be modified only by mutual agreement of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.



18. **Waiver.** Any of the terms or conditions of this MOU may be waived at any time by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance, or satisfaction either of that term or condition as it applies on a subsequent occasion or any other term or condition of this MOU.
19. **Assignment.** No party may assign any rights or benefits or delegate any duties under this MOU without the written consent of the other party or parties. Any purported assignment without written consent shall be void.
20. **Notices.** Any notice under this MOU shall be in writing. Any written notice or other document shall be deemed to have been duly given on the date of personal service on the parties or on the second business day after mailing if the document is mailed by registered or certified mail, addressed to the parties at the addresses set forth below, or at the most recent address specified by the addressee through written notice under this provision. Failure to conform to the requirement that notices be sent by registered or certified mail shall not defeat the effectiveness of notice actually received by the addressee.
21. **Licenses and Permits.** Each party represents that its personnel who will render services are fully qualified and competent to provide the services called for under this MOU. Each party represents that any permits or licenses required to be held by such personnel to perform the services called for under this MOU are current.
22. **Nondiscrimination.** Neither party, nor any officer, agent, employee or subcontractor of a party, shall discriminate in the treatment or employment of any individual or groups of individuals on any ground prohibited by law, nor shall any of them harass any person in the course of performing this MOU based on gender or any other basis prohibited by applicable law.
23. **Compliance with Law.** In the course of performing this MOU, each party shall observe and comply with all applicable Federal, State, and local laws, regulations, and ordinances now in effect or subsequently enacted.
24. **Venue and Governing Law.** The laws of the State of California shall govern the terms and conditions of this contract with venue in Los Angeles County.
25. **Counterparts.** This MOU may be executed in any number of counterparts with the same effect as if the parties had all signed the same document. All counterparts shall be construed together and shall constitute one agreement.

By   
Signatory Name: James Symonds  
Title: Acting Superintendent  
Address: San Gabriel USD  
408 Junipero Serra Drive  
San Gabriel, CA 91776

Date: 8/21/19

By   
Signatory Name: Dr. Katherine Thorossian  
Title: Superintendent  
Address: Monrovia USD  
325 E. Huntington Drive  
Monrovia, CA 91016

Date: 9-11-19

**APPENDIX A  
MENU OF SERVICES**

Participating Educational Entities shall pay the fees indicated on this Menu of Services according to the credential and induction program status of their Induction Candidates.

Category	Description	Action
Base Cost	Each participant district will pay the estimated base program cost each year, including for each year the program is extended beyond the initial two (2) year term. The base cost is the fixed cost plus estimated variable costs.	\$1.75 per prior year P2 ADA, payable on July 1 of the contract year
Fixed Cost	0.5 FTE Teacher Induction Program Director's current salary and benefits.	Included in base cost
Variable Cost	Including but not limited to the program costs incurred in clerical support, supplies, accreditation fees, services, etc.	Included in base cost
Final Cost adjustments	All the program cost categories will be reconciled after the closing of the fiscal year. Base cost funding received in excess of actual cost will be reimbursed to participating districts who used the program during the year. If base cost funding received did not cover actual Program costs, additional charges will be billed to districts using the program during the year. Additional charges or refunds will be proportional based on each district's number of Induction Candidates during the year.	Additional charges and/or refunds will be paid within 30 days of reconciliation. Districts receiving a refund may elect to have the amount credited against any amount owing the following year.
Private School	The base cost for each private school joining the Program shall be \$3,000 per Induction Candidate per year.	Payable on July 1 of the contract year



# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 5. 19/20-4007 - CONTRACT WITH COMMUNITY MEDIA OF THE FOOTHILLS (KGEM) TO PROVIDE MEDIA COVERAGE OF MHS ATHLETIC GAMES

#### RECOMMENDATION

The Board of Education is requested to approve a contract between the Monrovia Unified School District and the Community Media of the Foothills (KGEM) to stream athletic games.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Board Member Wong \_\_\_\_\_, Board Member Lockerbie \_\_\_\_\_, Board Member Travanti \_\_\_\_\_,

Board Member Hammond \_\_\_\_\_, Board President Gililand \_\_\_\_\_

#### Rationale:

Monrovia High School would like to live stream Monrovia High School athletic games during the 2019-2020 school year. This opportunity provides a valuable service to our community. Partnering up with Community Media of the Foothills (KGEM), this will provide real world learning opportunities for our CTE students

#### Budget Implication (\$ Amount):

KGEM to provide coverage of the MHS athletic games for a cost not to exceed \$800 per game. KGEM will be looking for sponsors to help offset the cost of each broadcast. The difference will be paid for by MHS donation account.

## ATTACHMENTS

- [2019-09-11 Professional Services Agreement KGEM.pdf](#)





**TECHNOLOGY SERVICES AGREEMENT**  
**(for all providers IT/Technology professional services)**  
**Between**  
**MONROVIA UNIFIED SCHOOL DISTRICT**  
**And**  
**COMMUNITY MEDIA OF THE FOOTHILLS**

**THIS AGREEMENT SHALL BE BINDING ON THE DISTRICT ONLY IF IT IS  
APPROVED BY THE TRUSTEES**

**AND EXECUTED BY THE SUPERINTENDENT OR AUTHORIZED DESIGNEE**

This Technology Services Agreement (“Agreement”), is entered into by and between Monrovia Unified School District (“District”), and Community Media of the Foothills (“Provider”). District and Provider may be collectively referred to as the “Parties.”

1. **Term.** This Agreement is effective as of the date of the last signature of the Parties (“Effective Date”) and shall terminate on June 30, 2020, unless earlier terminated pursuant early termination provisions of this Agreement. This Agreement shall not be automatically renewed or extended.
2. **Provider Services.** Provider agrees to furnish all necessary software licenses and technology services necessary to carry of the Scope of Services, as described in Exhibit A attached hereto and incorporated herein by reference (collectively “Services”). Services authorized by District is limited to Exhibit A. Provider will not perform any services for District and District will not pay for any additional services without the prior express written authorization of District by executed amendment or change order, describing with particularity the additional scope and cost of such services.
3. **Payment.**
  - a. Compensation. The District shall pay Provider for all Services set forth in Exhibit A, in the amount and payment method as described in Exhibit B (Cost of Services), which is attached hereto and incorporated herein by reference. Provider shall furnish and cover at its own expense all necessary labor, supplies, materials, overhead, administrative and support services, equipment, clerical personnel,



facilities, communications and related facilities and personnel necessary to perform the Services. District's obligations to compensate Provider for the Services, shall solely be governed by Exhibit B. Should Provider incur additional or unanticipated expenses, District shall not be obligated to pay for, or reimburse, said expenses to the extent not set forth in Exhibit B. District shall be entitled to refuse to pay for any unauthorized costs or expenses.

- b. W-9: Provider acknowledges and agrees that it must submit a completed "Request for Taxpayer Identification Number and Certification" (Form W-9) with this signed Agreement and that the District will report payment information to the Internal Revenue Service under the name and TIN or SSN, whichever is applicable, provided by Provider.
  - c. Invoicing and Method of Payment: Unless otherwise specified in Exhibit B, Provider shall invoice District monthly. Upon completion and acceptance of the Services, invoice approval, and according to this Agreement's Terms and Conditions, District shall pay invoices net 30 days. District reserves the right to withhold payments to Provider for amounts reasonable and sufficient to cover District's costs in processing invoices more than 60 days late. Invoices must include all of the following: invoice date, agreement number, dates of service, detailed description of service, payment rate, total payment due, remit to address, Provider name, and contact information.
  - d. Payment upon Early Termination. Upon early termination pursuant to the early termination provisions of this Agreement, the District shall pay Provider for all Services performed to District's satisfaction in accordance with this Agreement prior to the date of termination. Any amounts disputed and unpaid by the District shall be withheld pending the outcome of the dispute resolution procedures set forth herein.
4. **Independent Contractor Relationship.** Provider is an independent contractor and is solely responsible for performing the Services. Provider represents and warrants that Provider and Provider's employees, and agents are not officers, agents, or employees of District. Provider acknowledges and agrees that any personnel performing the Services shall at all times be under Provider's exclusive direction and control, and that Provider is solely responsible for payment of all compensation, wages, salaries, benefits, and other amounts due to such personnel. Provider further acknowledges and agrees that Provider shall be solely responsible for payment of any and all taxes and fees applicable the Services, including, but not limited to, all federal, state, and local taxes, social security taxes, income tax withholding, unemployment insurance, workers' compensation insurance.
5. **Compliance with Applicable Law.** Provider shall comply with all federal, state, and local laws, regulations, and administrative rules, as well as all District policies and procedures applicable to public contracts and to the Services, including but not limited to all of the following:

- a. Licensing Requirements. Provider covenants and agrees to obtain and maintain, during the term of this Agreement, all necessary government and professional licenses, permits, certifications and incidents of authority required for the legal performance of the Services. Provider shall immediately notify District in the event any license, permit or certification denial, suspension, revocation, or non-renewal. District maintains the right to request and immediately receive evidence of proper licensure and certificates at any time during the term of this Agreement.
- b. Conflicts of Interest. Provider warrants and covenants that Provider presently has no interest in, nor shall any interest be hereinafter acquired in, any matter which will render this Agreement a violation of any applicable state, local, or federal law, or District policy, regarding conflicts of interest, including, but not limited to, Government Code section 1090. Provider shall comply with all provisions of the Political Reform Act and implementing regulations, as applicable, and in accordance with the District's Conflict of Interest Code. If any principal provider of the Services is a "consultant" for the purposes of the Fair Political Practices Act (Gov. Code § 81000 et seq.), each such person shall comply with Form 721 Statement of Economic Interests filing requirements in accordance with state or City local Conflict of Interest Code. If any conflict of interest should hereinafter arise, Provider shall promptly notify District of the existence of such conflict of interest. The existence of a conflict of interest which violates any applicable state, local, or federal law, or District policy shall be cause for immediate termination of this Agreement.
- c. Non-Discrimination. Provider represents that it is an equal opportunity employer and acknowledges that it shall not subject any person to unlawful discrimination based on race, color, gender, age, religion, national origin, U.S. military veteran status, marital status, sexual orientation, disability, source of income, or political affiliation in programs, activities, services, benefits, or employment in connection with this Agreement.
- d. Minority/Disadvantaged Enterprise Programs. Provider agrees to comply with all relevant provisions any Minority Business Enterprise (MBE) program, Disadvantage Enterprise Program, Disabled Veterans Business Enterprise (DVBE), or other related programs or policies currently in effect or hereinafter enacted by the District.
- e. Mandatory Reporter Requirements: Provider acknowledges and understands that, pursuant to California Penal Code section 11165.7, each person whose duties under the Scope of Services include contact and supervision of children is a mandatory reporter of known or suspected instances of child abuse or neglect. Provider is responsible for ensuring that every mandatory reporter takes the Child Abuse Mandated Reporter Educators Training Module within six weeks of hire and annually thereafter within the first six weeks of each school year. Provider will ensure that each mandatory reporter executes an Employee Acknowledgement Form and a Suspected Child Abuse Reporting Acknowledgement Form. Provider will provide copies of each of these signed

forms for each mandatory reporter to the District within six weeks of the hire of the mandatory reporter and annually.

- f. **Live Screen Criminal Background Check Requirements:** Provider, at its sole cost and expense, and as necessary to satisfy the requirements of Education Code (EC) section 45125.1 and 45125.2 or District policy, will ensure that all required criminal background checks are timely conducted. If required by EC section 45125.1, Provider must provide for the completion of a Fingerprint Certification form, in the District's required format, prior to any of the Provider's personnel, who are anticipated to come into contact with the District's students. Provider further acknowledges that other fingerprinting requirements may apply, as set forth in Education Code section 45125 et seq., and that Provider will comply with any such requirements. Provider further acknowledges and agrees that no Provider personnel shall come into contact with students if they have been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c).] Notwithstanding anything to the contrary herein, if Provider is an individual operating as a sole proprietor, if required by Education Code section 45125.1(k), it shall be the responsibility of the District to prepare and submit that individual's fingerprints to the Department of Justice.
  - g. **Unsupervised Contact:** "Unsupervised contact" with students means contact that provides the person opportunity and probability for personal communication or touch with students when not under direct District supervision. Provider shall ensure that Provider and Provider's officers, employees, and agents will have no direct, unsupervised contact with students while on District property. Provider will work with District to ensure compliance with this requirement. If Provider is unable to ensure through a security plan that none of its personnel, will have direct, unsupervised contact with students in a particular circumstance or circumstances, then Provider shall notify District before beginning any work that could result in such contact. In addition to any Live Screen Criminal Background Check Requirements as set forth above, Provider authorizes District, at its discretion, to obtain information about Provider and its history and to independently conduct its own criminal background check, including fingerprinting, of any Provider officers, employees, or agents who may have unsupervised contact with students. Provider shall cause its personnel, to authorize District to conduct these background checks. Unless otherwise required by law, Provider shall pay all fees for processing the background check. District may deduct the cost of such fees from a progress or final payment to Provider under this Agreement, unless Provider elects to pay such fees directly.
6. **Safety and Security.** Provider shall perform all Services so as to avoid injury or damage to any person or property by exercising all necessary safety and security precautions as may be appropriate to the nature of the Services and the conditions under which the Services are to be performed. Provider further agrees to comply with all of the following:
- a. **Identification:** When performing Services on District property, Provider shall be in appropriate work attire (or uniform, if applicable) at all times. If Provider does

not have a specific uniform, then Provider shall provide identification tags and/or any other mechanism the District in its sole discretion determines is required to easily identify Provider, as opposed to faculty, staff, parents, students or other members of the public. Provider and its employees shall (i) display on their clothes the above-mentioned identifying information and (ii) carry photo identification and present it to any District personnel upon request. If Provider cannot produce such identification or if the identification is unacceptable to District, District may provide at its sole discretion, District-produced identification tags to Provider, costs to be borne by Provider.

- b. Sign-in required: As required by schools and other District locations, Provider personnel must sign into the location's main office to receive an in-school identification/visitors tag. Such individuals must display this tag on their person at all times while on District property.
  - c. No Smoking/Non-Prescription Drugs: All District properties are tobacco-free and drug-free zones. Provider personnel are prohibited from using any tobacco product on or immediately adjacent to District property. Provider personnel are prohibited from using illegal drugs on District property.
  - d. No Weapons or Firearms: Except as provided by statute and District policy, all District properties are weapons- and firearms-free zones. Provider personnel are strictly prohibited from possessing on their persons or in their vehicles any weapons or firearms while on District property.
  - e. Employee Removal. At District's request, Provider shall immediately remove any person from all District properties in cases where the District in its sole discretion determines that removal of any such person is in the District's best interests.
  - f. District Property. District hereby deems all information, documents, and property contained in or on District property privileged and confidential. Any removal or disclosure of any privileged and confidential materials by Provider without express written consent of District shall be considered a material breach of this Agreement and shall be cause for immediate termination of this Agreement. IF PROVIDER BECOMES AWARE OF A POSSIBLE UNAUTHORIZED REMOVAL OR DISCLOSURE OF PRIVILEGED AND CONFIDENTIAL MATERIALS, PROVIDER SHALL IMMEDIATELY NOTIFY DISTRICT.
7. **Other Service Providers.** District reserves the right to enter into other agreements for services additional or related to the subject matter of this Agreement, and Provider agrees to cooperate fully with these other Providers and with the District. When requested by District, Provider shall coordinate its performance under this Agreement with such additional or related service providers. Provider shall not interfere with the work performance of any other service provider or District employee.
8. **Early Termination.** This Agreement may be terminated as follows unless otherwise specified herein:
- a. Mutual: The Parties may terminate this Agreement at any time by their written agreement.

- b. **District's Sole Discretion:** District in its sole discretion may terminate this Agreement for any reason on 30 days' written notice to Provider.
  - c. **Breach:** Either party may terminate this Agreement in the event of a material breach by the other party. To be effective, the party seeking termination must give to the other party written notice of the breach and its intent to terminate. Said notice must describe the breach in sufficient detail to provide the other party with adequate notice and an opportunity to cure. If the breaching party does not entirely cure the breach within 15 days of the date of the notice, then the non-breaching party may terminate this Agreement at any time thereafter by giving a written notice of termination.
  - d. **Provider Licensing; Bankruptcy.:** Notwithstanding any other provision herein, District may terminate this Agreement immediately by written notice to Provider upon either of the following events: 1) denial, suspension, revocation, or non-renewal of any license, permit, insurance, or certificate that Provider must hold to perform the Services; or 2) in the event Provider files for bankruptcy.
  - e. **Furlough:** District reserves the right to immediately terminate or otherwise suspend this Agreement without notice if District's Board determines that funding for the Services is insufficient.
9. **Access to Records.** During the term of this Agreement and for a period of three years after termination, Provider shall permit the District and its authorized representatives to review all Provider books, documents, papers, plans, and records, electronic or otherwise ("Records"), related to this Agreement. Provider shall maintain all Records in accordance with generally accepted accounting principles so as to document clearly Provider's performance of the Services. Following final payment and termination of this Agreement, Provider shall retain and keep accessible all Records for a minimum of three years, or such longer period as may be required by law, or until the conclusion of any audit, controversy, or litigation arising out of or related to this Agreement, whichever date is later.
10. **Ownership of Work Products.** Provider agrees that all work products created or developed for District by Provider pursuant to this Agreement are intended as "works made for hire" and shall be the exclusive property of the District. If any such work products contain Provider's intellectual property that is or could be protected by federal copyright, patent, or trademark laws, Provider hereby grants District a perpetual, royalty-free, fully-paid, non-exclusive, and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, and use or re-use, in whole or in part, and to authorize others to do so, all such work products. District claims no right to any pre-existing work product of Provider provided to District by Provider in the performance of this Agreement, except to copy, use, or re-use any such work product for District use only.

## 11. Confidentiality.



- a. As used herein, “Confidential Information” means all student data, pupil records, or other information that is privileged, confidential, not publically available, which is covered by federal or state privacy laws, rules, and regulations, or which is otherwise considered confidential and protected from disclosure by the policies and procedures of District. Provider understands and agrees that all Confidential Information shall be preserved and protected as privileged or confidential, that Confidential Information shall be held strictly in accordance with applicable law and the District’s policies and procedures, and that Confidential Information shall not be shared with any third party without the expressed written authorization of District.
- b. If Provider is a provider of digital education services (i.e. an operator of an internet web site, online service, online application, or mobile application, a provider of digital education software, etc.), the Parties shall enter into the California Student Data Privacy Agreement with District. Once executed, the California Student Data Privacy Agreement shall become incorporated into and become part of this Agreement as if set forth herein.
- c. IF PROVIDER BECOMES AWARE OF A POSSIBLE UNAUTHORIZED RELEASE OR DISCLOSURE OF CONFIDENTIAL INFORMATION, PROVIDER SHALL IMMEDIATELY NOTIFY THE DISTRICT.

**12. Indemnification and Hold Harmless.** To the fullest extent allowed by law, Provider shall defend, indemnify and hold District, its officials, trustees, officers, agents, employees, volunteers, and representatives (“Indemnitees”) free and harmless from any and all claims, demands, negligence (including the active or passive negligence of Indemnitees as allowed by law), causes of action, costs, expenses, liabilities, losses, damages or injuries, fines, penalties in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death (collectively “Loss”), to the extent arising out of: 1) Provider’s failure to fully comply with or breach of any of the terms and conditions of this Agreement, and 2) any acts, omissions, negligence or willful misconduct of Provider and Provider’s officials, officers, employees, and agents arising out of or in connection with the performance of the Services or otherwise arising from this Agreement (“Indemnification”). Provider’s Indemnification includes, but is not limited to, the payment of all damages and attorney’s fees, fines, penalties and other related costs and expenses. Provider’s Indemnification also includes any Loss sustained by Indemnitees, and each of them, whether resulting from claims brought by third parties or sustained directly by any of the Indemnitees, as a result of 1) Provider’s failure to implement and maintain appropriate data security or cybersecurity measures; 2) any data breach in which the District’s Confidential Information or privileged and confidential information is released, exposed, lost, or stolen as a result of Provider’s performance of Services or otherwise arising from this Agreement; 3) computer viruses, denial of service attacks, and other technologically harmful materials that harm or infect any of the Indemnitee’s electronic equipment, software, data, or other proprietary material arising from this Agreement, and 4) infringement of copyright, trademark, trade dress, invasion of privacy violations arising from this Agreement, and 5) any breach by Contractor or any subcontractor of the

California Student Data Privacy Agreement, if executed. The only limitations on this provision shall be those imposed by Civil Code § 2782, as may be applicable, or other applicable provisions of law. Provider's defense obligations (with counsel approved by District), shall arise immediately upon tender of any of the Indemnitee, notwithstanding whether liability is, can be or has yet been established.

**13. Insurance Requirements.** During the term of this Agreement, at Provider's sole cost and expense, Provider agrees to procure and maintain the following insurance:

- a. Commercial General Liability Insurance in the minimum amount \$1,000,000 per occurrence, including coverage for property damage, bodily injury, personal & advertising injury, products and completed operations, liability assumed under an insured contract (including tort of another assumed in a business contract), and independent Provider's liability. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this Agreement or the general aggregate limit shall be twice the required occurrence limit. District, its officials, trustees, officers, agents, employees, volunteers, and representatives ("District Entities") shall be named as additional insureds with respect to liability arising out of the Services performed by or on behalf of the Provider under this Agreement. The policy shall contain a severability of interests/cross liability clause or language stating that Provider's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- b. Technology Professional Liability (Errors and Omissions) appropriate to the Provider's profession and Services hereunder, with limits not less than \$1,000,000 per occurrence or claim, \$1,000,000 aggregate. The policy shall be sufficiently broad to respond to the duties and obligations as is undertaken by the Provider in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, copyright, trademark, invasion of privacy violations, information theft, release of private information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations. The Policy shall include, or be endorsed to include, property damage liability coverage for damage to, alteration of, loss of, or destruction of electronic data and/or information "property" of the District in the care, custody, or control of the Provider. If not covered under the Provider's liability policy, such "property" coverage of the District may be endorsed onto the Provider's Cyber Liability Policy as covered property.
- c. Cyber Liability Coverage in an amount sufficient to cover the full replacement value of damage to, alteration of, loss of, or destruction of electronic data and/or information "property" of the District that will be in the care, custody, or control of the Provider. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

- d. For any policy which provides claims-made coverage: 1) The Retroactive Date must be shown, and must be before the anticipated commencement of Services., 2) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after termination of this Agreement; and 3) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Provider must purchase “extended reporting” coverage for a minimum of five (5) years after termination of this Agreement.
- e. Sexual Abuse and Molestation Insurance with at least the same limits as set forth above for the CGL coverage, covering bodily injury, emotional distress, or mental anguish related to any claim, cause of action or liability associated with child molestation or sexual abuse. District Entities must be named as additional insureds. The coverage must contain a severability of interests/cross liability clause or language stating that Provider’s insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer’s liability.
- f. Commercial Automobile Liability Insurance in the minimum amount of \$1,000,000 per accident for bodily injury and property damage covering any auto, including all vehicles that are owned, non-owned, and hired and personal injury protection. If Provider has no owned autos the policy may be limited to cover hired and non-owned autos only. The policy must provide Contractual Liability coverage equivalent to that provided in the 1990 and later editions of ISO form CA 00 01.
- g. Workers' Compensation Insurance: Coverage must be at least as broad as that which is required by the State of California, with Statutory Limits. Provider must also maintain Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
- h. Provider Insurance Primary: For any claims related to this Agreement, the Provider’s insurance coverage shall be primary insurance coverage. Any insurance or self-insurance maintained by the District Entities shall be excess of the Provider’s insurance and shall not contribute with it.
- i. Waiver of Subrogation. Provider hereby grants to the District Entities, a waiver of any right to subrogation which any insurer of said Provider may acquire against the District, its board of trustees, officials, employees, volunteers, and agents by virtue of the payment of any loss under such insurance. Provider shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District, its board of trustees, officials, employees, volunteers, and agents have received a waiver of subrogation endorsement from the insurer.
- j. Acceptability of Insurers. Unless otherwise acceptable to the District , all insurance is to be placed with insurers authorized to conduct business in California with a current A.M. Best’s rating of no less than A:VII, or approved by the Surplus Lines Association to do business in California.
- k. Verification of Coverage. Provider shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy

language effecting coverage required by this Agreement. All certificates and endorsements are to be received and approved by the District before commencement of the Services. However, failure to obtain the required documents prior to the commencement of Services shall not waive the Provider's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

1. Waivers, Modifications, or Changes. Any modification or waiver of the insurance requirements herein shall be made only with the written approval of the District. Not more frequently than annually, if in the opinion of District the amount of the foregoing insurance coverages is not adequate or the type of insurance or its coverage adequacy is deemed insufficient, Provider shall amend the insurance coverage as required by the District.

#### **14. Disputes.**

- a. Resolution Procedures. Any dispute that either Party may have regarding this Agreement, including, but not limited to, disputes for additional compensation, shall be submitted to District within 30 days of the occurrence which gave rise to the dispute. District and Provider shall attempt to negotiate a resolution of such dispute and process an amendment to this Agreement to implement the terms of such resolution. If the dispute cannot be resolved through direct discussions, the Parties agree to first endeavor to resolve the dispute in an amicable manner by non-binding mediation under the applicable rules of the Judicial Arbitration and Mediation Service (JAMS), or other similar organization mutually selected by the Parties. If any unresolved controversy or claim arising out of or relating to this Agreement, or breach thereof, remains after mediation, the matter shall be determined in a court of law of proper jurisdiction in the District's place of venue.
- b. Services Pending Outcome. Unless the Agreement has been terminated pursuant to the early termination provisions of this Agreement, Provider agrees to continue to perform all Services required under this Agreement pending the outcome of any claim, dispute, or mediation.
- c. Claims Statute Requirement. This provision does not relieve Provider of its obligation to timely comply with all applicable provisions of the Government Claims Act before initiating any legal proceeding against the District.
- d. Controlling Law. California law will govern any dispute related to this Agreement.
- e. Remedies. In case of Provider breach, and in addition to any other provision of this Agreement, District shall be entitled to any other available legal and equitable remedies. In case of District breach, Provider's remedy shall be limited to termination of the Agreement and receipt of any payments to which Provider is entitled for Services performed prior to termination.

## 15. Miscellaneous.

- a. Assignment. Provider shall not assign or delegate, by contract, agreement or otherwise, the Services or any part of the Services to be performed under this Agreement to any other person or entity without the express written permission of District by executed addendum. Consent to any assignment may be withheld by District at its sole and unrestricted discretion. District shall not be obligated to pay for any Work performed by an unauthorized person or entity. Should District consent to any assignment, Provider nevertheless remain fully and independently responsible and liable to District for the full and complete performance of the terms and conditions of this Agreement. Prior to performance of Services by any assignee, the assignee shall provide the District with evidence of all insurance, certificates, forms, and licenses required by this Agreement.
- b. Successors in Interest. This Agreement shall bind and inure to the benefit of the Parties, their successors, and approved assigns, if any.
- c. No Third Party Beneficiaries. District and Provider are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement provides any benefit or right, directly or indirectly, to third parties unless they are individually identified by name in this Agreement and expressly described as intended beneficiaries of this Agreement.
- d. Waiver. Waiver of any default or breach under this Agreement by District does not constitute a waiver of any subsequent default or a modification of any other provisions of this Agreement.
- e. Severability. If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held invalid.
- f. Amendments; Renewal. Any renewals to or amendments of the terms of this Agreement must be in writing and signed by authorized representatives of both Parties.
- g. Counterparts. The parties may execute this Agreement in counterparts, each of which constitutes an original and all of which comprise one and the same Agreement. Counterparts may be delivered by electronic means.
- h. Notices. All notices or other communications required or provided for by this Agreement shall be sent by electronic mail transmission, United States mail or hand delivery to the representative designated below for each party, or to any such other representative as a party may designate in writing from time to time:

For District: Katherine Thorossian [kthorossian@monroviасchools.net](mailto:kthorossian@monroviасchools.net)

For Provider: David Palomares [davidrenepalomares@gmail.com](mailto:davidrenepalomares@gmail.com)

- i. Entire Agreement. When signed by both Parties (and any attached exhibits) is their final and entire agreement. As their final and entire expression, this Agreement supersedes all prior and contemporaneous oral or written



communications between the Parties, their agents, and representatives. There are no representations, promises, terms, conditions, or obligations other than those contained herein.

- j. Survival. Upon termination of this Agreement, the respective rights and obligations of the Parties shall survive such termination to the extent necessary to carry out the intentions of the Parties. The sections of this Agreement with the headings titled “Access to Records,” “Confidentiality,” and “Indemnification and Hold Harmless” shall survive the termination of this Agreement.
- k. Authority. The undersigned warrant that they are duly authorized representatives of the Parties and have been empowered to execute this Agreement on behalf of the party indicated.
- l. Conflict of Interest. Provider agrees not hire any District employee to work on any part of this agreement for compensation without District knowledge and approval.

**PROVIDER**

**DISTRICT**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Provider Printed Name and Title

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **Exhibit A**

### **Scope of Services**

- 1. Organization will provide two staff members and two volunteers to help with the production and live simulcast of the Monrovia High School athletic games.**
- 2. Organization will supervise up to twelve Advanced Media Arts students in the set up, live video production, and break down of Monrovia High School Video Equipment.**
- 3. Organization will provide live simulcast and record for replay and archive purposes, of the Monrovia High School athletic games on KGEM-TV, on YouTube and CMF Website, (MUSD LIVE page). (Spectrum Cable and Giggle Fiber in Monrovia. The cable feed is reliant upon Giggle Fiber's technical service as a community service.)**
- 4. Organization will archive athletic games online, with access through the District website. Games will be archived online within 72 hours of shooting.**
- 5. Organization will insure that all MHS Video equipment is accounted for and returned to the proper location after each game.**
- 6. Organization will be responsible for reporting any issues that may arise with equipment and or students, to Instructor Anthony Flucker or a designated MUSD representative, within 72 hours of the event.**
- 7. Organization will be offering 2 to 4 sponsor announcements per game, (2' x 3' title cards), at \$200.00 each, to help offset live simulcast fees. Any money raised in these efforts will be used to reduce the \$800.00 per game fee, being charged to the District.**

## **Exhibit B**

### **Cost of Services and Method of Payment**

**(Hourly Rates, Lump Sum Price, Unit Prices, Annual Cost or Other Form and Method of Payment)**

- 1. District will provide to the Organization, \$800.00 for each Monrovia High School Varsity game, to be paid on a monthly basis upon receipt of invoice from organization.**
- 2. District will provide to the Organization, fast internet service for broadcasting Monrovia High School athletic games.**
- 3. District shall provide and maintain all broadcasting and internet connectivity equipment required in the Monrovia High School Wildcat Stadium Press Booth, located at 845 W. Colorado Blvd, Monrovia, CA 91016**
- 4. Monrovia High School will provide up to twelve Advanced Media Arts students in order to help with the set up, live video production, and break down of Monrovia High School video equipment.**
- 5. Monrovia High School will provide all of the necessary audio and video equipment necessary for filming and live broadcasting of the Monrovia High School athletic games.**
- 6. Monrovia High School will ensure that one of the Press Booths with internet access, located at Wildcat Stadium, is reserved for Community Media of the Foothills, at each game.**

- 7. Monrovia High School will provide a minimum of one MUSD staff member to be available during the production, break down and return of all MHS video equipment.**

# Agenda Item Details

Meeting Date: 2019-09-11 19:00:00

## AGENDA ITEM TITLE:

### 6. 19/20-5007 - PENDING BOARD ISSUES

#### RECOMMENDATION

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

#### Rationale:

To provide a schedule for updates regarding issues that are critical for the Board of Education as part of their priorities and goals.

#### Background:

The Board will revise this document as they see fit. Items will be deleted as they are completed.

#### Additional Information:

- Facility Needs Assessment Prioritized list has been added to this schedule.

## ATTACHMENTS

- [Pending Board Issues 091119.pdf](#)



Subject: PENDING BOARD ISSUES

Prepared by: Katherine F. Thorossian, Ed. D., Superintendent

Action desired:

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

Rationale:

This agenda item affords an opportunity for the Board of Education to review the status of items that have been scheduled for Board consideration, raise issues or questions that have not been scheduled for discussion, and place issues in priority order for attention, consistent with the Board Vision.

Issue/Question/Request	Status	Next steps
	<b>Cyclical Reports</b>	
LCFF / LCAP	Annual review and revision of LCAP with input from stakeholder groups.	Meetings are being scheduled and will be sent for board approval
Supt. Performance Objectives	Establish performance objectives for Superintendent Evaluation.	Annually by April
Review of Vision & Goals	Review Vision & Goals and progress on the Strategic Plan.	Annually by April
Inter-district transfers	Report on number of transfers in and out of the district at Board Meeting and, if needed, in a Study Session.	Annually Oct/Nov

Issue/Question/Request	Status	Next steps
	<b>Cyclical Reports (continued)</b>	
Student Achievement: standards & plans for closing the achievement gap; investigation of model practices, demographic data, and multiple measures of achievement.	<p>Educational Services Board Meeting Reports:</p> <p>9/25/19 • 2019 CAASPP State Testing Results</p> <p>10/9/19 • Textbook certify sufficiency/ public hearing</p> <p>11/13/19 • Astro Camp contract (through HR)</p> <p>12/11/19 • Gold Ribbon Schools Eligible (Board Update)</p> <p>1/8/20 • Project PASS Tutor Recognition</p> <p>1/22/20 • SARC Board approval</p> <p>• Astro Camp</p> <p>2/12/20 • Mid-Year Review – Multiple Measures Report</p> <p>• Career Tech Pathways (ROP) (Board update)</p> <p>• Physical Fitness Results (Board update)</p> <p>2/26/20 • Summer School 2020 Plans/ Explore summer school enrichment options (Board update)</p> <p>4/8/20: • CELC Program Report</p> <p>• Carl Perkins Application</p> <p>• Outdoor Education Program Report (BU)</p> <p>4/22/20 • Village Program Report</p> <p>• ROP &amp; Skills USA Student Recognition</p> <p>• Dual Immersion Program Report</p> <p>5/1/20 • Provide school climate survey results regarding school safety</p> <p>5/27/20 • Class of 2020 Report</p> <p>• Homeless &amp; Foster Youth Report (Board Update)</p> <p>6/10/20: • Annual LCAP Public Review</p> <p>• Multiple Measures Report w/ LCAP data</p> <p>• GATE Program Report (Board Update)</p> <p>6/24/20: • Music/Art Community Theater Report</p> <p>• Con Ap approval</p> <p>• LCAP Adoption</p> <p>• LCAP Federal Addendum</p>	
Technology Projects	Staff technology standards & teaching plan – working with Educational Services.	October 2019
E-Rate	E-rate funding approval annually.	Jan/Feb/Mar
Safety, Emergency Prep, & Discipline	Update information: Safety, Emergency Preparedness Annually Oct /Nov/Dec.	Next report Fall 2019

Issue/Question/Request	Status	Next steps
	<b>Cyclical Reports (Continued)</b>	
Budget/ Enrollment/Staffing	<b><u>2019-20 Budget Preparation Calendar:</u></b> <ul style="list-style-type: none"> <li>• Oct. 23, 2019: 2019-20 October Enrollment Report based on Census Day Enrollment</li> <li>• Dec. 11, 2019: 2019-20 First Interim Budget Report</li> <li>• Jan. 22, 2020: 2018-19 Audit Report</li> <li>• Jan. 22, 2020: 2020-21 Governor's January Budget Proposals (Board update)</li> <li>• Feb. 12, 2020: 2020-21 Preliminary Revenue Projection Report</li> <li>• Feb. 12, 2020: 2020-21 Budget based on Governor's January Budget Proposals</li> <li>• Feb. 26, 2020: 2020-21 Enrollment &amp; Certificated Staffing Projection</li> <li>• Mar. 11, 2020: 2019-20 Second interim Budget Rpt</li> <li>• May 13, 2020: 2019-20 Student Attendance Report based on P-2 ADA Report</li> <li>• May 21, 2020: 2020-21 Governor's May Budget Revision (Board Update)</li> <li>• June 10, 2020: 2020-21 LCAP Public Hearing</li> <li>• June 10, 2020: 2020-21 Adopted Budget Public Hearing</li> <li>• June 24, 2020: 2020-21 LCAP Adoption</li> <li>• June 24, 2020: 2020-21 Budget Adoption</li> </ul>	
Board Walks (Board site visits)	Tentative dates have been scheduled for elementary schools & MHS: <ul style="list-style-type: none"> <li>- February 7</li> <li>- February 28</li> <li>- March 5</li> <li>- March 16</li> <li>- May 8</li> <li>- May 22</li> </ul>	Secondary schools in 2020-21 school years
Adult Ed Update	Update on status of Adult Education program. Next report Fall 2019	Annually in fall
Redevelopment/ Pass Through Funds	Board update after District receives information from the County.	Upon receipt of funds
Village Extended Day Program	Board Report on Village Program - Even years in Spring.	Next report Spring 2020
Class Size Report / Staffing	Report on Class Size/Staffing annually in Spring: Class Size 2/26/20; Staffing Report 3/11/20	Next report Spring 2020

Issue/Question/Request	Status	Next steps
	<b>Long Range Plans</b>	
Legislative Policy	<ul style="list-style-type: none"> <li>Review legislative policy changes/updates</li> <li>Special Education funding</li> </ul>	2019-20
BP 5144, <i>Discipline</i> , and Accompanying Administrative regulation	<ul style="list-style-type: none"> <li>Review BP/AR 5144, <i>Discipline</i></li> </ul>	Revised BP/AR will be submitted for 1 <sup>st</sup> reading at the October 9 <sup>th</sup> Board meeting
State of the Schools	<ul style="list-style-type: none"> <li>Work on video and event invitations are underway</li> </ul>	October 16, 2019
MUSD Marketing	<ul style="list-style-type: none"> <li>Receive guidelines on how to focus marketing efforts</li> </ul>	2019-20
Facilities Needs Assessment Prioritized List	<ul style="list-style-type: none"> <li>Receive recommendations about the Facilities Master Plan needs assessment</li> </ul>	In progress

Issue/Question/Request	Status	Next steps
	<b>Long Range Plans</b>	
Regular Policy Review	District Vision – 0000; Community Relations – 1000; Administration – 2000; Board Operations – 8000; Board Bylaws – 9000	2019-20
	Business Policies	2019-20
	Human Resources Policies	2019-20
	Educational Services Policies	2019-20
	Pupil Personnel Services	2019-20